



COLUMBIA UNIVERSITY

Environmental Health & Safety

Principal Investigator: _____ UNI: _____ Date: _____

Laboratory Safety Manager: _____ UNI: _____

Please see below an overview on how to manage safe use of radioactive materials (RAM) and to meet regulatory requirements.

Radiation Safety Checklist for Principal Investigators and Laboratory Safety Managers	Completed?
Understand the following responsibilities:	
• RAM license and permit; RAM inspections and audits; Radiation Safety Committees; RSOs	<input type="checkbox"/>
• RAM entry survey, receipt survey, clearance survey, inactivation survey, exit survey	<input type="checkbox"/>
• RAM requisition and receipt process; RAM transfer requests; Field use requests; RAM shipments	<input type="checkbox"/>
• Lab attire; Appropriate shielding and PPE available (if applicable)	<input type="checkbox"/>
• Monthly lab wipe surveys; Use of liquid scintillation counter; Action level for decontamination	<input type="checkbox"/>
• RAM storage, use and waste area marked, labeled and posted	<input type="checkbox"/>
• Survey meter inventory, daily operational check and annual calibration	<input type="checkbox"/>
• Radiation bioassay; Volatile RAM; Sealed sources; Generally licensed RAM	<input type="checkbox"/>
• RAM waste management and disposal process	<input type="checkbox"/>
• Incident response, emergency contacts and documentation	<input type="checkbox"/>
• Personnel dosimetry monitoring; ALARA; Dosimeter exchange process (if applicable)	<input type="checkbox"/>
• Radiation Safety Manual; Research Radiation Safety Handbook; EH&S Handbook	<input type="checkbox"/>
Please ensure the following are present and current in LION:	
• Lab roster	<input type="checkbox"/>
• Lab safety trainings and radiation safety trainings	<input type="checkbox"/>
• RAM inventory	<input type="checkbox"/>
• RAM use and waste log	<input type="checkbox"/>
• RAM permit	<input type="checkbox"/>
Please ensure the following are present and current in your yellow Radiation Safety binder:	
• Monthly wipe reports (recorded in DPM) or No-RAM-Use Log for the last 3 years	<input type="checkbox"/>
• RAM audit reports for the last 3 years	<input type="checkbox"/>
• Packing slips for the last 3 years or life of the vial	<input type="checkbox"/>
• Survey meter daily operational check	<input type="checkbox"/>
Please follow these waste management requirements and guidelines below:	
• Waste segregated by isotope and by type and no overfilled waste containers	<input type="checkbox"/>
• Liquid waste stored in secondary containment and no drain disposal	<input type="checkbox"/>
• Radioactive waste labels properly filled out	<input type="checkbox"/>
• Waste activities documented in LION	<input type="checkbox"/>
• Proper shielding used as necessary	<input type="checkbox"/>
• Minimization of mixed waste	<input type="checkbox"/>