

XXXX Nuclear Laboratory

THEFT OR LOSS OF RADIOACTIVE MATERIALS POLICY

Purpose:

The purpose of this policy is to insure that the proper authorities are notified in case radioactive material is lost or stolen.

Policy:

1. It is the policy XXXXXX to have our “Hot Lab” containing all radioactive materials locked at all times when there are no nuclear medicine technologists to supervise the security of radioactive materials.
2. All radioactive materials are inventoried on a regular basis.
3. In the case of any missing radioactive materials, the following authorities will be notified:
 - Notify Radiation Safety Officer, Bozo the Clown by calling Home- (123) 123-1234 Cell (123) 123-1234.
 - Notify the Nuclear Regulatory Commission by calling 301-951-0550
 - Notify the PA Dept. of Env. Protection by calling 123-123-1234
 - Notify Local Police Department by calling 911 if necessary
4. Contain the area until the proper authorities arrive or advise otherwise
5. The laboratory must notify the NRC Operation Center by telephone within 30 days after the occurrence of any lost, stolen, missing licensed material become known in a quantity listed in the table below.

Radionuclide	Quantity (mCi)
^{18}F	10
^{57}Co (sealed source)	1
^{67}Ga	10
$^{99\text{m}}\text{Tc}$	10
^{111}In	1
^{123}I	1
^{131}I	0.01
^{133}Xe	10
^{137}Cs (sealed source)	0.1
^{201}Tl	10
SI Conversion factor: 1mCi = 37MBq	

6. Within 30 days after the telephone report, a written report must be made to the administrator of the appropriate NRC Regional Office, containing the following information: description of the licensed material involved description of the circumstances under which the loss or theft occurred, statement of disposition or probable disposition of licensed material involved, exposures of individuals to radiations, actions that have been take to recover the material, and procedures that have been adopted to ensure against a recurrence of the loss or theft. Names of individuals who may have received exposure to radiation must be stated in a separate section of the report.

SAMPLE

Written: _____	Date: _____
Revised: _____	Date: _____
Reviewed: _____	Date: _____
_____	Date: _____