

The Radiation Safety Committee

It is the policy of the University that all activities involving radiation or radiation emitting devices be conducted so as to keep hazards from radiation to a minimum. The Radiation Safety Committee is responsible for:

- ❖ Providing expertise with radiation safety and to develop University policies in consultation with the Department of Environmental Health and Safety with respect to the use of radioactive materials and technologies capable of producing hazardous emissions, including x-rays, lasers or other electromagnetic radiations such as microwaves, as well as ultrasound;
- ❖ Ensuring that its faculties, departments and researchers are aware of these policies and of any special requirements relating to research using the above materials and devices;
- ❖ Making recommendations to the University concerning the actions to be taken on specific aspects of radiation matters as needed;
- ❖ Reviewing, approving and assigning licenses for all research projects which utilize radioisotopes and radiation emitting devices including, University teaching programs and University research projects, research involving the use of University facilities, research funded by other agencies through the University, and any other projects that the Committee deems are within the jurisdiction of the Committee.

Any researcher conducting studies involving radiation or radiation emitting devices must apply separately to the Radiation Safety Committee for approval, in addition to the Queen's University Health Sciences and Affiliated Teaching Hospital Research Ethics Board. *The Radiation Safety Committee must approve all research studies involving radiation or radiation emitting devices prior to the commencement of the research study.* A permit is not required to use the SLOWPOKE-2 facilities at R.M.C.; however radioactive material generated by the facility may not be brought back to the University unless the user has a valid Radioisotope User's permit. Strict adherence to the conditions of approval for each and every permit is mandatory. Failure to comply

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can result in suspension or cancellation of individual permits and may also seriously jeopardize the continuance of the University's consolidated license.

For more information regarding the Radiation Safety Committee and their approval process, please consult their website (http://www.safety.queensu.ca/gi_rad.htm).

The Radiation Safety Committee requires completion of the following documents for approval of new applications. Completed applications should be sent to Department of Environmental Health and Safety. Approved applications will be issued a permit by the University Radiation Safety Officer:

- ❖ Application for a Radioisotope User's Permit Form.

The Radiation Safety Committee requires the following for amendments to applications already approved:

- ❖ Amendments may be obtained by e-mailing or writing the University Radiation Safety Officer;
- ❖ Major amendments may require the approval of the Radiation Safety Committee.

The Radiation Safety Committee requires completion of the following documents for renewal of applications already approved. Each permit has an expiry date and not less than four weeks before this date the University Radiation Safety Officer will send a renewal package. The permit holder shall:

- ❖ Forward a completed "Application for a Radioisotope Permit Renewal" to the Department of Environmental Health and Safety;

Renewal without major amendments may be granted by the University Radiation Safety Officer whereas renewal with major amendments will be referred for approval to the Radiation Safety Committee.