

University Radiation Safety Committee Meeting

June 25th, 2014

10:00 – 11:30 am

Geography Board Room, SN2000

Present:

Dr. Janet Brunton, Chair of Committee & Biochemistry Dept., Faculty of Science

Dr. Rod Hobbs, Radiation Safety Officer, Dept of Health and Safety

Dr. Michael Grant, Faculty of Medicine

Dr. Bing Chen, Faculty of Engineering and Applied Science

Dr. Richard Rivkin, Ocean Sciences Centre

Ms. Barbara Battcock, Dept of Health and Safety

Mr. Matthew Nosworthy, Graduate Student Representative

Dr. Douglas Forbes, Physics, Grenfell Campus (via teleconference)

- 1) **Courtesies/Regrets/Conflicts of interests-** All members were welcomed and asked to introduce themselves to the group. Dr. Brunton introduced Dr. Douglas Forbes who was attending via conference call.
- 2) **Approval of the Agenda**
 - a) **Additions to the agenda -** added scheduling of Future URSC meetings to other business as item 6c.

Amended Agenda Approved: Moved by Dr. Chen and seconded by Dr. Rivkin

- 3) **Approval of the Minutes – March 20, 2014**

Approved: Moved by Dr. Chen and seconded by Mr. Nosworthy

- 4) **Report from the Radiation Safety Officer – Dr. Rod Hobbs**

See Appendix

- a. **RSO Activity Report**

Moved by Dr. Rivken, Seconded by Dr. Chen. None opposed

- b. **Permit activity**

- i. **Quorum for approval for a new authorized location for Dr. Mani Larijani not previously reached by email**

Approved- Moved by Dr. Rivken, seconded by Dr. Grant

- c. **Commissioning/re-commissioning**
- d. **Decommissioning**
- e. **Laboratory Inspections**
- f. **Other matters or incidents**

5) Review of other 'actionable' items from previous Minutes

Worker registration forms indicating knowledge of the administrative monetary penalties have been sent out, progress to be discussed under 6. b

6) Other Business

a. RSOP's

Hobbs – only received a small response from the committee regarding changes to the RSOP's. Sent out a draft of the manual to CNSC, now waiting to submit RSOP's to CNSC so the new license can be issued.

Rivkin – If there is a lack of response from the committee, a non-response should not be considered tacit approval

Brunton – Committee must see the final version of the RSOP's before approval can be provided

b. CNSC's Administrative Monetary Penalties (AMP)

Brunton – Overview of AMP, need to inform workers about the potential penalties through the redesigned worker registration form that must be signed by all workers

Hobbs – 3 labs yet to provide their completed registration forms as they were uncomfortable with AMP and concerned about MUN enforcing the policy. MUN is not responsible for the enforcement of AMP, it's the responsibility of CNSC. After clarification 2/3 groups completed the appropriate forms, however 1 group still refused and is seeking indemnification.

Brunton – According to our Chief Risk Officer, the role of the URSC, Health and Safety and the Chief Risk Officer has been fulfilled when it is apparent that the workers in a lab have been informed about the change in regulations (even without a signed form)

Rivkin – MUNFA is investigating this particular issue. Two particular issues: 1) Why is personal information being requested? 2) What is MUN's responsibility if a violation is found? There has been a shift towards each lab monitoring its own radioisotope use and therefore if due to a lack of qualified inspection a non-compliance is not found until the next CNSC inspection who is responsible: MUN, PI/permit holder, students, etc.

Brunton – The personal information being requested is date of birth and social insurance number, information that is already required ONLY when applying for dosimeters.

Hobbs – The request for personal information isn't new and it is only required if you're applying for a badge (dosimeter)

Brunton – Regarding the second part, the responsibility is now on the permit holder. The RSO still conducts inspections annually, while the PI is responsible for more routine inspections.

Hobbs – AMP are not a first issue response, unless there is evidence of gross risk or negligence. If an individual is going against approved policy it would be the

individual receiving the penalty, however if there is a problem with the policy itself it would be the university itself.

Rivkin – The faculty member has expressed concern to the faculty association.

Battcock - Is the problem with the monetary penalty? LSMS, lab safety are able to shut down labs, take away permits and there hasn't been this level of concern.

Rivkin – can't comment on the motivation, merely that MUNFA is involved and is in discussion with this faculty member to find the best resolution to this issue.

Battcock – The issue may be culpability. Who is responsible? The supervisor, but how do we define that position?

Chen - Additionally, if an accident occurs who is the judging body? How can you appeal the penalty and who is the body responsible for the appeal?

Brunton – There is no issue with bringing in the faculty association as this will need to be a much bigger discussion.

