

University of Dundee

RADIATION SAFETY SUB-COMMITTEE

A meeting of the Radiation Safety Sub-Committee was held at 10.30am on 2nd December 2009 in the Seminar Room, WTB.

Present: Prof Julie Frearson (JF) [Chair]
Ms Lisa Grayson (LG) [Minutes]
Mr Martin Rollo (MR)
Mr Damian Leddy (DL)
Dr Sheila Sharp (SS)
Ms Karen Bollan (KB)
Dr Nick Helps (NRH)

Apologies were received from Mr Grant Reekie (GR) [University Radiation Protection Adviser], Ms Letty Gibson (LMG), Ms Aileen McLaren (AM), Ms Allison Bridges (AB), Shellagh Neil (SN) and Dr David Sutton (DS).

MINUTES

Action

1. Minutes of the meeting on 14th May 2009

The Minutes were approved.

Matters Arising:

4a) See item 4a of 2/12/09 agenda.

4b) See item 4b of 2/12/09 agenda.

4c) LG still to arrange access to CLS web site for Medical School representatives.

LG

4e) Best Practical Means (BPM)

The BPM declaration forms have been issued, signed and returned to Safety Services. MR proposed reviewing the stock and drain limits in 2010. LG offered to pass on the document she compiled during a recent check of the RiMS files that highlights the largest stock margins. LG to send to MR.

LG

6a) See item 6a of 2/12/09 agenda.

6b) See item 6b of 2/12/09 agenda.

7a) 3H Disposal Costs

MR asked DS about the possibility of the City Campus tapping into the NHS radioactive waste disposal agreement. This is not an option. However, MR has succeeded in obtaining better pricing for tritium disposal via an alternative contractor.

8a) Copy RiMS for Medical School

LG still to send the RiMS template and user guide to DS. User guide is incomplete. LG to endeavour to complete and submit the guide and template before the end of 2009.

LG

8b) Research Staff Representation on the Committee

JF proposed that in addition to a PI replacing her as Chair of the Committee (see item 2a), a PI from the Medical School should also be recruited. JF suggested that the Dean of the Medical School nominates a suitable candidate. SS to approach the Dean.

SS

2. Composition of the Committee

a) Resignation of Chair

JF announced that she is leaving the University to move to the USA and, therefore, must resign from the Committee. The Head of CLS will nominate a PI to replace JF as Chair. JF plans to meet with the

nominee to discuss the role and will emphasise that it is not overly onerous. JF to notify MR and DL once her replacement is confirmed. **JF**

b) New Member

Shellagh Neil has recently been appointed as a Clinical Scientist in the Department of Medical Physics at Ninewells Hospital, and will along with David Sutton provide RPA services to the Medical School. She has agreed to join the Committee, but was unable to attend today's meeting due to other commitments.

3. New Items for the Agenda

a) IMSAT Progress update

X-ray scanner is not in use at present. MRI scanner is in use. Laser units are to be installed shortly.

b) Candidate Proposals for New Chairman

See item 2a.

c) Temporary Co-Chairmen

MR and DL will cover until new Chair is appointed.

d) RPS Training and Certification

MR explained that RPSs will soon have to sit a short test covering RSA 1993 and IRR 1999 requirements. NRH explained that this arose after he passed on information from an MRC Unit in England, which was served with an improvement notice by an Environment Agency inspector who was not satisfied with the level of RPS training. RPSs will be issued with a certificate once they have passed the test, completed the RPS training checklist and, if appropriate, undergone a 6 month mentoring period. LG volunteered to go through the test as a trial run. MR/DL to send the test to LG. MR also suggested piloting the scheme with an RPS who is undergoing training at the moment. LG confirmed that Sandie Gray is currently being trained to cover MSI Floor 2. The committee agreed that existing RPSs should also sit the test. LG enquired as to what the pass mark for the test will be. MR and DL to decide on this once the initial trials are done. **MR/DL /LG**

4. Main Campus

a) RPA Access to CLS Databases and Web Site

LG and MR had discussed the requirement to give the RPA access to the CLS web site and databases from home and both had agreed that this was not essential and, therefore, not worth pursuing. MR confirmed that Safety Services can supply the RPA with all the information he requires upon demand. LG still to arrange access for Medical School representatives. **LG**

b) Review of RADNUC Form

DL confirmed that generic assessments for 32P and 33P work have been completed. DL to forward to LG for incorporation into the Risk Assessment Database. 125I, 3H, 14C and 35S generic assessments still to be completed. Other, specific assessments to be completed as and when required. **DL/LG**

c) Dosimetry Badges

DL proposed a review of body badge usage on the Main Campus on the basis that the majority of badges are not strictly required from a radiation protection perspective. MR pointed out that there has never been a genuine reading on a body badge used in CLS. JF explained that many users feel reassured when wearing a badge and some institutes issue them as a matter of course to all radiation workers. LG acknowledged this but emphasised the importance of ensuring that workers understand the criteria for issuing badges and whether they are likely to sustain any measurable dose during the course of their work. JF agreed that workers should understand the rationale. JF also stressed the importance of making it clear that cost is not an issue. MR proposed that badges should still be issued upon request, regardless of the risk assessment, if the PI demands it. MR added that he now has a badge that gives an instantaneous digital readout that can be used to reassure individuals who have concerns. DL clarified that the badge issuing criteria will not change at present but that the Radpers need to be reviewed to ensure the isotope usage for each worker is up to date. LG proposed using the Radper database to identify all users who meet the criteria at present and asking each one to confirm their current usage. Badge allocation can then be reviewed based on the updated Radpers. JF agreed that this was a sensible approach. DL to progress this forward. DL also informed the Committee that the current contract with the Health Protection Agency to supply dosimetry badges comes up for renewal in March 2010. The annual value of the contract is between £4k and £5k. Alternative suppliers are being considered. The new contract will be awarded before the next meeting. **DL**

