



Title: **Decommissioning of Laboratory Radiation Control Areas**

EH&S – 6-5

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PURPOSE: To establish the proper procedures for Principal Investigators to follow, who are leaving the University Hospital and vacating a laboratory that was designated as a radiation control area. This policy will detail the steps required to properly decommission a radiation control area.

SCOPE: Hospital wide.

DEFINITIONS:

Radiation Control Area: Any labelled area authorized to store, use or dispose of radioactive material.

PROCEDURES:

I. Vacating Radioactive Materials Laboratories

A. General

To ensure compliance with existing Federal and State law it is essential that the Radiation Protection Services be notified at least 60 days prior of the Principal Investigator's intention to vacate a radioactive materials laboratory. In addition to the notification, surveys for residual radioactive materials or contamination must be conducted to assure the safety of future occupants of the laboratory. Transportation of radioactive materials from one location to another unless conducted in accordance with existing Department of Transportation regulations can result in severe financial penalties to individuals transporting the material. Therefore, arrangement for surveys, packaging, and transportation of such materials should be made by Radiation Protection Services.

B. Senior Investigator Responsibility

1. Each Senior Investigator shall, before vacating any radioactive materials laboratory, notify Radiation Protection Services in writing of such intent with a 60 day notice.
2. Each Senior Investigator shall ensure that all areas of the laboratory that are contaminated with radioactive material are permanently decontaminated to as low as

reasonably achievable.

3. Each Senior Investigator shall ensure that pre-decommissioning surveys are carried out and that arrangements are made for the removal of all radioactive waste and radioactive waste containers. In addition, all storage areas [containers, draws, cabinets, refrigerators, safes, rooms, etc.] are free and clear of all radioactive material product.

C. Radiation Protection Services Responsibility

1. Upon notification from the Principal Investigator that the radiation control area is ready for decommissioning, Radiation Protection Services will perform a close-out survey on the lab areas and generate a permanent decommission report for the Departmental Chair.
2. Should contamination or radioactive material be discovered, the Senior Investigator will be notified of all the details of the radiological survey. After corrective action is taken by the Senior Investigator, step #1 will be repeated until the radiation control area is found to be free and clear of any contamination or radioactive material.

INQUIRIES/REQUESTS:

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