

APPLICATION FOR A SPECIAL LICENSE FOR THE
POSSESSION OF SPECIAL NUCLEAR MATERIAL

Eastman Kodak Company
Research Laboratories
Rochester, New York

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2.0 Eastman Kodak Company Radiation Protection Program

2.1 The Radiation Protection Committee encompasses those members of the Health, Safety and Human Factors Laboratory (HS & HFL) who administer the radiation safety program. The HS & HFL provides technical support to Kodak Plants on health related matters, including industrial hygiene and health physics. The Director of this laboratory reports to the Director of the Health, Safety and Security Department who in turn reports to the corporate vice-president in charge of corporate relations.

The Radiation Protection Committee is concerned primarily with radiation policy decisions and unusual radiation problems. The committee consults technical specialists--both internal and external to Kodak--when necessary. The committee chairman is a part of Kodak management through which there is informational feedback between plant radiation safety activities and high level management. The committee secretary is the Company Radiation Safety Officer (RSO). The RSO screens plant radiation activities and speaks for the committee on routine matters. Matters which may have significant impact on the radiation protection program are brought to the attention of the committee.

The chairman shall have a Bachelor's degree (or the equivalent), hold a Kodak position of Assistant Director, Assistant Superintendent or greater, and have one year of management experience. The RSO shall have a Bachelor's degree in science or engineering (or the equivalent), a formal course in radiation safety, and one year of work experience involving ionizing radiation. The qualifications of the RSO must be acceptable to the Industrial Commissioner of the State of New York. There shall be at least one other committee member who shall have a Bachelor's degree in science or engineering (or the equivalent), and one year of work experience involving ionizing radiation.

2.2 A Radiation Safety Supervisor (RSS) is appointed for each area in which there are sources of ionizing radiation. The RSS is a member of the Department or Division which owns and uses the sources and therefore is in close contact with the sources and their use. It is the general duty of the RSS to work with departmental supervisors to assure that radiation sources are used in a safe, legal manner. The RSS shall be appointed by his/her division head with the approval of the RSO and a standard appointment form must be completed and filed with the RSO.

3.0 Key Research Laboratory Personnel

The CFX is part of the neutron activation facility of the Research Laboratories, and this facility is the administrative responsibility of the Analytical Sciences Division. The organizational responsibilities for the CFX and the neutron activation facility will reside with the following:

3.1 The Director of the Analytical Sciences Division has the administrative responsibility for the CFX.

3.2 The Head of the Surface Characterization Laboratory is responsible for the supervision of the neutron activation analysis area and work. This responsibility includes the CFX and its applications.

3.3 The Group Leader's responsibility includes the neutron activation analysis work and the safe operation of the CFX. The qualifications of the group leader will require at least a BS level degree in the physical sciences and at least two years experience in working with radioactive materials and/or x-ray equipment. If the group leader is absent for any cause, the responsibility for safe operation of the CFX will be with the Radiation Safety Supervisor.

3.4 The Radiation Safety Supervisor (RSS) is responsible for routine radiation monitoring, testing, record retention, maintaining calibration schedules and serving as the liaison with the Radiation Protection Committee. The RSS has authority to halt any operations judged unsafe and will prescribe the action to be taken when monitoring indicates that a person is contaminated. In the absence of the RSS, the Group Leader, with support from the Radiation Safety Officer, will serve as RSS.

The RSS shall have a Bachelor's degree in science (or the equivalent), two years' experience working with radioactive materials and/or x-ray equipment and a formal course in radiation safety.

3.5 Other authorized personnel working with the neutron sources will be under the immediate supervision of the Group Leader and will be at least high school graduates, but usually have higher educational background. Before any actual work is performed in the area, the new personnel will be instructed in the general nature of radiation hazards and general radiation protection principles by the Radiation Safety Officer. Specific instruction on potential hazards and safe practices associated with the CFX will be jointly provided by the Group Leader and Radiation Safety Supervisor. Retraining will be repeated at least once each year. The effectiveness of the training will be monitored by the Group Leader, RSS and Lab Head. Deficiencies in job performance will be corrected with whatever actions are necessary, including removal from the neutron activation group.