Grant – what happens if a lab doesn't sign the appropriate forms?

Hobbs – Currently the 1 lab is aware of the problems. However we cannot approve new workers without having this form completed.

Brunton – A committee discussion would be required when the PI permit comes up for renewal.

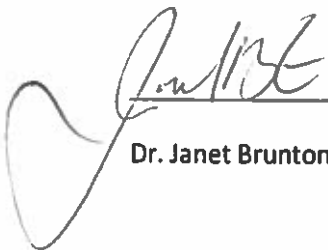
b) Scheduling of Future URSC meetings

Suggestion of 4 quarterly meetings - September, December, March and June, with only one Tier I meeting.

7) Adjournment

10:45

Approved:



Dr. Janet Brunton (Chair)

Appendix

Since our last meeting I have completed the draft X-ray Safety Manual. This manual is the prerequisite for the x-ray management system at MUN and will require approval from the URSC prior to implementation. This draft manual will be sent to the committee for review in the coming weeks.

In addition, a laser inventory has been initiated with requests sent to specific departments for current inventories of class 2 and above lasers. A University-wide request will follow shortly.

Finally, the Radiation Safety Operating Procedures have been reviewed and updated, where required. These were recently sent to the URSC for comments/approval.

A handwritten signature in black ink that reads "Rod Hobbs". The signature is written in a cursive style with a large initial 'R'.

Rod Hobbs, M.Sc., Ph.D
Radiation & Bio-safety Control Officer
Department of Health and Safety
Memorial University of Newfoundland

4.b.i. New Permit Applications

1. None

4.b.ii. Permit renewal applications

1. None

4.b.iii. Amendments

Approved by committee via email

1. Dr. Mani Larijani – addition of new authorized location – **quorum not received via email.**

Approved by RSO

1. Dr. Helen Paradis - removal (1) of personnel – **Approved by RSO March 26 2014.**
2. Dr. Jules Doré - removal (1) of personnel – **Approved by RSO March 26 2014.**
3. Dr. Rebecca Lam – addition (1) of personnel – **Approved by RSO June 2 2014.**
4. Dr. Mani Larijani – addition (2) of personnel - **Approved by RSO June 2 2014, June 9 2014.**
5. Dr. Robert Brown – addition (1)/removal (1) of personnel - **Approved by RSO June 3 2014.**
6. Drs. Janet Brunton & Robert Bertolo - addition (3)/removal (4) of personnel - **Approved by RSO May 7 2014, May 16 2014, June 11 2014.**
7. Dr. Michael Grant - addition (1)/removal (1) of personnel - **Approved by RSO May 5 2014, May 28 2014.**
8. Dr. Richard Rivkin - removal (2) of personnel - **Approved by RSO June 4 2014.**
9. Dr. Christopher Kovacs – addition (3)/ removal (1) of personnel - **Approved by RSO June 2 2014, June 19 2014.**

4.c. Commissioned/Re-commissioned Laboratories

1. Drs. Janet Brunton & Robert Bertolo – re-commissioning of BT-1028 (Intermittent use Basic Level Radioisotope laboratory). **Approved by RSO May 27 2014.**
2. Dr. Mani Larijani – commissioning of H-4313 (see 4.b.iii.1). **Quorum not received via email.**

4.d. Decommissioned Laboratories

1. Dr. William Driedzic – decommissioning of AX-4009 (Intermittent use EQ cold room).

Decommissioned Laboratories with Permit Termination

1. None

4.e. Laboratory Inspections completed

1. Dr. Richard Rivkin (EQ/ RAM Storage) – AX-4019, AX-3010
2. Dr. Mani Larijani (Basic – commissioning inspection) – H-4313

In House Inspections

1. Dr. Douglas Forbes (SS) – AS-3033
2. Dr. Thomas Michalak (Basic) – H-5345
3. Dr. Helene Paradis (Intermediate) – H-5356
4. Dr. Christopher Kovacs (Basic) – H-5313
5. Dr. Mani Larijani (Basic/Intermediate) – H-1809A, H-1840
6. Dr. Michael Grant (Basic) – H1802, H-1803, H-1804, H-1840
7. Dr. Kenneth Kao (Basic) – H-3302, H3306, H3307 (D&E)
8. Dr. Laura Gillespie (Basic) – H-3302, H3306, H3307 (D&E)
9. Dr. Gary Paterno (Basic) – H-3302, H3306, H3307 (D&E)
10. Dr. Robert Brown (EQ) – BT-3010, BT-1025.

Major non-compliances observed

1. None

4.f. Other matters/Incidents

1. None