**Ionising Radiation Local Rules (TEMPLATE)**

**Purpose**

This document is intended to enable the work with materials or equipment that generates ionising radiation to be carried out in accordance with Ionising Radiation Regulations 2017 (IIR17).

**Area**

\*\*Room Name/No\*\* is used to \*\*Function of the Area\*\* and is defined as the entirety of \*\*Define Area\*\* of \*\*Building Name\*\*.

**Access**

**Access to this area is restricted to the following personnel:**

\*\*List Names of those that are permitted access to the room / area\*\*

Access may be granted to other members of staff or students and external contractors only when required by their duties and, if required, when accompanied by the DRPS or another approved person.

**Access is granted to the Emergency Services at any time when required in the execution of their duties. Consultation should be made with either the DRPS or the University Radiation Protection Advisor (RPA) but only where the situation allows, and where the emergency services deem there is an immediate risk to life.**

**Area Rules (Minimum required Rules)**

1. The Ionising Radiation warning sign is to be displayed on any access doors to the radiation area / area where radiation generating equipment is found. This is to be displayed at all times. Copies of these Local Rules are also to be displayed on the door, as well as a copy of the DRPS letter of appointment.
2. To ensure the security of the materials contained within this area, access doors are to remain locked at all times the area is un-occupied, and are never to be left open.
3. Should access be required by pregnant or breastfeeding personnel, this is to be made known to the DRPS for the area prior to any access being granted. Suitable adjustments will be made in regards to working practices to protect both the worker and any unborn children.
4. List other applicable / required rules

**Sources of Ionising Radiation**

\*\*A short description on the sources of ionising radiation\*\*

\*\*Include Isotopes, maximum quantities, activities or generators\*\*

**Entry & Exit**

\*\*Detail what is required to enter into the lab areas, and any additional requirements\*\*

**Hazards**

A risk assessment has been conducted to assess the potential risks involved in working within \*\*Room Name / Number\*\*. This will be reviewed on a regular basis, after any incidents and following any changes to legislation. A copy of the risk assessment is available from the Department Safety Convener (DSC).

The dose rates to be found within \*\*Room Name / Number\*\* are expected to be \*\*Choose from: <2.5µSv/hr, <7.5µSv/hr or >7.5µSv/hr \*\*. There may be rare occasions for doses to be greater than this. If any doses are found to be in excess of 7.5µSv/hr, appropriate measures and written arrangements will be put in place regarding the access of non-classified workers to the controlled area.

**Dose Monitoring and Investigation Level**

Whilst there is/are \*\*Radioactive Materials / Radiation Generators / Various Sources\*\* within this lab, it is expected that the highest dose rates in the area will be \*\*Choose from: <2.5µSv/hr, <7.5µSv/hr or >7.5µSv/hr \*\*. \*\*All those who work in the area are to wear personal dosimetry at all times / There is no requirement for dosimetry to be worn in this area\*\*. Should subsequent records show that a person working in the area has received a dose in excess of the university dose investigation level of **0.1mSv in a 3 month wear period,** an investigation will be started into the working practices and risk assessment for within the area.

**Emergency Actions**

In the event of any emergency within \*\*Room Name / Number\*\*, and only if it is safe to do so, the internal phone is to be used to dial x2222 to contact Security Services to request aid.

If, due to fire or any other emergency occurring that requires the building to be evacuated, the following actions should be taken and only if it is safe to do so:

1. List all required emergency actions

**Approval**

These local rules have been written to act as a general guide for those that may be required to work within \*\*Room Name / Number\*\*. All users should familiarise themselves with the contents of the OHS Standard – Ionising Radiation. If there are any further questions regarding specific hazards that may be found within, contact is to be made with the DRPS for the area or your DSC.

**Contact**

In the event of any queries or situations arising in the radiation area, please contact the following:

**1. DRPS 2. URPO**

Name: …………………………………… Name: Richard Wright

Room: …………………………………… Room: GH 820

Extension: …………………………………… Extension: 4673

Written By: …………………………………………. Next Review: ………………………………………….

Signature: …………………………………………… Reviewed on: ………………………………………….

Date: …………………………………………….