

INITIAL PERMIT APPLICATION FOR USE OF RADIOACTIVE MATERIALS (RAM)

INSTRUCTIONS: Complete all items below, entering "NA" or "None" where applicable. Submit your completed document via email to the Radiation Safety Officer (RSO), in person to room B50J in the Clinical & Translational Science Center (CTSC, building 227), or via interoffice mail to MSC08 4560, attention Radiation Safety Officer.

Please contact the RSO at 505-272-5500 to report technical issues with this document and for assistance with your application.

# PRIMARY APPLICANT (PERMIT HOLDER)

Provide information for the proposed Permit Holder who will supervise all use, storage, and transfer of radioactive material.

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| --- | --- | --- | --- |
| Name:  |   | Title:  |   |
| Department:  |  | Building:  |   |
| Office:  |   | Email:  |   |
| Phone:  |   | MSC:  |   |

# CO-APPLICANT (ALTERNATE PERMIT HOLDER)

Provide information for a faculty member or other qualified individual who will be responsible for radioactive material and supervision of authorized personnel in the absence of the Permit Holder.

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| --- | --- | --- | --- |
| Name:  |   | Title:  |   |
| Department:  |   | Building:  |   |
| Office:  |   | Email:  |   |
| Phone:  |   | MSC:  |   |

# AUTHORIZED PERSONNEL

List all personnel (other than the primary applicant and co-applicant) who will be handling radioactive material, responsible for implementation of the proposed radiation safety procedures, and/or present in the restricted area where licensed radioactive material will be used and/or stored. List additional authorized personnel on a separate attachment.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Title | Email | Phone | T&E Status\* |
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\*Training and experience (T&E) requirements are described in the UNM Radiation Safety Manual. Submit a Statement of Training and Experience for each individual named on this application or provide equivalent information as to the type, location, and duration of all previous training. Where appropriate, include copies of radioactive materials licenses and previous radiation permits as part of your application. All training and experience will be reviewed and verified prior to issuing a permit for use of ionizing radiation.

# RADIOACTIVE MATERIALS

Describe the radioactive material(s) for which you are seeking permit authorization.

| Radionuclide | Physical Form | Chemical Form | Requested Possession Limit (mCi) | Amount to be Used at Any One Time (mCi) |
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| DESCRIPTION OF USE | Describe the manner in which the radioactive material(s) listed in the table above will be used for research and instruction. Please include appropriately-truncated written protocols as a separate attachment to your application. |
| This field is mandatory. |

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| FACILITIES - AUTHORIZED LOCATIONS | Describe the facilities where licensed radioactive materials will be used and/or stored. Include information regarding any existing or planned structural features to mitigate radiation exposure to adjacent areas (e.g. lead-lined walls or portable shielding). Please provide any room diagram(s) as a separate attachment to your application. |
| This field is mandatory. |

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| FACILITIES - ENGINEERING CONTROLS | Describe the engineering controls (e.g. chemical fume hood(s)) and/or other structural features in the proposed authorized location(s) that will be used to minimize concentrations of airborne radioactive material and prevent the escape of radioactive dusts, gases, and aerosols into the surrounding area. |
| This field is mandatory. |

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| FIELD WORK | Describe any proposed field work or activities to take place in facilities or areas not under the University of New Mexico's immediate control. |
| This field is mandatory. |

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| DETECTION AND INSTRUMENTATION - EXTERNAL EXPOSURES | Describe the portable survey instrument(s) and passive detector(s) that will be used to evaluate the magnitude and extent of radiation levels and identify potential radiological hazards in the proposed authorized locations as well as adjacent areas. |
| This field is mandatory. |

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| DETECTION AND INSTRUMENTATION - REMOVABLE CONTAMINATION | Describe the counting instrument(s) that will be employed to measure concentrations or quantities of radioactive material and residual radioactivity in the proposed authorized location(s) as well as adjacent areas. |
| This field is mandatory. |

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| RADIOLOGICAL SECURITY | Describe how licensed radioactive material(s) will be secured against use or access by unauthorized individuals and the precautions to prevent loss, theft, inadvertent disposal, or damage. |
| This field is mandatory. |

# RADIOACTIVE WASTE(S)

List all radioactive wastes that will be generated as a result of carrying out the procedures described in this application.

| Category | Mass/Volume/Vials Generated per Use | Mass/Volume/VialsGenerated per Year | Organic Component | Biological Component | Hazardous Component\* |
| --- | --- | --- | --- | --- | --- |
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\*The University of New Mexico must take precautions to prevent the generation of any "mixed waste" that contains a radiological component in addition to a hazardous waste or wastes regulated under the Resource Conservation and Recovery Act (RCRA). Contact the Radiation Safety Officer for additional information about mixed wastes and consult the UNM Radiation Safety Manual for general guidance regarding the management of low-level radioactive waste streams.

# ACKNOWLEDGMENT AND CERTIFICATION

By signing this form, Applicant and Co-Applicant certify that the information provided in this permit application to use, store, and transfer licensed radioactive material at the University of New Mexico is accurate and true to the best of his/her ability.

Furthermore, Applicant and Co-Applicant agree to the following conditions in order to receive and maintain authorization to use, store, and transfer licensed radioactive material as a Permit Holder and/or Alternate Permit Holder:

[ ]  Commit to providing and documenting adequate instruction to workers, to include function-specific training, so that each might successfully carry out assigned duties with only minimal risk of excessive occupational exposure to ionizing radiation.

[ ]  Report promptly to the Radiation Safety Officer any radiological hazards that might affect the safety of faculty, staff, and students of the University of New Mexico as well as all visitors and members of the public.

[ ]  Report promptly to the Radiation Safety Officer any noncompliant conditions that imperil the University's radioactive material licensure and otherwise good standing with local, state, and federal regulatory agencies.

[ ]  Ensure the appropriate segregation and minimized volumes of radioactive wastes generated while conducting authorized activities and avoid generation of mixed waste(s) wherever possible.

[ ]  Follow guidelines to ensure all procedures for procurement and subsequent inventory control of licensed radioactive materials are strictly followed by any personnel with responsibility for acquisition of RAM.

Primary Applicant Signature and Date: Co-Applicant Signature and Date:

(Permit Holder) (Alternate Permit Holder)

