Radiochemical Laboratory Inspection Checklist

**Radiation Area:**

|  |  |  |
| --- | --- | --- |
| **Element** | **Satisfactory (Y or N)** | **Action taken** |
| Check traps & pipes beneath radiation disposal sinks are labelled with trefoil tape to advise maintenance staff |  |  |
| Check that there are no absorbent materials (cardboard/polystyrene) stored beneath radiation disposal sinks (even in cupboards) |  |  |
| Ensure radiation signs on aqueous waste disposal sinks are not obscured. |  |  |
| Check waste disposal traps or drain runs for signs of leakage such as scale deposits around joints – repair accordingly. |  |  |
| Ensure radiation fume cupboards are labelled with trefoil signs.  **Note: those that are intermittently used for radiations work should only display trefoil when in use and until checked for contamination and removal of stock/waste etc at the end of the work.** |  |  |
| Dispose of all old stock (usually taken to be older than 2 years) or indicate why it should be kept. |  |  |
| Ensure all sharpsafes for used for radiation waste are labelled with trefoil tape, isostock number and expiry date of bin. |  |  |
| Check vinyl flooring for minor damage (nics & cuts) – repair accordingly |  |  |
| Ensure contamination monitoring records include the areas checked, results, the relevant action levels & limits, any action taken & why any contamination occurred. |  |  |
| Check function of radiation monitor.   * Battery Check * Response to a source |  |  |

**Person completing report: Signature: Date:**