

RADIOISOTOPE LABORATORY INSPECTION CHECKLIST

Lab ID 00000 Room # 0000001
PI Anyone Other Use Rooms _____
Due Date: 12/25/2010 _____
Inspection Date: _____
Building North Pole _____
Department Elves _____

POSTING

- Yes No N/A Caution-Radioactive Material signs clearly posted on the outside of all doors of laboratory
 Yes No N/A Emergency Contacts posted outside of laboratory near entrance
 Yes No N/A Eating and Drinking restrictions posted on the outside of all doors to laboratory
 Yes No N/A General Laboratory safety rules and procedures conspicuously posted in laboratory
 Yes No N/A Emergency Procedures posted at telephone in the laboratory
 Yes No N/A Noncompliance Form from the Atomic Energy Act of 1954
 Yes No N/A Notice to Employees (State Form) posted in laboratory
 Yes No N/A Informed individuals form conspicuously posted in laboratory
www.ehss.vt.edu Copy of Radioactive Material Safety Program readily available (Current Revision 11)
www.ehss.vt.edu Required Reading Memos

FACILITY

- Yes No N/A General housekeeping satisfactory
 Yes No N/A Work and storage areas uncluttered
 Yes No N/A Isotope work areas (benches, hoods, etc.) well marked
 Yes No N/A All equipment used for isotope work clearly marked
 Yes No N/A Pipettors used for isotope work well marked and kept separate from other pipettors
 Yes No N/A Areas designated for food and beverage consumption well marked, separated from isotope work areas
 Yes No N/A Aisles clear of obstructions
 Yes No N/A All isotope work performed on plastic-backed absorbent paper
 Yes No N/A Isotope work areas kept to a minimum
 Yes No N/A Containers and radiation producing machines are labeled with the radiation symbol
 Yes No N/A Survey documents include survey meter make, model and serial number
 Yes No N/A Utilization logs for gauges are in use
 Yes No N/A Survey instruments operable
 Yes No N/A Fume hood is operable
 Yes No N/A All rooms used for isotope work are authorized
 Yes No N/A Radiation levels are below limits (0.25 mR/hr at 1 ft)
 Yes No N/A Contamination levels are below limits (220 DPM/100 cm²)
 Yes No N/A Experiment is not in progress

STORAGE

- Yes No N/A All radioactive material properly stored in locked storage areas when not in use (if greater than limiting values are possessed)
 Yes No N/A All radioactive waste properly stored in well marked containers
 Yes No N/A Laboratory locked when not occupied (if greater than limiting values are possessed)
 Yes No N/A All waste containers are closed
 Yes No N/A All "sharps" waste is properly disposed in "sharps" container