d) Audits

MR reported that the audit program for 2009 was complete barring a visit to the MRC PPU, which has yet to be scheduled. MR to arrange with AB. Audits will continue in 2010 but focusing on a different topic from this year's.

MR

e) UV Audit 2009

MR explained that this has not been done due to staffing shortages. The 2006 inventory needs to be updated then annual checks carried out thereafter. LG proposed adding a "UV sources" item to the CLS general laboratory inspection checklist to get the annual checks done as part of the existing inspection program. MR and DL agreed to this. LG to amend general laboratory inspection checklist accordingly. MR to send current UV inventory to LG. LG to ask Lab Managers to update the inventory for their area.

LG/MR

f) CLS Monthly Returns

MR informed the Committee that CLS management is now insisting that RPSs complete monthly returns within one week of the end of the month. LG explained that she had checked the RiMS files in November and discovered the returns for one area had not been completed since January. SS pointed out that SEPA are very strict about the requirement to promptly complete and submit monthly returns. LG assured the Committee that the issue has been addressed by CLS management and the returns for all areas are now up to date. It has been agreed that LG and MR will check the RiMS files each month from now on and report back to the relevant line manager if there are any late submissions. NRH informed the Committee that he just learned that MRC PPU is exempt from the "one week" rule and expressed concern over this decision. After some discussion it was agreed that the requirement to submit monthly returns within one week of the end of the month should apply to all areas in CLS, including MRC PPU. MR to inform the relevant parties.

MR

MRC Unit

a) Updated Certificates

MRC PPU Authorisation and Registration certificates have been amended to accommodate and increase in 33P usage and a decrease in 3H usage. NRH explained the reasons for the changes.

b) Kinase Profiling Center Scintillation Waste

Scintillation waste from the DSTT screening facility will now be classed as VLLW. NRH clarified that this waste is comprised of filter plates with trace amounts of scintillation fluid as opposed to vials containing significant volumes of liquid. SEPA have approved this. MR noted that 75 to 80 drums worth of waste can now be disposed of as VLLW that would previously have required expensive disposal via a specialist contractor.

5. Medical School

SS issued a hard copy of the Medical School Radiation Protection Update for Nov 2009 (attached) and talked the Committee through the key points.

Restructuring

SS informed the Committee that the number of RPSs in the Medical School has drastically reduced as a result of the restructuring, leaving only SS, KB and AM in post. Radper and Radnuc forms have been reviewed and amended as required.

Inspections

SS informed the Committee that SEPA inspected the NHS labs last week and will return to inspect the Medical School labs in January. An HSE inspection was also scheduled but this has been postponed until mid 2010.

New Study in MSRU

An 18F and 3H uptake study is being conducted in collaboration with a group from Aberdeen. The 18F work has not yet started as the experimental details are still to be finalised. A temporary Radnuc is in place to cover this one off experiment.

Centre for Clinical Research

The PET/CT scanner will be installed once SEPA grant the necessary license, hopefully, in December or January 2010.

6. RPS Matters

a) My Dundee Forum

DL notified all RPSs of the online forum on My Dundee after the previous meeting but only two people have accessed the site to discuss one minor issue. DL put this down to RPSs having ample opportunity to discuss issues and raise queries but other means. The forum will remain live for the time being.

b) Spill Training

The D-SIM radiation monitor simulation system has arrived and the spill training package for RPSs is being updated. Training will be delivered early 2010. LG proposed a trial run and suggested the training takes place in the empty lab area on MSI 3. MR summarised how the system operates. JF suggested that end users may benefit from similar training. NRH suggested incorporating it into the New Users course. LG proposed a 10 minute video specifically for new users. DL and MR to consider.

**DL/MR/
LG**

7. Waste Disposal

a) 2009 Main Campus Costs

The total cost for disposal of sealed sources and solid LLW from the Main Campus in 2009 is £6693. JAF enquired as to whether the costs will be expected to reduce next year now that the screening scintillation waste does not require special disposal. MR confirmed that, yes, a significant decrease is anticipated.

8. Additional Agenda Items

a) LG announced that Lynn McKay has agreed to assume the role of RPS for Daan van Aalten's group on MSI 3 and Sandie Gray is to deputise for Jackie Heilbronn, RPS on MSI 2. Both Lynn and Sandie are undergoing training/mentoring and will sit the new test at a time to be agreed with MR and DL.

9. Date of Next Meeting

Approximately 6 months hence. Exact date/time to be decided by the new Chair.

Chair

NRH thanked JF for presiding over the Committee throughout 2009 and wished her the very best of luck for the future on behalf of all members.