

an authorized user. The degree of supervision required will depend upon the training and experience of the individual user.

General Duties and Responsibilities of Individual Users:

Every individual at NCTR who has any contact with radioactive materials is responsible for:

- Keeping his/her exposure to radiation as low as reasonably achievable.
- Wearing or using the prescribed personnel monitoring equipment.
- Surveying his/her hands, shoes, and body for radioactivity, and removing any contamination before leaving the laboratory or use area.
- Wearing personal protective equipment (PPE) whenever contamination is possible, and not wearing such PPE outside of the use area.
- Wearing respiratory protection when necessary.
- Using protective barriers and other shields as necessary.
- Using mechanical devices (if necessary) to reduce exposure.
- Performing all work with volatile radioactive materials within the confines of a chemical fume hood or other enclosure unless serious evaluation indicates working in the open is safe.
- Not smoking, eating, chewing gum or tobacco, or applying cosmetics in laboratories. Eating in the cafeteria, office area or designated break rooms only. Refrigerators shall not be used jointly for food and radioactive materials.
 - Keeping the laboratory neat and clean. The work area should be free from equipment and materials not required for the immediate procedure. Store or transport materials in such a manner so as to prevent breakage or spillage (double container), and to insure adequate shielding. Wherever practical, cover work surfaces with absorbent material, preferably in a spill tray or pan, to limit and collect accidental spillage.
 - Labeling and isolating radioactive waste and notifying the RSO for pickup.
 - Reporting accidental inhalation, ingestion, or injury involving radioactive materials to the supervisor and the RSO, and carrying out recommended corrective measures.
 - Carrying out decontamination procedures when necessary, and for taking the necessary steps to prevent the spread of contamination to other areas.
 - Complying with requests from the RSO for body-burden