

APPENDIX 6

INCIDENTS THAT MUST BE REPORTED TO THE UNIVERSITY SAFETY OFFICE/RADIATION PROTECTION OFFICER

This Appendix provides a list of incidents that must be reported to the University Radiation Protection Officer. Many of these situations could give rise to a need to make statutory notifications and these must be done promptly. Departments must not delay in notifying the University Radiation Protection Officer/RPA and if he/she cannot be contacted other staff in the Safety Office should be notified. While the Ionising Radiations Regulations 2017 specify numerical criteria for determining whether loss of radioactive sources or various other types of incidents are reportable, the conditions in the University's Permits under EPR16 do not provide clear guidelines, so some judgment is required. If in any doubt, report it!

1. Missing radioactive sources or unsealed radioactive substances or radioactive wastes and any case where there are grounds for suspecting these have been mislaid.
2. Break-ins where there is likelihood that radioactive sources have been disturbed or removed from the premises.
3. Fires, floods or structural collapse that involve or might have involved radioactive sources or radioactive wastes.
4. Any radiation injury, e.g. an x-ray burn, and any injury which could be contaminated.
5. Any possibly significant exposure to external radiation including any exposure to the primary beam emitted by an x-ray source (unless for medical purposes).
6. Any doses in excess of the University's formal investigation levels (see Section 4.2).
7. Any failure of the means used to terminate the exposure from an x-ray source, including a medical x-ray source.
8. Any failure of an interlock used to prevent exposure to an x-ray source.
9. Any failure of an interlock or exposure/source transport mechanism used in connection with a high activity gamma radiation source, e.g. an irradiator.
10. Physical damage to any sealed radioactive source.
11. Suspected intakes of radionuclides.
12. Any bodily contamination of a person, e.g. skin, eyes.
13. Contamination of a person's clothing, other than disposable gloves.
14. Any spill requiring a laboratory, other area, or part of such to be closed pending decontamination, or any leaks from drains or associated liquid waste disposal systems.
15. Contamination detected in unexpected areas, i.e. other than on benches and sinks (for example contamination of walls and floors).
16. Any contamination detected outside of a designated controlled or supervised area.
17. Any unexpected delivery of radioactive sources to a department.
18. Loss from, or any suspected interference with a radioactive waste store.