



University of
St Andrews

Radiation Local Rules & Site-Specific Information

Site Name: School of Psychology and Neuroscience, Bute Building

Document type	Policy
Scope (applies to)	Staff and students
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Approved date	12/07/2021
Approver	Head of EHSS
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School / unit	Environmental Health and Safety Services
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Information classification	Public
Equality impact assessment	None
Key terms	Health and safety/Hazard identification and risk assessment
Purpose	Compliance with Ionising Radiations Regulations 2017 legislation



Radiation Local Rules & Site-Specific Information

Site Name: School of Psychology and Neurosciences

This document constitutes the Local Rules under Regulation 18 of the Ionising Radiations Regulations 2017 (IRR17) for the above site and must always be kept up to date. The contents of this document and its references must be brought to the attention of all personnel affected by them.

Site Appointees – Radiation Protection Supervisors (RPSs)

The RPSs appointed under the IRR17 have roles including the responsibility for ensuring that St. Andrews University complies with these Local Rules and the associated Radiation Work Instructions as identified in Work Instruction 1 (WI 1)

Name	Date Training Completed	Date Next Refresher Due (At least every 3 years)
Professor Karen Spencer	14, 21, 28th April 2021	April 2024

Radiation Protection Advisers

The Radiation Protection Advisers employed by Aberdeen Radiation Services act as RPAs to St. Andrews University. They can be contacted as below:

Working Hours: **01224 749784**
ARPS @aberdeenradiation.co.uk

Outside working hours (emergency contact):
01224 518020

Radiation Protection Officer

The Radiation Protection Officer for St. Andrews University, Dr Paul Szawlowski, is responsible for the routine advice regarding IRR17 and the implementation of these Local Rules. He can be contacted as below:

Working Hours: **01334 462753 or 07715 843061**
Outside Working Hours: **01333 450014 or 07715 843061**

Dose Investigation Level

The St. Andrews University whole-body effective dose investigation level is **0.5 mSv** in a calendar year or **0.5 mSv** in a two-month period.

Where workers are issued with finger TLDs the dose investigation level is **0.5 mSv** in any two-month wear period.

Contingency Arrangements

Section 2.6 of the Work Instructions has identified the contingency arrangements for foreseeable incidents happening within the laboratories in this area. Emergency incident posters will be located in rooms where radioactive work is undertaken. There is only work with tritium in these laboratories at present. The detailed emergency arrangements can be found in the Work Instructions attached to this document

Description	Doc. Ref
Radiation Area Incidents due to Unsealed Radioactive Sources	Work Instruction 2.6.2
Contamination Monitoring	Work Instruction 6
Lost Sealed or Unsealed Source	Work Instruction 2.6.2 and Work Instruction 2.6.4

It is vital to maintain training for the response to such incidents are practiced. An annual training session will be arranged by the URPO.

Written Arrangements for Non-Classified Workers

Please refer to the job specific Radiation Work Instructions; these set out the arrangements in place to restrict an exposure to ionising radiation, including the use of PPE and restrictions on the type of work, dose rates and the time spent in the area. All written arrangements must be approved by the RPA. If the arrangements are not adequately defined in the Radiation Work Instructions, contact the RPA to assist with the preparation of a suitable written arrangement.

Controlled Radiation Areas:

Location: None

Supervised Radiation Areas:

Location: Bute Building - Room E1

Temporary Radioactive Waste Storage Areas

Location(s) used: Bute Building Room E1

The only radionuclide being used in this area is ³H.

Permanent Radioactive Waste Storage Area

Location: Radioactive waste store - The Scores, University of St Andrews, St Andrews, Fife

Access Arrangements: Key available from University Radiation Protection Officer, Dr Paul Szawlowski

Telephone No.: Work 01334 462753 or 07715 843061
Home - 01333 450014 or 07715 843061

Small (exempt) Source Store Locations

Test: Not applicable

Other: N/A

Designated Areas – Supervised Areas

All areas where unsealed sources are manipulated. All other areas where the risk assessment identifies that a radiation dose of greater than 1 mSv but less than 6 mSv may be received in a year.

The maximum quantities of radionuclides which can be used in this area as a Radiation Supervised Area is:

	Storage Supervised Area (MBq)	Usage Supervised Area (MBq)
Radionuclide		
3H	1000	100

If higher quantities of radionuclides are required to be used and/or stored then the area will have to be redesignated as a 'Controlled Area'.

Designated Areas – Controlled Areas

All areas where a doserate in excess of 7.5 µSv/h exists or the risk assessment identifies that a dose of greater than 6 mSv per year may be received.

Radiation Work Instructions

The following Radiation Work Instructions (RWI) and generic risk assessments apply at this site. These must be used in conjunction with the contents of the St. Andrews University Radiation Policy & Guidance Document (.....).

RWI No.	RWI Title (see)	Applies	IRR17- Risk Assessments which apply
Management			
01	Management of Work with Ionising Radiations at the University of St Andrews	<input checked="" type="checkbox"/>	
02	Radiation Area Incidents	<input checked="" type="checkbox"/>	
03	Radiation Record Keeping	<input checked="" type="checkbox"/>	
Laboratory Radioactive Materials Operations			
04	Handling unsealed radioactive solutions	<input checked="" type="checkbox"/>	IRR17-Risk Assessment No. 1 - Risk assessment for the consent for the deliberate addition of radioactive substances in the production of products
05	Radioactive Waste	<input checked="" type="checkbox"/>	
06	Contamination Monitoring	<input checked="" type="checkbox"/>	
07	Use of Unsealed radioactive sources for undergraduate work	<input type="checkbox"/>	
08	Use of small sealed sources for teaching	<input type="checkbox"/>	
09	Use of HASS Sealed Source	<input type="checkbox"/>	
10	Use of Radioactive Sources for Luminescence Dating	<input type="checkbox"/>	
Sealed Sources and Radiation Generators			
11	X-Ray Crystallographic Units	<input type="checkbox"/>	
Geological Specimens			
17	Radon	<input type="checkbox"/>	
18	Handling Specimens	<input type="checkbox"/>	
Animal Experiments			
19	Seal studies in pool	<input type="checkbox"/>	

Detailed additional project-specific risk assessments and written arrangements can be found on the relevant Radiation Protection Management Programme RadProt at URL: <https://portal.st-andrews.ac.uk/radprot/open/>

Approved

Name Dr Paul Szawlowski

Position University Radiation Protection Officer and Deputy Director of Environmental Health and Safety Services, University of St Andrews

Signature..... 

Date 12/07/2021

Version number	Purpose / changes	Document status	Author of changes, role and school / unit	Date
v1.0	New Document	Draft	Dr Paul Szawlowski	12/07/2021