

Ionising Radiations: A Departmental Induction Schedule for new workers: *Unsealed Radioactive Substances*

N.B. This document forms part of your "Registration to work" with ionising radiations. For each main topic below you will be given subsidiary information and advice. You should note the specific, local, requirements that are discussed.

Name:

Research Supervisor/Line Manager:

Department:

Radiation Protection Supervisor:

- Attended 'October Course'(Date).....and Core Training Meeting (Date).....
- RPS or Research Supervisor to confirm compliance with the points below (Y/N)
- Has the Department's written IR "skills questionnaire" been satisfactorily completed?:.....
- Has the worker discussed the relevant protocols and risk assessments relating to the work with the Radiation Protection Supervisor/Research Supervisor and does the worker fully understand the requirements?:.....
- Have demonstrations of the required Control Measures, including Shielding and Clothing been carried out with the worker?:.....
- Does the worker fully understand the Departments arrangements for Contamination monitoring and Personal Monitoring?:.....
- Is the worker competent, following instruction and demonstration, to dispense radioactive substances from stock containers?:.....
- Are the requirements for safe movement of radioactive substances within laboratories, fully understood?:.....
- Is the worker able to correctly record use and disposal of radioactive substances using the departmental records system?:.....
- Has the Ordering Procedure been discussed with and understood by the worker?:.....
- Have Waste Disposal Arrangements been demonstrated to, and understood by the worker?:.....
- Are the Departments Contingency Plans fully understood, and does the worker know how and where to get help in an emergency.?:.....
- Has the Departmental "Registration form" (to work with ionising radiations) been completed and signed by the Worker/Radiation Protection Supervisor/Res. Supervisor or other line manger?:.....
- Have Local Rules and other Local Procedures been issued to the worker, and the importance of these documents explained to the worker?:.....
- Has the worker been directed to locate, and to read, the Certificates issued to the Department/ Site under the Environmental Permitting Regulations 2016 (EPR16)

The above topics have been satisfactorily completed:.

Signed: Radiation Protection Supervisor /Res. Supervisor...../...

Date:.....

Worker to sign to indicate that the above topics have been completed:.....