

U. S. NAVAL NUCLEONICS DEFENSE LABORATORY  
San Francisco 24, California

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NRDL NOTICE 4422

From: Commanding Officer and Director

To: Distribution List C

Subj: Material returned from test sites; procedures for handling.

Refs: (a) NRDLINST 4422.32 of 25 Apr 1958

1. Purpose. To clarify the procedures and to specify the instructions in reference (a) for handling material and equipment returned from the test site.

2. Background. In order to adequately monitor material and equipment returned from the test site, and to complete the necessary custodial records, all material and equipment will be processed at a central point prior to its distribution or disposition.

3. Procedure.

a. All incoming material and equipment will be taken to the Building 707C area where it will be unpacked, monitored, and inventoried. Operations in the Building 707C area will be supervised by personnel from the Technical Services Department, Code 250.

b. Disposition of Material and Equipment.

(1) Personal effects, miscellaneous supplies and equipment not requiring decontamination and/or servicing will be turned over directly to the owner or user. Foot lockers may be monitored by the owner if he is competent to monitor them and can certify that they have been monitored, are not contaminated, and contain only personal property.

(2) Material and equipment declared by the user to be in excess or not useable will be surveyed.

(3) Equipment requiring servicing, repair, or recalibration will be turned over to the Technical Services Department, Code 240, for processing prior to return to the user. Material utilized on Nucleonics Division projects will be serviced and repaired by that division. Material from all other projects (with the exception of GTR's) will be serviced and repaired by the Technical Services Department, Code 240.

4. Responsibilities.

a. Technical Services Department, Code 250. For the unpacking of all materials and equipment, for coordinating monitoring, inventorying

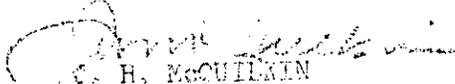
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of accountable property, delivery to cognizant Laboratory code and for the survey of all material and equipment beyond economical repair, in excess, or lost.

b. Technical Services Department, Code 210. For the repair, servicing, or recalibration of all equipment as requested by the cognizant Laboratory code and for the decontamination required.

c. Medical Department, Code 730. For monitoring and directing of decontamination operations. After decontamination, material or equipment will again be monitored prior to its release.

5. Cancellation. This Notice will be cancelled on 1 September 1958.

  
C. H. McCULLIKIN