Duties of the Radiological Protection Supervisor

Many of these duties are performed in consultation with the Radiation Protection Advisor.

- The RPS must know and understand the Site Rules for Radiation Protection and be in a position to supervise staff on all aspects of compliance. An appreciation of appropriate legislation (1993 Radioactive Substances Act and 1999 Ionising Radiations Regulations) is also required.
- Compile and maintain the local rules and written systems of work.
- Demarcate and record controlled and supervised areas. Control access to controlled areas.
- Review implementation of radiation protection procedures and housekeeping in controlled and supervised areas.
- Ensure that all work areas are monitored and records kept.
- Supervise the preliminary assessment of new radiation work, procedures, equipment and plans for new radiation facilities or premises and inform the RPA of the need for a hazard assessment or redesignation of a work area.
- Assist in the assessment of hazards and development of contingency plans where necessary.
- Ensure supply and use of designated personal protective equipment and clothing. Regularly examine safety features and warning devices.

Registration of Workers

- Supply workers with registration form a copy of the Local Rules and the relevant sections of the Site Local Rules where appropriate.
- Countersign the registration form after satisfying him/herself that the applicant is competent to carry out the required work or is working directly under the supervision of a competent person. Identify training requirements.
- Inform applicant about any radiation training requirements.
- Keep a current record of registered personnel - names, dates of registration, deregistration, isotopes used, class/category, location, telephone number, and personal dosimetry including thyroid monitoring where appropriate (copy of registration form is inadequate). Record radiation training courses attended. Review and up-date or deregister applicants.
- Arrange the distribution and collection of personal dosimeters and liaise with the RPA on dosimeter requirements.
- Investigate incidents of radiation exposure.

Source Control

- Maintain departmental records of acquisitions, use, stock, and disposal of radioactive materials.
- Undertake monthly accounting of radioactive material stocks and disposal.
- Organise radioactive waste disposal system, via Site Procedures, as appropriate.
- Arrange suitable secure storage of all radioactive materials. Keep an updated list of storage areas for emergency services records where requested.
- Investigate accidents or spillages involving radioactive materials and subsequently liaise with the RPA.
- Inform persons, other than radiation workers, who are required to work in radiation areas of any hazard due to ionising radiation and any necessary precautions that must be observed to ensure their health and safety. This may include engineers,
- Leak testing of sealed radioactive sources.
- Assist and co-operate as necessary during inspections by external regulatory bodies.