SECTION 2. ORGANIZATION

2.1 INTRODUCTION

The authorization, structure, personnel, and responsibilities of individuals for the radiological control program for Louisiana State University and Agricultural & Mechanical College at Baton Rouge (for radiation protection matters Pennington Biomedical Research Center is included) are described in this Section. The names and telephone numbers of individuals currently engaged in the radiological control program are listed on the home page (https://www.lsu.edu/radiation-safety/).

2.2 AUTHORIZATION

Authorization for Louisiana State University and Agricultural & Mechanical College (LSU) to possess, store, and use radioactive materials is stipulated in a broad-scope radioactive materials license issued by the Louisiana Department of Environmental Quality, which has vested responsibility from the United States Nuclear Regulatory Commission (NRC) within the State of Louisiana. The broad-scope license allows the University maximum flexibility in the use of radioactive materials for teaching, research, and clinical activities through the operation of an internal radiological control program. Copies of the license are available for inspection in the Radiation Safety Office.

Administrative authorization from the University is contained in Permanent Memorandum-30 (PM-30) (see issued from the Office of the President). It sets forth the responsibilities and authorities of the individuals and committees required by the University's broad-scope license and the names of the individuals and committee members.

Authorizations for individual campus activities are contained in the minutes of the LSU System Radiation Safety Committee, in campus policy statements, and in approved individual campus radiation safety manuals. Special authorization for unusual circumstances may be required and will supersede the contents of this manual. Regulations or campus practices may change. Such changes will be implemented by letters/e-mails to all users. Such notifications shall take precedence over this manual.

2.3 PROGRAM STRUCTURE

The Chair of the System Radiation Safety Committee is administratively responsible for the radiological control programs within the University and reports to the System President through the System Vice President for Academic Affairs. Direct responsibility for implementation of the radiation safety policies and directives established by the System Radiation Safety Committee is assigned to the LSU System Radiation Safety Officer.

Appointment of individual Radiation Safety Officers is authorized in PM-30, and appointment of individual Radiation Safety Committees has been approved by the System Radiation Safety Committee. The Radiation Safety Committee is responsible for supervision and control of

Louisiana State University
112 Nuclear Science Building
Baton Rouge, LA 70803

O 225-578-2008
F 225-578-2094
https://www.lsu.edu/radiation-safety/

ionizing and non-ionizing radiation hazards and will direct the activities of the Radiation Safety Officer.

The Associate Radiation Safety Officer serves as temporary Radiation Safety Officer when the permanent Radiation Safety Officer is not available to perform duties. It is incumbent on the permanent Radiation Safety Officer to inform the Committee Chair when he/she will be unavailable for periods exceeding one business day.

The LSU Radiation Safety Committee is typically composed of representatives from the College of Agriculture, the School of the Coast and Environment, the College of Engineering, the College of Science, the School of Veterinary Medicine, the Pennington Biomedical Research Center, and other persons having knowledge in the use of radiation and radioactive materials. Administratively, the Radiation Safety Committee reports directly to the Vice Chancellor for Research and Economic Development.

2.4 RESPONSIBILITIES AND AUTHORITY

All persons involved with the handling, use, and storage of radioactive materials and radiation sources have the general responsibilities to:

a. assure that University personnel, students, and visitors are not subject to undue radiation exposure;

b. assure full compliance with all federal and state regulations;

c. assure full compliance with local and state codes and ordinances;

d. assure full compliance with all University regulations and policies pertaining to radiation safety;

e. assure full compliance with special project restrictions;

f. assure that the integrity and usefulness of University facilities are not compromised; and

g. assure that high standards of good practice and safe handling are maintained.

These general responsibilities apply to all individual users, technicians, students, and operating personnel.

> ***Each person who handles radioactive materials or radiation sources must recognize that the ultimate success of a radiation safety program lies in responsible actions by individuals in their daily work.***

The Radiation Safety Committee is charged with the responsibility and authority to control the use of radioactive materials and radiation sources on campus. The Radiation Safety Committee can expedite action on radiation protection matters because of its intimate knowledge of local situations and because of its ability to convene quickly. An executive committee consisting of the Radiation

Louisiana State University
112 Nuclear Science Building
Baton Rouge, LA 70803

O 225-578-2008
F 225-578-2094
https://www.lsu.edu/radiation-safety/

SECTION 2, CONTINUED

Safety Committee Chair, the Radiation Safety Officer, and one other Committee voting member chosen by the Committee is empowered by the full Committee to act in emergency situations. The Radiation Safety Committee has advisory responsibilities for:

a. assuring that user projects comply with license restrictions, University policies and regulations, and standards of good practice;

b. assuring that proposals for grants and contracts do not pose unacceptable radiological risks to individuals;

c. assuring that both new construction and renovation of existing buildings meet standards of good practice for possessing, storing, and using radioactive materials or radiation sources;

d. assuring that University personnel involved in the control of radiation hazards, including users and their assistants, have appropriate training and experience; and

e. reviewing the actions of the Radiation Safety Officer.

The Radiation Safety Officer is appointed by the Chancellor to supervise the radiological control program in all aspects, with the oversight responsibility for radiation-related projects on campus and at any other sites under campus supervision or control. As specified in PM-30, approval of the Radiation Safety Officer is required for:

a. all matters pertaining to the LSU System radioactive material license and radiation-source registration;

b. all requisitions of radioactive materials and radiation producing equipment;

c. all user projects, including laboratory and teaching uses, research and development projects, and any other activities with potential radiological hazards;

d. all contract and grant proposals involving radioactive materials or radiation sources;

e. training of all personnel who will directly use radioactive materials or radiation sources or frequent the radiation laboratory; and

f. all facilities, construction, outfitting, and renovation, including review and approval of construction plans, drawings, and specifications involving radioactive materials and radiation sources.

The Radiation Safety Officer has the vested authority to act immediately in all matters pertaining to radiation protection for the purpose of assuring individual well-being and the integrity of the University. The Radiation Safety Officer may appeal directly to the Chancellor for support in these actions, which are then subject to review by the Radiation Safety Committee and by the LSU System Radiation Safety Committee.

Louisiana State University
112 Nuclear Science Building
Baton Rouge, LA 70803

O 225-578-2008
F 225-578-2094
https://www.lsu.edu/radiation-safety/

SECTION 2, CONTINUED

2.5 ENFORCEMENT

The Radiation Safety Committee is authorized under Policy Statement-99 (see https://www.lsu.edu/radiation-safety/files/PS99-R00.pdf to place persons who violate campus radiation safety procedures and/or applicable state/federal regulations on probation or to immediately suspend or revoke their privileges to use radioactive materials or radiation producing equipment.

Louisiana State University
112 Nuclear Science Building
Baton Rouge, LA 70803

O 225-578-2008
F 225-578-2094
https://www.lsu.edu/radiation-safety/