



# Nuclear Substances & Radiation Devices User Permit Laboratory Decommissioning Request Form\*

\*RUP holders wishing to decommission a laboratory and terminate their RUP must complete form LDPT-Rev2 Laboratory Decommissioning and Permit Termination form (EHS Assistant>Documentation).

Complete sections 1 and 2 of this form and submit to the Radiation Safety Officer, Environmental Health and Safety.

## Section 1

Permit Holder: \_\_\_\_\_ Permit Number: \_\_\_\_\_

Department: \_\_\_\_\_ Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

Permit Expiration date: \_\_\_\_\_ Locations Requiring Decommissioning: \_\_\_\_\_

Radioisotope(s) used: \_\_\_\_\_

Decommissioning must be completed as described in Radiation Safety Operating Procedure RSOP05 R1: Decommissioning. Please ensure the following have been completed by checking the corresponding boxes prior to submission to RSO:

1. I have removed ALL radioactive material from the laboratory (choose option a or b below)
  - a. I have disposed and/or transferred all radioactive material from the laboratory. All nuclear substances and radiation devices have been:
    - i. Disposed of by Permit Holder (documented on the EHS Assistant)
    - ii. Transferred to another location (RSO pre-approval required)
 

New location building: \_\_\_\_\_ lab number: \_\_\_\_\_
    - iii. Transferred to another RUP holder (RSO pre-approval required)
 

Receiving RUP holder's name: \_\_\_\_\_ RUP number: \_\_\_\_\_
  - b. I have made arrangements with the RSO to remove all radioactive material from the laboratory.
2. I have conducted a thorough wipe testing survey of ALL AUTHORIZED LOCATIONS and EQUIPMENT listed on the RUP paying particular attention to floors, bench tops, door handles, equipment dials and knobs, and all other surfaces likely to have become contaminated (Note that a Laboratory Equipment Release form must be completed and affixed to all applicable equipment within the lab). Whenever contamination in excess of 0.5 Bq/cm<sup>2</sup> (0.3 Bq/cm<sup>2</sup> for Class A radionuclides) is found, the surface(s) were decontaminated and wipe testing of the surfaces repeated. Results have been documented on the Health & Safety Management System. A copy of the wipe tests along with a detailed wipe map were forwarded to the RSO.

## **Section 2**

I certify that all radioisotopes have been removed from the facility and that no removable contamination in excess of 0.5 Bq/cm<sup>2</sup> (0.3 Bq/cm<sup>2</sup> for class A radionuclides) remains in the laboratory. I wish to decommission the aforementioned laboratory and remove it from my radioisotope user permit.

\_\_\_\_\_ Date: \_\_\_\_\_

*Radioisotope user permit holder*

\_\_\_\_\_ Date: \_\_\_\_\_

*Administrative Approval*

### **Radiation Safety Officer Certification of Decommissioning:**

The Radiation Safety Officer must visit the facility to:

- Review the wipe testing records to verify that there is no residual contamination in excess of 0.5 Bq/cm<sup>2</sup>.
- Remove all permits, worker lists, radiation signs and posters from the facility.
- Ensure all radioisotopes and/or sealed sources have been disposed of or transferred to another RUP holder
- Sign off on this form.

**I confirm that I have visited the laboratory, reviewed the wipe testing results and removed all permits, worker lists, radiation signs and posters. The laboratory may now be used by other persons and is no longer classified as an authorized radioisotope laboratory.**

\_\_\_\_\_ Date: \_\_\_\_\_

*Radiation Safety Officer*