OP 79.08: RADIOLOGICAL, CHEMICAL, AND LABORATORY SAFETY

PURPOSE

The purpose of this policy is to provide for effective, efficient, and safe policies and procedures for the Starkville campus procurement, use, storage, and disposal of all radioactive materials and equipment that are sources of ionizing radiation.

This policy also establishes a safety review protocol for safety matters arising on campus involving laboratory, teaching, or research facilities. General safety such as indoor air quality in offices and residence halls, fire code concerns, and physical hazards in public areas are not addressed in this policy.

Mississippi State University (MSU) is committed to provide a safe workplace for all employees, students, and visitors to campus.

POLICY/PROCEDURE

The *Mississippi State University Radiation Safety Manual* has been developed by the university's Radiation Safety Officer (RSO) and Radiological, Chemical and Laboratory Safety Committee. The Radiation Safety Manual has been incorporated into the university's radioactive materials license.

Mississippi State University is committed to full compliance with the terms and conditions set forth in all radioactive material licenses and x-ray registrations issued to the university, the applicable sections of the *Regulations for Control of Radiation In Mississippi,* Title 49 Code of Federal Regulations (or equivalent standards for shipments by air), and Title 40 Code of Federal regulations as applicable to campus work involving radioactive materials. The responsible department head or director shall assure that work conducted is in compliance with all applicable licenses and regulations. Compliance with the terms and conditions of x-ray and electron microscope registrations issued to MSU is the responsibility of the authorized users specified on the registration and the department head or director.

Most radioactive materials work on campus is conducted under Educational Broad Scope License MS-EBL-02. All proposed uses of radioactive materials under MS-EBL-02 must be approved by the university Radiological, Chemical and Laboratory Safety Committee as required by the license. The university RSO shall manage daily duties associated with the radiation safety program and other such duties as specified in license MS-EBL-02. The Vice President for Research and Economic Development is responsible for administrative matters associated with the license and other duties as required in the license.

The university Radiological, Chemical and Laboratory Safety Committee members are appointed by the Vice President for Research and Economic Development. Members must satisfy the requirements of the license MS-EBL-02. The chair of the committee and RSO shall present the vice president a list of eligible university personnel annually. Efforts will be made to select committee members to represent the various departments on campus that use radioactive materials and to bring expertise to the committee necessary to thoroughly evaluate all proposed uses of radioactive materials.

The committee may review chemical or laboratory safety matters within its jurisdiction which have been submitted in writing to the Environmental Health & Safety Office or the committee chair. A brief investigation will be conducted by the RSO and a report will be prepared. The committee chair will determine if a full committee review or limited review is required. Upon completion of the review, the committee's written recommendations shall be made to the requestor.

The committee may appoint advisory members as needed to conduct chemical and laboratory safety reviews.

If the committee determines a safety matter under the jurisdiction of the committee poses an immediate hazard to property or persons, an immediate notification will be made to responsible parties and the appropriate vice president(s).

Waste generated that is both radioactive and also regulated under the Resource Conservation and Recovery Act (RCRA) will be managed at the MSU radioactive waste storage facility or at another designated waste storage facility if generated off the main campus. Storage precautions will be implemented based on chemical and radiological properties of the material. Any radiological safety personnel handling the waste will be trained in both radiological and chemical response to safely handle the material on campus and, if necessary, respond to spills or leaks of the mixed waste.

Any shipment of radioactive material from the MSU campus will comply with any applicable U.S. Department of Transportation (or other applicable transportation) regulations. Packages of radioactive materials must be packaged under the supervision of the RSO. All packages containing radioactive materials must be inspected by the RSO before being submitted to the carrier/transporter.

REVIEW

The university Radiation Safety Officer, Director of Environmental Health & Safety, and Vice President for Research and Economic Development will review this operating policy every four years or when circumstances require an earlier review.

REVIEWED BY:

/s/ Donna M. Rogers	09/24/2015
Radiation Safety Officer	Date
/s/ Michael Parsons	09/24/2015
Director, Environmental Health & Safety	Date
/s/ David R. Shaw	09/23/2015
Vice President for Research and Economic Development	Date
/s/ Timothy N. Chamblee	09/28/2015
Assistant Vice President and Director Institutional Research and Effectiveness	Date
/s/ Joan Lucas	10/14/2015
General Counsel	Date

APPROVED:

/s/ Mark Keenum	10/26/2015
President	Date