

Advanced Medical Systems, Inc.

CONTROL OF WORK	Procedure: RSP-012	Revision No.: 000
	Page: 1 of 9	Date: December 28, 1995
	Approved by (Vice President):	
	Approved by (RSO):	
	Approved by (RSC Chair):	

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1 PURPOSE

This procedure establishes the methods for controlling work involving radioactive materials and radiation producing machines, and for obtaining a Radiation Work Permit (RWP).

2 SCOPE

This procedure applies to all work within a restricted area at Advanced Medical Systems, Inc. (AMS) that is not covered by Radiation Safety Procedures, or for work in controlled areas at AMS or field service sites for which a RWP is deemed necessary by the RSO.

3 REFERENCES

- 3.1 Title 10, Code of Federal Regulations, Part 19, "Notices, Instructions and Reports for Workers; Inspection and Investigations"
- 3.2 Title 10, Code of Federal Regulations, Part 20, "Standards for Protection Against Radiation".
- 3.3 U. S. Nuclear Regulatory Commission Radioactive Material License Number 34-19089-01.
- 3.4 Advanced Medical Systems, Inc. Radiation Safety Procedure No. RSP-003, "Radiation Protection Records".
- 3.5 Advanced Medical Systems, Inc. Radiation Safety Procedure No. RSP-007, "Training in Radiation Protection".
- 3.6 Advanced Medical Systems, Inc. Radiation Safety Procedure No. RSP-009, "Contamination Control".
- 3.7 Advanced Medical Systems, Inc. Radiation Safety Procedure No. RSP-010, "Exposure Control".
- 3.8 Advanced Medical Systems, Inc. Radiation Safety Procedure No. RSP-016, "Emergency Response and Notification".

4 DEFINITIONS

The definition of terms used in this RSP that may not be commonly understood shall be found in RSP-002, "Definitions".

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5 PROCEDURE

5.1 Responsibilities

5.1.1 The Radiation Safety Officer (RSO) shall:

- 5.1.1.1 Maintain a supply of Radiation Work Permit (RWP) forms (Attachment 1)
- 5.1.1.2 Insure that all work performed inside an AMS restricted area is covered by a RSP or a current RWP.
- 5.1.1.3 Perform periodic surveillance to determine compliance with this procedure.
- 5.1.1.4 Maintain copies of completed RWP's as part of the radiation protection records.
- 5.1.1.5 Ensure that RWP requirements are followed by all personnel that enter the area.

5.1.2 AMS personnel performing work under an RWP shall:

- 5.1.2.1 Review completed RWP's with the RSO who shall provide additional instructions if required.
- 5.1.2.2 Read the RWP and sign page two (2) of the RWP to indicate knowledge of its requirements.
- 5.1.2.3 Perform the work in accordance with the requirements specified in the RWP.

5.2 Equipment and Materials that May be Necessary for Work under an RWP

- 5.2.1 Portable radiation survey meter capable of detecting the radiation likely to be emitted from the samples being analyzed.
- 5.2.2 Container suitable for collecting contaminated waste and trash.
- 5.2.3 Warning signs and banners capable of restricting access to area.

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5.3 Initiating the RWP

5.3.1 Upon determination that non-routine operations are necessary within a restricted area, the RSO shall initiate the RWP process.

5.3.2 The RSO shall complete the RWP form by providing the following:

5.3.2.1 RWP number.

5.3.2.1.1 The RWP number shall be the year that the RWP is issued, plus a sequential number at the end (ex., 95-01).

5.3.2.1.2 The RWP number shall be entered into a log maintained by the RSO (see Attachment 2).

5.3.2.2 Current and expected radiological conditions.

5.3.2.3 Protective requirements.

5.3.2.4 Special instructions.

5.3.2.5 Approval signature.

5.4 General Requirements

5.4.1 The RWP shall be maintained by the RSO in a location that is readily accessible to the worker.

5.4.1.1 All employees performing the job shall sign and date page two (2) of the RWP for each day that they work under that RWP.

