

OPEN



THE UNIVERSITY OF
MELBOURNE

**Electromagnetic Radiation
Safety Committee**
2012/04

MINUTES

Electromagnetic Radiation Committee Meeting occurred on Monday the 17th December 2012, at 1.00pm on Level 2, South Meeting Room, Bio 21 (Building102).

Attendees: David Keizer (DK) Sam Montalto (SM)
 David Chan (DC) Ian Bouch (IB)
 Ira Tedja (IT) Jill Williams (JW)
 Matthew Bennett (MB) Susan Butler (SB)
 Steve Guggenheimer (SG) Petronella Nel

Observer: N/A

Apologies: Julie McNeice
 Steve Yeats

Meeting opened at 1.00pm Chaired by David Keizer Minuted by Toni Fraser

1 Attendance/Apologies

1.1 Attendance
As above

1.2 Apologies
As above

2 Minutes of the previous meeting

Minutes from 2012/03 meeting accepted as accurate by Steve Guggenheimer and seconded by Susan Butler.

3 Review of incidents

3.1 RESTRICTED

3.2 TLD badges

Recent high reading of finger monitors.

ARPANSA recorded TLD doses do not match current dose figures.

Action: Monitor TLD readings in early 2013.

3.3 RESTRICTED

3.4 New Incidents

Departments need to be proactive in relation to the movement and purchasing of radiation equipment, and official notification to the appropriate department/s OHS and Injury Management etc.

Petronella Nel to organise TLD badges for XRF.

4 Action items from previous meeting

4.1 Laboratory Standards/accreditation training

SG advised new standards for Lasers, very user friendly.

Review Non-ionising training.

DK advised 2013 is the most successful year for Radiation training, around 450-500 trainees and thanked SB and SG for all their hard work.

Feedback provided from Jill Williams regarding Ionising training presentation-see attachment email.

4.2 Emergency Management

Action: Update held over until next meeting.

4.3 Bio21 NMR

NMR Spectrometer delivery delayed until the third week in January 2013.

5 Review of Electromagnetic Policies and Procedures

Nil feedback from ERSC Committee.

Action: CLOSED.

6 Other Business

6.1 Radiation Training

SG advised new standards for Lasers, very user friendly.

2013 review of non-ionising training.

DK advised 2013 is the most successful year for Radiation training, around 450-500 trainees .and thanked Susan Butler and Steve Guggenheimer for all their hard work.

Meeting closed at 1.30pm

Next ERSC meeting 2013

Future meeting dates for 2013: Su Butler and Toni Fraser to email tentative dates to ERSC committee members.

Distribution List:

Electromagnetic Radiation Committee members:

David Chan, David Keizer, Ian Bouch, Ira Tedja, Jill Williams, Julie McNiece, Matthew Bennett, Petronella Nel, Sam Montalto, Steve Guggenheimer, Susan Butler.

Minute Secretary:

Toni Fraser

Director, Occupational Health & Safety and Injury Management:

Stefan Delaney

Attendance Record:

Members	2012 Attendance
David Chan	4/4
David Keizer	3/4
Ian Bouch	4/4
Ira Tedja	4/4
Jill Williams	4/4
Julie McNiece	3/4
Matthew Bennett	4/4
Petronella Nel	3/4
Sam Montalto	3/4
Stephen Yeats (observer)	3/4
Steve Guggenheimer	4/4
Susan Butler	4/4
Verity Fisher	1/4
Toni Fraser	3/4

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