

SECTION 2

ORGANIZATION

2.1 INTRODUCTION

The authorization, structure, personnel, and responsibilities of individuals for the radiation safety program for Louisiana State University and Agricultural & Mechanical College at Baton Rouge (for radiation safety matters Pennington Biomedical Research Center is included) are described in this Section. The names and telephone numbers of individuals currently engaged in the radiation safety program are listed on the home page (www.radsafety.lsu.edu).

2.2 AUTHORIZATION

Authorization for Louisiana State University (LSU) to possess, store, and use radioactive materials is stipulated in a broad-scope radioactive materials license issued by the Louisiana Department of Environmental Quality, which has vested responsibility from the United States Nuclear Regulatory Commission (NRC) within the State of Louisiana. The broad-scope license allows the University maximum flexibility in the use of radioactive materials for teaching and research through the operation of an internal radiation safety and control program. Copies of the license are available for inspection in the Radiation Safety Office.

Administrative authorization from the University is contained in PM-30 (see www.lsusystem.lsu.edu), issued from the Office of the President. It sets forth the responsibilities and authorities of the individuals and committees required by the University's broad-scope license and the names of the individuals and committee members.

Authorizations for individual campus activities are contained in the minutes of the LSU System Radiation Safety Committee, in campus policy statements, and in approved individual campus radiation safety manuals. Special authorization for unusual circumstances may be required and will supersede the contents of this manual. Regulations or campus practices may change. Such changes will be implemented by letters/e-mails to all users. Such notifications shall take precedence over this manual.

2.3 PROGRAM STRUCTURE

The Chairman of the System Radiation Safety Committee is administratively responsible for the radiation safety programs within the University and reports to the System President through the System Vice-President for Academic Affairs. Direct responsibility for implementation of the radiation safety policies and directives established by the System Radiation Safety Committee is assigned to the LSU System Radiation Safety Officer.

Appointment of individual Campus Radiation Safety Officers is authorized in PM-30, and appointment of individual Campus Radiation Safety Committees has been approved by the System Radiation Safety Committee. The Campus Radiation Safety Committee is responsible for supervision and control of ionizing radiation hazards and will direct the activities of the Campus Radiation Safety Officer.

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The Assistant Radiation Safety Officer serves as temporary Campus Radiation Safety Officer when the permanent Radiation Safety Officer is off-campus. It is incumbent on the permanent Campus Radiation Safety Officer to inform the Committee Chairman when he/she will be unavailable for periods exceeding one business day.

The Louisiana State University and Agriculture and Mechanical College Radiation Safety Committee is composed of representatives from the College of Basic Sciences, the College of Engineering, the School of Veterinary Medicine, the Agricultural Center, the Pennington Biomedical Research Center, and other persons having knowledge in the use of radiation and radioactive materials. Non-voting members shall include the director of the Office of Occupational and Environmental Safety and the Campus Radiation Safety Officer. Administratively, the Campus Radiation Safety Committee reports directly to the Vice-Chancellor for Research and Economic Development.

2.4 RESPONSIBILITIES AND AUTHORITY

All persons involved with the handling, use, and storage of radioactive materials and radiation sources have the general responsibilities to:

- a. Assure that University personnel, students, and visitors are not subject to undue radiation exposure;
- b. Assure full compliance with all federal and state regulations;
- c. Assure full compliance with local and state codes and ordinances;
- d. Assure full compliance with all University regulations and policies pertaining to radiation safety;
- e. Assure full compliance with special project restrictions;
- f. Assure that the integrity and usefulness of University facilities are not compromised; and
- g. Assure that high standards of good practice and safe handling are maintained.

These general responsibilities apply to all individual users, technicians, students, and operating personnel.

Each person who handles radioactive materials or radiation sources must recognize that the ultimate success of a radiation safety program lies in responsible actions by individuals in their daily work.

The Campus Radiation Safety Committee is charged with the responsibility and authority to control the use of radioactive materials and radiation sources on campus. The Campus Radiation Safety Committee can expedite action on radiation safety matters because of its intimate knowledge of local situations and because of its ability to convene quickly. An executive committee consisting of the Campus Radiation Safety Committee Chairman, the Campus Radiation Safety Officer, and one other Committee voting member chosen by the Campus Committee is empowered by the full Committee to act in emergency situations. The Campus Radiation Safety Committee has advisory responsibilities for:

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- a. Assuring that user projects comply with license restrictions, University policies and regulations, and standards of good practice;
- b. Assuring that proposals for grants and contracts do not pose unacceptable radiological risks to individuals;
- c. Assuring that both new construction and renovation of existing buildings meet standards of good practice for using or storing radioactive materials or radiation sources;
- d. Assuring that University personnel involved in the control of radiation hazards, including users and their assistants, have appropriate training and experience; and
- e. Reviewing the actions of the Campus Radiation Safety Officer.

The Campus Radiation Safety Officer is appointed by the Chancellor to supervise the radiation safety program in all aspects, with the responsibility for proper control of radiation-related projects on the campus and at any other site under campus supervision or control. As specified in PM-30, approval of the Campus Radiation Safety Officer is required for:

- a. All matters pertaining to the LSU System radioactive material license and radiation-source registration;
- b. All requisitions of radioactive materials and radiation producing equipment;
- c. All user projects, including laboratory and teaching uses, research and development projects, and any other activities with potential radiological hazards;
- d. All contract and grant proposals involving radioactive materials or radiation sources;
- e. Training of all personnel who will directly use radioactive materials or radiation sources or frequent the radiation laboratory; and
- f. All facilities, construction, outfitting, and renovation, including review and approval of construction plans, drawings, and specifications involving radioactive materials and radiation sources.

The Campus Radiation Safety Officer has the vested authority to act immediately in all matters pertaining to radiation safety for the purpose of assuring individual well-being and the integrity of University. The Campus Radiation Safety Officer may appeal directly to the Chancellor for support in these actions, which are then subject to review by the Campus Radiation Safety Committee and by the LSU System Radiation Safety Committee.

2.5 ENFORCEMENT

The Campus Radiation Safety Committee is authorized under PS-99 (see <http://appl003.lsu.edu/ups.nsf>) to place persons who violate campus radiation safety procedures and/or applicable State/Federal regulations on probation or to immediately suspend or revoke their privileges to use radiation producing equipment or radioactive materials.