

**RADIOACTIVE AREA DECOMMISSIONING DECLARATION**

<b>Department/School:</b> _____	<b>Area:</b> _____
<b>RPS:</b> _____	<b>Tel No:</b> _____
<b>I wish to confirm that this area has been decommissioned by the existing personnel as required.</b>	
<b>Signature:</b> _____	<b>Date:</b> _____
<b>I confirm that this area has now been fully decommissioned.</b>	
<b>RPA:</b> _____	<b>Date:</b> _____

**FINAL DECONTAMINATION RECORD**

**RPS**

Location	Nuclides Used	Monitoring Method	Counts above BG	Comment

**RPA**

Location	Nuclides Used	Monitoring Method	Counts above BG	Comment

## **Procedures for Decommissioning Radioactive Areas**

### **A) Existing Personnel**

1. Remove all radioactive stocks and waste. For stocks which are to be transferred to different buildings/institutions, the RPA should be consulted. For waste which can not be disposed of by the standard routes, the RPA should be consulted.
2. Decontaminate areas where radioactive materials were used. This should include designated sinks, fume cupboards, benches and apparatus. Less obvious places such the fronts of benches and certain floor areas should be checked, particularly where solvent/water marks have been left.
3. Remove all radioactive labels from decontaminated apparatus but LEAVE LABELS IN AREAS, ON SINKS ETC TO FACILITATE FINAL CHECKING BY THE RPA WHERE FITTINGS ARE TO BE REMOVED.
4. Sign the declaration form and user's final decontamination record.

### **B) Radiation Protection Adviser**

1. Monitor/decontaminate exposed areas where fittings are removed eg backs of benches and sinks, inside pipes.
2. Sign declaration form and RPA's final decontamination record.
3. Remove remaining labels.