

PROCEDURE NUMBER RS-SOP-880.1

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RECEIVING RADIOACTIVE MATERIALS

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REVISION RECORDPAGES
REVISEDREVISIONDATE OF
REVISION

Original

2/8/78

REVISION A

Per Engineering Change Notice Number 005913

5/26/83

REVISION B

Per Engineering Change Notice Number 006537

4/23/84

1.0 SCOPE

- 1.1 This SOP covers the instructions for dealing with incoming shipments of radioactive materials to maintain personnel safety and comply with NRC License Regulations.

2.0 REFERENCE DOCUMENTS

- 2.1 RS-SOP-880.2 Procedure for Wipe Testing Alpha Emitters
- 2.2 RS-SOP-880.3 Procedure for Wipe Testing Gamma Sources

3.0 SAFETY

- 3.1 Always wear personnel dosimetry device assigned when working with radioactive materials.
- 3.2 Use a survey meter which has been calibrated within the last six months.

4.0 TOOLS, EQUIPMENT AND MATERIALS

- 4.1 Personnel dosimetry device as assigned by Radiation Safety Officer.
- 4.2 Survey Meter
- 4.3 Wipe materials and counter per RS-SOP-880.2.

5.0 PROCEDURE

- 5.1 When a package of radioactive material is received, the receiving clerk shall notify the Radiation Safety Officer.

5.2 The Radiation Safety Officer or his designated representative shall check the package within 3 hours after receipt if received during normal working hours or within 18 hours after receipt if received after normal working hours.

5.2.1 The external surface of the outer package shall be checked with a portable survey meter to determine if any excessive radiation levels exist. Radiation levels in excess of 200 mr/hr on the surface of the outer package or 10 mr/hr at three feet from the surface of the outer package will be reported immediately to the final delivering carrier, to the N.R.C., Region III, Glen Elyn, Illinois, and to the American Nuclear Insurers.

5.2.2 The external surface of the inner package shall be checked for surface contamination to determine if the radioactive material leaked through the inner packaging. Removable radioactive contamination in excess of 0.01 microcuries (22,000 disintegrations per minute) per 100 square centimeters of the inner package surface will be reported immediately to the final delivering carrier, to the N.R.C., Region III, Glen Elyn, Illinois, and to the American Nuclear Insurers.

5.2.3 The container in closest proximity to the by-product material or special nuclear material shall also be wiped for surface contamination. Any removable contamination shall be cleaned up under the strict supervision of the R.S.O. or his assistant. Appropriate notifications shall be made if contamination exceeds regulatory or license limits. Contaminated waste shall be disposed of according to the procedures outlined in Section 9 of SNM License No. 1826.