



**Radiation Control Program  
Delegation of Authority  
To Individuals other than the  
Radiation Safety Officer(RSO)  
Authority to Amend and Renew Licenses**



\_\_\_\_\_  
LICENSEE NAME

\_\_\_\_\_  
LICENSE NUMBER

**AUTHORITY TO MAKE BINDING COMMITMENTS <sup>1</sup>**

\_\_\_\_\_, possesses the authority to make binding commitments and  
NAME OF RESPONSIBLE PARTY (RP)  
to sign official documents under this license.<sup>2</sup> The license and decisions made upon the license,  
by the RSO or the responsible party, ultimately remain the responsibility of management.

\_\_\_\_\_  
SIGNATURE OF MANAGEMENT REPRESENTATIVE

\_\_\_\_\_  
PRINTED NAME & TITLE

\_\_\_\_\_  
DATE

**RSO DELEGATING AUTHORITY TO RP**

\_\_\_\_\_  
SIGNATURE OF RSO

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

**CONTACT INFORMATION <sup>3</sup>**

\_\_\_\_\_  
RSO'S E-MAIL

\_\_\_\_\_  
RSO'S PHONE NUMBER

**ACCEPTANCE OF DELEGATED AUTHORITY**

\_\_\_\_\_  
SIGNATURE OF RESPONSIBLE PARTY

\_\_\_\_\_  
PRINTED NAME & TITLE

\_\_\_\_\_  
DATE

**CONTACT INFORMATION <sup>4</sup>**

\_\_\_\_\_  
RESPONSIBLE PARTY'S E-MAIL

\_\_\_\_\_  
RESPONSIBLE PARTY'S PHONE NUMBER

<sup>1</sup> Notification of delegated authority invalid unless signed by both management and RSO.

<sup>2</sup> Attach copy of organizational structure chart showing positions of management representative, RSO and (RP).

<sup>3</sup> Mandatory information field for RSO to delegate Authority

<sup>4</sup> Mandatory information field for RP to accept Authority