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**Decommissioning Radiation Laboratories**

**SHEP 44**

**Decommissioning Radiation Laboratories**

The following procedures should be followed when a laboratory or room is being taken out of service either prior to refurbishment or cessation of work involving radioisotopes. For any assistance, please contact the SHE office on 0637 or 5166

1. Empty all fridges and freezers of radioactive stocks or samples. Remove any waste bins and discard or contact the SHE office for transfer to the radiation waste store or transfer of any stocks / samples to another laboratory. Please remember to remove any warning tapes attached before discarding any waste.

1. All containers used for the keeping of radioactive material or waste must be removed or checked for contamination. All markings relating to their radioactive contents must be removed or made illegible.
2. Carry out contamination monitoring of the areas, e.g. fume cupboards, floors, designated sinks and their surrounds, sink-traps, work benches, light switches. Use GM counters for the commonly used isotopes and wipe tests for tritium. Record all results and background readings.
3. If contamination is found (readings = / > twice the background count rate), decontaminate using Decon 90 solution and recheck for contamination.
4. Once the laboratory is found free of all radioactive materials and contamination, send your results, together with any previous contamination monitoring records, to the RPO.
5. A member of the SHE Office will then undertake a final survey of the laboratory. Once satisfied with the results, the SHE office member will ensure that all radiation hazard signage and tapes (on doors, cupboards and freezes / fridges) and sink tags have been removed, fill in a decontamination certificate and send one copy to the relevant institue and another to the Estates project manager.

**Laboratory Decontamination Certificate**

|  |  |
| --- | --- |
| Room Number |  |
| Have all areas used to handle radioisotopes been contaminated? | Yes / No |
| What methods have been used to monitor for contamination? | Contamination Monitor / Wipe Test |
| Have monitoring records been updated? | Yes / No |
| Have all hazard warning tapes and label and drain trefoil labels been removed? | Yes / No |

I can confirm that all areas and equipment in this laboratory have been decontaminated and are safe with regards to radiation hazards.

|  |  |
| --- | --- |
| **Signed** |  |

|  |  |
| --- | --- |
| **Assessment performed by** |  |

|  |  |
| --- | --- |
| **Date** |  |

|  |  |
| --- | --- |
| **Countersigned (RPS or RPO**) |  |

**Decommissioning Log**

|  |  |
| --- | --- |
| **Room Number** |  |
| **Isotopes Used in this area:** | **Type of monitoring used:**  **Wipe test / GM counter** |
| **Description of area monitored (please include background readings)** | **Results of monitoring (cps or Bq/cm2)** |
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Areas monitored may include work surfaces, floors, taps, sinks, fridges / freezers, fume cupboards, etc.

**Assessment performed by:**

|  |  |  |
| --- | --- | --- |
| Print name: | Signature: | Date: |

**Declaration**

I can confirm that all stocks, samples and waste have been accounted for, removed, transferred or disposed of according to University Procedure for disposal of radioactive waste (SHEP35) and that all areas have been checked and found to be free of radioactive contamination.

|  |  |
| --- | --- |
| Signature RPS / RPO: | Date |