

ADVANCED MEDICAL SYSTEMS OPERATING PROCEDURE

RADIATION WORK PERMITS

ISP-29 Rev. 01/95

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1.0 PURPOSE: To provide instructions to personnel needed to prepare and use Radiation Work Permits (RWP). Radiation Work Permits are an integral part of AMS ALARA Program.

2.0 PRECAUTIONS AND LIMITATIONS:

2.1 Radiation Work Permits are written to inform workers of the radiological conditions and controls associated with work within Restricted Areas.

2.2 Each individual is responsible for following the RWP and keeping track of thier dose.

2.3 The RSO or designee is resposible for ensuring that all Radiation Work Permits are prepared in accordance with this procedure.

3.0 INSTRUCTIONS:

3.1 Types of RWPs

3.1.1 Job Specific RWP - This type RWP is to be used for all entries into Radiation Areas, Contamination Areas and for all work in Controlled Areas that involves radioactive materials. These RWPs will be prepared for each job and will be terminated immediately following the completion of the work.

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Date: *1-24-95*

- 3.1.2 Extended RWP - This type RWP is to be used for all entries into Restricted Areas that do not require a job specific RWP. This type RWP may also be used for repetitive jobs such as routine surveys, training, etc. These RWPs will be terminated at one (1) year intervals or sooner if radiological conditions change such that additional controls are needed.

3.2 Initiating a Radiation Work Permit

- 3.2.1 Any employee wishing to enter a Restricted Area of the facility should ensure that the entry is covered by a current RWP. If not, the employee can initiate an RWP by completing the Description and Location of Work section of the RWP, Form ISP-29B, and submit the RWP to the RSO or designee for completion and possible approval.
- 3.2.2 The RSO or designee will complete the RWP, including the ALARA review, and activate the permit by signing and dating the form. Each RWP will be consecutively numbered and entered in the RWP Tracking Log, Form ISP-29A.
- 3.2.3 Each person who enters an area under an RWP must read and sign the RWP Sign In Sheet, Form ISP-29C. Each person signing this sheet acknowledges that they have read and understand the RWP requirements and precautions.

3.3 Use of a Radiation Work Permit

- 3.3.1 Prior to entering the area, workers shall:
- a. Read and understand the RWP.
 - b. When appropriate, receive a prejob briefing from the RSO or designee.
 - c. Obtain radiation safety job coverage, if required.
 - d. Ensure sufficient exposure is available for the job.
 - e. Ensure they have met all the necessary precautions and have obtained the needed protective clothing and devices for the job.

3.3.2 During work, workers should:

- a. Periodically read their self reading pocket dosimeter unless exposure is being tracked by timekeeping methods.
- b. Wear protective clothing and devices properly.
- c. Maintain exposures ALARA.
- d. Stop work and exit the area if radiological conditions change significantly from those outlined in the RWP.

3.3.3 When exiting the area/job site, workers should:

- a. Leave the area in a clean and unlittered condition by removing all tools and materials from the job site.
- b. Use proper techniques to minimize the spread of contamination, including proper removal of protective clothing and proper use of step-off pads.
- c. Perform a whole body frisk for personal contamination, paying particular attention to those areas of the body that could most likely become contaminated (hands, feet, face, knees, etc.).
- d. Report any personal contamination or unusual exposures to the RSO or designee.

3.4 RWP Termination

3.4.1 RWPs will be terminated by the RSO or designee:

- a. Upon completion of work.
- b. Upon expiration of the RWP.
- c. If the scope of work has significantly changed.
- d. If the radiological conditions have significantly changed.

ISP-29A

REVIEWED BY RSO: _____ DATE: _____

RADIATION WORK PERMIT

ISP-29B

PERMIT NO.: _____
EXPIRATION DATE: _____

JOB SPECIFIC - EXTENDED (CIRCLE)

DESCRIPTION AND LOCATION OF WORK: _____

SURVEY INFORMATION

GENERAL AREA DOSE RATES (MR/HR): _____
MAXIMUM ACCESSIBLE DOSE RATES (MR/HR): _____
REMOVABLE CONTAMINATION LEVELS (DPM/100CM²): _____

ALARA REVIEW

ESTIMATED TOTAL DOSE: _____ ACTUAL TOTAL DOSE: _____
____PREJOB BRIEFING ____POSTJOB BRIEFING PERFORMED BY: _____
DOSE REDUCTION TECHNIQUES TO BE EMPLOYED: _____

DOSIMETRY REQUIREMENTS

____TLD/FILM BADGE ____FINGER RING ____SRPD(200MR) ____SRPD(1R) ____SRPD(5R)
____OTHER-SPECIFY: _____

PROTECTIVE EQUIPMENT

____COVERALLS ____LABCOAT ____HOOD ____RUBBER GLOVES ____BOOTIES ____RUBBERS
____RESPIRATOR ____TAPED SEAMS ____RADIATION SAFETY COVERAGE ____AIR SAMPLE
OTHER PRECAUTIONS AND SPECIAL INSTRUCTIONS: _____

AUTHORIZED BY: _____

TERMINATED BY: _____

RWP SIGN IN SHEET

ISP-29C

RWP NUMBER: _____

Signing this document means that the worker has read and understands this Radiation Work Permit.

[illegible]

REVIEWED BY RSO: _____ DATE: _____