



SUPERVISED AREA

LOCAL RULES

SCHOOL, BUILDING ROOM NUMBER

Introduction

IRR17 requires that, where appropriate, written local rules are provided for each Supervised Area identifying the key working instructions intended to restrict exposure in the area. Working instructions for specific practices are included in SOPs present in the Rad folder.

1 Group Leader(s)/Supervisor(s) responsible for work with unsealed radioactive materials in this Supervised Area:

2 Appointed RPS: **INSERT**

3 Name(s) of person(s) responsible for monthly checks on radioactive stocks: **INSERT**

4 Name(s) of person(s) responsible for ensuring annual testing and calibration of radiation monitors:
INSERT

5 Names of people appointed to carry out monthly monitoring: **INSERT**

Contact details:-

	Contact Name	Location	Extension	Mobile
Radiation Protection Supervisors	INSERT	INSERT	INSERT	
Radiation Protection Officer	Alistair Hardwick	Lv 4 Bramber House	2830	07818077444
Radiation Protection Advisers	AURORA HEALTH PHYSICS	Main Office Emergency out of hours contact		01235 820049 07623 977388

7 General working instructions:

All users of this area must

- Sign in using the radiation folder.
- Gloves, Safety Glasses and a Lab coat must be used while working.
- Perform and record before and after checks on their immediate work area.
- Report any faults to the RPS.
- Ensure that any radioactive material left out is labelled with a name and an isostock number using the cards provided.
- Leave the room in a suitable state for other users.

8 Task specific instructions

The SOP and Risk assessment for all activities/procedures must be stored in the radiation folder. **INSERT**

9 Contingency arrangements

Personal contamination

- Wherever possible, get assistance from colleagues.
- Do not leave the area as this will spread contamination.
- To avoid the spread of contamination if your hands become contaminated leave your gloves on and wash them to remove as much contamination as possible. Then carefully take off the gloves.
- Remove any contaminated clothing and put to one side.

Safety office document	HS F009
Review Date	



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- Monitor the skin and wash the contaminated areas using tissue/cloth and soap. Be mindful of spreading contamination to uncontaminated areas of the skin.
- A heavily contaminated person can use an emergency shower if available. This is a last resort as it can spread contamination.
- **DO NOT** scrub the affected areas or otherwise break the surface of the skin
- Place all materials used for decontamination in a radioactive waste bag.
- If contamination persists contact the RPO or RPS for assistance.
- Report the incident to the RPS/RPO

Small Spill (under or approximately 1MBq)

- Contain with tissue and add to solid waste
- Monitor to confirm you are not contaminated, deal with personal contamination first
- If possible seek assistance
- Wipe with 10 % Decon 90 and re-monitor
- Report to RPS

Large Spill (any spill you do not feel capable of dealing with)

- Ensure that you are not contaminated
- Retreat to a safe distance
- Monitor outside the area to ensure contamination has not spread
- Report to RPS
- Close the affected area

Loss of Material

- Perform a search of the area
- Check with any colleagues who may have removed the item
- Contact the RPS/RPO

11 Training:

All users of radioactive material must complete the following training

- Radiation Protection Training from the RPO. Users who complete this training will be given a rad users card)
- Training in specific procedures by Group leader or experienced user. This training should be recorded on the Risk Assessment (form F-R US 001)

10 Dose investigation level:

The dose investigation level for this area is **(INSERT)** for whole body and **(INSERT)** for extremity/skin. Personal dosimetry is not needed to enter this area but should be used if indicated by the risk assessment.

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