5.4.1.2 Workers shall not be logged under more than one RWP at a time.

5.4.1.3 This signature shall demonstrate the employee's understanding of all requirements.

5.4.1.4 The RSO shall confirm, and initial on page two (2) of the RWP, that the specified dosimetry (TLD, pocket ionization chamber, etc) is being worn.

5.4.2 If job requirements on a RWP change or any unusual/unexpected events occur:

5.4.2.1 The RSO shall be notified as soon as possible

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5.4.2.2 A new RWP shall be issued or changes shall be made to the existing RWP.

5.4.3 The RSO shall investigate any suspected personnel contamination incidents pursuant to RSP-016.

5.5 Personnel Requirements

5.5.1 Personnel working inside the restricted area shall:

5.5.1.1 Complete the radiation safety training courses required by RSP-007.

5.5.1.2 Participate in the internal and/or external monitoring program as required in RSP-010.

5.5.2 Personnel who have not completed the requirements specified above, may enter the work area if approved by the RSO and escorted by a person designated by the RSO.

5.5.2.1 The visitors shall comply with all elements of the RWP.

5.5.2.2 The escort shall confirm that all visitors have properly surveyed their personal clothing before leaving the zone.

5.5.3 Persons exiting contaminated areas shall perform a whole body frisk before leaving as required in RSP-009.

5.6 Terminating the RWP

5.6.1 A RWP shall be valid for the specified duration or the last day of the current calendar year.

5.6.2 If an activity covered by a RWP exceeds the specified duration, an extension may be granted by the RSO.

5.6.3 The Authorized User shall notify the RSO when the work with the radioactive material is completed.

5.6.4 The RSO shall:

5.6.4.1 Ensure that all materials requiring a RWP have been removed from the area or transferred to a different restricted area.

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- 5.6.4.2 Ensure that all waste and contaminated trash has been removed from the area and is properly stored.
- 5.6.4.3 Ensure performance of a direct survey of the floors and surfaces that came in contact with the radioactive material.
- 5.6.4.4 Ensure performance of a wipe test survey of the floors and surfaces that came in contact with the radioactive material.

5.6.5 The RSO shall remove the RWP and other restrictions from the area after the results of the surveys are complete.

6 EXEMPTION PROVISIONS

Variances and exceptions to the requirements of this Radiation Safety Procedure shall be permitted pursuant to the written authorization of the RSO and the Vice President.

7 DOCUMENTATION

All Records pertinent to this procedure shall be maintained pursuant to RSP-003.

8 ATTACHMENTS

- 8.1 Attachment 1 - Radiation Work Permit
- 8.2 Attachment 2 - RWP Log

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ATTACHMENT 1 RADIATION WORK PERMIT

Permit No:	Type: <input type="checkbox"/> Job Specific <input type="checkbox"/> Extended
Expiration Date:	

Description and Location of Work:

SURVEY INFORMATION

General Area Dose Rates (mR/hr):
Maximum Accessible Dose Rates (mR/hr):
Removable Contamination (dpm/100 cm ²):

ALARA REVIEW

Estimated Total Dose:	Actual Total Dose:
Pre-Job Briefing by:	Post-Job Briefing by:
Dose Reduction Techniques to be Employed:	

DOSIMETRY REQUIREMENTS

<input type="checkbox"/> TLD/Film Badge	<input type="checkbox"/> Finger Ring	<input type="checkbox"/> SRPD (200mR)	<input type="checkbox"/> SRPD (1R)	<input type="checkbox"/> SRPD(5R)
<input type="checkbox"/> Other (Specify):				

PROTECTIVE EQUIPMENT

<input type="checkbox"/> Coveralls	<input type="checkbox"/> Lab Coat	<input type="checkbox"/> Hood	<input type="checkbox"/> Rubber Gloves	<input type="checkbox"/> Booties
<input type="checkbox"/> Rubbers	<input type="checkbox"/> Respirator	<input type="checkbox"/> Taped Seams	<input type="checkbox"/> HP Coverage	<input type="checkbox"/> Air Sampling
Other Precautions and Special Instructions:				

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