

RI-41

RADIATION SAFETY OFFICER

PURPOSE

This procedure defines the qualifications, authority and responsibilities of the Radiation Safety Officer (RSO) for implementing the University's radiation safety program.

POLICY

The University is committed to an effective radiation protection program based upon recommendations of authoritative organizations such as the International Commission on Radiological Protection (ICRP), the National Council on Radiation Protection and Measurements (NCRP), the American National Standards Institute (ANSI), and in compliance with the rules and regulations of the U. S. Nuclear Regulatory Commission (NRC) and the Colorado Department of Public Health and the Environment (CDPHE). The appointment of a qualified individual to the position of Radiation Safety Officer carries with that appointment the automatic delegation of authority and responsibilities described in this procedure.

DEFINITIONS

Radiation Safety Officer (RSO) is the individual appointed by the University, and named on the radioactive materials license(s), who establishes and enforces such procedures as are necessary to assure compliance with applicable regulations and license conditions, and to ensure effective implementation of the policies and rules established by the Radiation Safety Committee.

Depending on the context, "RSO" may also refer to any individual designated to perform specific tasks on behalf of the RSO.

Alternate RSO is an individual, named on the license(s), designated by the RSO who, in the absence of the RSO, shall assume the authority and responsibilities the RSO.

QUALIFICATIONS

The minimum qualifications for appointment as the RSO are:

1. An advanced degree in a scientific field directly related to radiation protection, including graduate-level training in:
 - a. physics of radiation sources,
 - b. radiation and radioactivity measurements methods, instruments and calibrations,

- c. mathematics and calculations related to radiation protection,
 - d. biological effects of radiation, and
 - e. radiological protection practices.
2. Experience in a position with responsibility for radiation protection:
 - a. sufficient to be eligible for certification by the American Board of Health Physics, and
 - b. with at least 2 years in a major institutional program.
 3. Experience in personnel administration and financial management of a program comparable in scope to the Radiation Control Office.
 4. Any other qualifications deemed appropriate by the University Administration and Radiation Safety Committee.

AUTHORITY

The RSO is authorized and directed to promulgate and enforce such procedures as are necessary to assure compliance with applicable federal and state regulations and to ensure the accurate interpretation and effective implementation of the policies and rules established by the Radiation Safety Committee. The RSO is authorized and directed to terminate immediately any project or operation that presents a radiological threat to health or property.

RESPONSIBILITIES

The RSO shall:

1. establish and enforce such procedures as are necessary to assure compliance with applicable Federal and State regulations;
2. ensure the accurate interpretation and effective implementation of the policies and rules established by the Radiation Safety Committee;
3. immediately suspend any project or operation that presents a radiological threat to health or property and shall report the suspension to the Chairman of the Radiation Safety Committee (RSC);
4. establish radiation exposure investigation levels and if those levels are exceeded, initiate a prompt investigation of the cause of the exposure and a consideration of actions that might be taken to reduce the probability of recurrence;
5. maintain copies of pertinent regulations, registrations, license applications, licenses and amendments;

6. maintain all records required by the State of Colorado – Laboratory and Radiation Services Division;
7. maintain control and oversight on the safe and proper acquisition and disposal of all sources of radiation at the University;
8. offer training courses on the safe and authorized use of radiation for researchers and educators at CSU;
9. provide radiation protection services to researchers and support personnel potentially exposed to ionizing radiation;
10. be responsible for investigating spills, losses, thefts, unauthorized receipts, uses, transfers, disposals, misadministrations and other deviations from approved radiation safety practices and implementing corrective actions as necessary;
11. report to the Director of Environmental Health Services;
12. be the director of the Radiation Control Office and submit an annual budget request to the Director of EHS for staff salaries, operating expenses and estimated waste disposal costs;
13. provide a monthly report to the Radiation Safety Committee

AMENDMENTS

Amendments to existing projects approved by the RSC are normally approved by the RSO if, in the judgment of the RSO, the amended use is within the intent of the initial authorization. If the requested amendment is for a completely different category of use, i.e., if it requires substantially different training, experience, radionuclides or facilities than those required for the initially approved use, the request will be referred to the RSC. All amendments approved by the RSO are required to be reported to the RSC. The RSO can only approve specific amendments to projects that have been previously approved by the RSC.

Specific amendments that can be approved by the RSO are:

1. Addition of personnel that have met the required training in the Radiation Control Manual and RI-44.
2. Addition of use areas that meet all requirements for the specific use.
3. Inventory increases of 50% of what the current approval allows with updated dosimetry calculations using the increased inventory value provided by the PU. A limit of one increase for each PU can be approved. Further increases will be approved by the RSC.