# Radioactive Material Safety Area Checklist

<table>
<thead>
<tr>
<th>Building</th>
<th>Department</th>
<th>Room(s)</th>
<th>Contact Person</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Inspection Performed by ___________________________ Date: ___________________________

<table>
<thead>
<tr>
<th>Y</th>
<th>N</th>
<th>N/A</th>
<th>References</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Radiation Safety Laboratory Audit (10CFR20.1101 - Radiation Protection Programs)**

1. Room is authorized by Facility's radioactive materials license  
   **References**: NRC/State Radiation Control Department

2. Caution, radioactive material signs posted on entrance doors  
   **References**: 10CFR20.1901

3. Equipment, containers, & storage areas properly labeled  
   **References**: 10CFR20.1901

4. Emergency procedures posted (operating and emergency procedures)  
   **References**: 10CFR34.45 & 10CFR36.53

5. Posting of notices to workers  
   **References**: 10CFR19.11

6. Waste guidelines  
   **References**: 10CFR20.2001-2008

7. Radioactive material secured  
   **References**: 10CFR37.41 & 37.43; 10CFR20.1801

8. Appropriate shielding of radioactive materials  
   **References**: 10CFR20

9. Radioactive material users have received initial training  
   **References**: 29CFR1926.53

10. Radioactive material users have received refresher training  
    **References**: 29CFR1926.53

11. Inventory records are maintained  
    **References**: 10CFR37.101 & 103

12. Survey records are maintained for 3 years  
    **References**: 10CFR20.2103

13. Survey instrument available  
    **References**: 10CFR71.125

14. Survey instrument calibrated  
    **References**: 10CFR20.1501(c)

15. Liquid scintillation counter calibrated annually  
    **References**: 10CFR20.1501

16. Waste is properly labeled  
    **References**: 10CFR20.1904

17. Waste is properly shielded  
    **References**: 10CFR71.127 Handling, storage, and shipping control

18. Removable contamination surveys performed as required  
    **References**: 10CFR20

19. Radiation level surveys performed at required frequency  
    **References**: Per RSC requirements

20. Radioactive materials users wear appropriate PPE  

21. Fume hood functioning properly  
    **References**: 10CFR20.1701

22. Individuals wear whole body TLDs as required  
    **References**: 10CFR20.1501 & 1502

23. Individuals wear extremity TLDs as required  
    **References**: 10CFR20.1501 & 1502

24. No evidence of eating, drinking, or applying cosmetics  
    **References**: NRC REGULATORY GUIDE 8.18; Prudent Practices in the Laboratory (published by National Academic Press, 2011: 5. C.2.2

25. No storage of food, drink, or personal effects in restricted area  

26. No radioactive contamination detected  
    **References**: 10CFR36.59

27. Radiation levels less than 2 mR in any one hour  
    **References**: 10CFR20.1201
Note:
Storage: 10 CFR 20.1801/1802
Receiving Packages: 10 CFR 20.1906
Regulatory cites: 10 CFR 30; 10 CFR 40; 10 CFR 70. 10 CFR 1-1899 as applicable