

Employee Training Area Surveys

1. All areas where radioactivity is handled, used, and prepared should (unless a written directive is required and these areas will) be surveyed at the end of each day of use for ambient radiation exposure rates.
2. All areas where radioactive materials are stored should be surveyed weekly for ambient radiation exposure rates.
3. Surveys for ambient exposure rates will be performed with a radiation detection survey instrument. For example, a Geiger-Mueller meter able to detect as low as 0.1 mR/hr.
4. All measurements will be made on the lowest scale, unless exposure rates exceed this scale.
5. Trigger level exposure rates will be determined by the RSO, for each area that is to be surveyed.
6. Survey results greater than the trigger levels will result in decontamination or shielding procedures necessary to reduce the exposure levels ALARA or to background on repeat surveys. **Any result that exceeds the trigger level must be reported to the RSO.**
7. A record shall be kept of all survey results. These records will be retained for a period of three (3) years. The record **MUST** include:
 - a. Date of the survey
 - b. Results of the survey
 - c. Instrument used to make the survey
 - d. Name of the person conducting the survey.

It is highly suggested that the following additional information be noted:

 - a. Location surveyed
 - b. Drawing of the area surveyed.
 - c. Trigger levels keyed to the location on the drawing.
 - d. Results keyed to the location on the drawing.
 - e. Corrective actions taken in case of contamination or excessive exposure rates and reduced contamination levels after corrective action.
8. The RSO or their designate will review the survey results on a quarterly basis for conformance to certain action levels.

Radiation Safety Officer

Date: _____

Administrator

Date: _____