

Typical Duties and Responsibilities

The RSO's duties and responsibilities include ensuring radiological safety and compliance with NRC and DOT regulations, and with the conditions of the license (see Figure H.1). Typically, these duties and responsibilities include ensuring that:

- General surveillance is provided over all activities involving radioactive material, including routine monitoring, special surveys, and responding to events;
- Incidents are responded to, investigated, and cause(s) and appropriate corrective action(s) are identified, and timely corrective action(s) are taken;
- Proper authorities are notified of incidents such as damage, fire, or theft;
- Corrective actions are developed, implemented, and documented when violations of regulations or license conditions or program weaknesses are identified;
- Immediate termination of all activities following any unsafe condition or activity that is found to be a threat to public health and safety;
- He or she is the primary source of radiation protection information for personnel at all levels of responsibility;
- All radiation workers are properly trained;
- Procedures for the safe use of radioactive materials are developed and implemented;
- The licensee's procedures and controls, based upon sound radiation protection principles, are periodically reviewed to ensure that occupational doses and doses to members of the public are as low as is reasonably achievable (ALARA). Documentation is maintained to demonstrate, by measurement or calculation, that the total effective dose equivalent to the individual member of the public likely to receive the highest dose from the licensed operation does not exceed the annual limit;
- Prospective evaluations are performed of occupational exposures, and those individuals likely to receive, in one year, a radiation dose in excess of 10% of the allowable limits are provided personnel monitoring devices;
- When necessary, personnel monitoring devices are used and exchanged at the proper intervals, and records of the results of such monitoring are maintained;
- The performance of fume hoods and gloveboxes used for volatile radioactive material work are monitored for proper operation;
- The receipt, opening, and delivery of all packages of radioactive material arriving at the nuclear pharmacy are overseen and coordinated;
- An inventory of all radioactive materials is maintained and the types and quantities of radionuclides at the facility are limited to the forms and amounts authorized by the license;

APPENDIX H

- Sealed sources are leak-tested at required intervals;
- There is effective management of the radioactive waste program, including effluent monitoring;
- Packaging and transport of radioactive material is in accordance with all applicable DOT requirements;
- An up-to-date license is maintained and amendment and renewal requests and notifications of new ANPs are submitted in a timely manner;
- Radiation safety program audits are performed at least annually and documented;
- He or she acts as liaison to the NRC; and
- All required records are properly maintained.

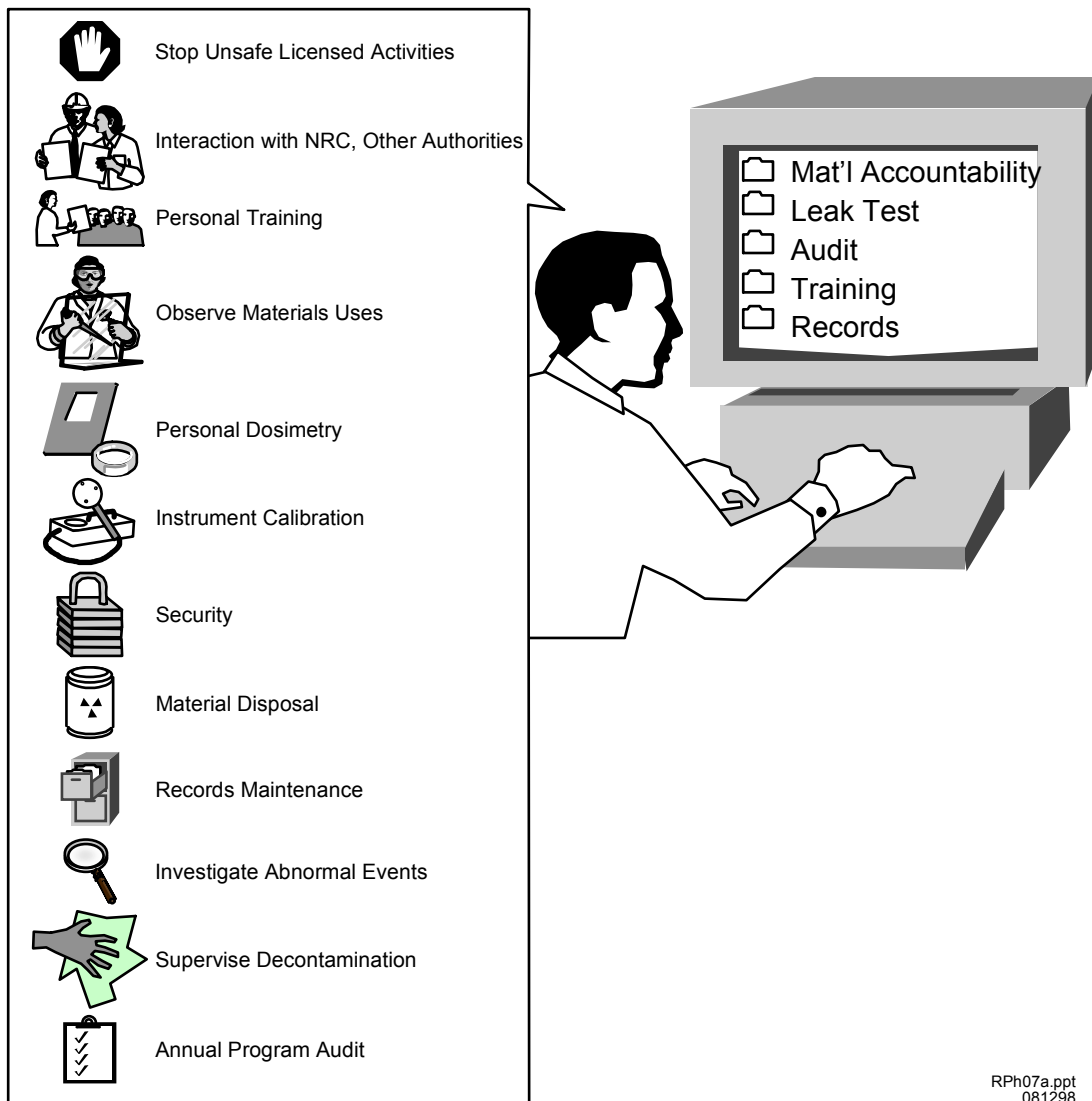


Figure H.1 Typical Duties and Responsibilities of the RSO.