

OPEN



THE UNIVERSITY OF
MELBOURNE

**Electromagnetic Radiation
Safety Committee**

2012/01

MINUTES

Electromagnetic Radiation Committee Meeting occurred on Wednesday 14th March 2012 at 1.00 pm on Level 2, South Meeting Room at Bio21 Institute (bldg102).

Attendees: David Chan (DC) Ian Bouch (IB)
 Ira Tedja (IT) Jill Williams (JW)
 Julie McNiece (JM) Matthew Bennett (MB)
 Petronella Nel (PN) Sam Montalto (SM)
 Steve Guggenheimer (SG) Susan Butler (SuB)
 Verity Fisher (VF)

Apologies: David Keizer (DK)

Meeting opened at 1.00pm Chaired by Susan Butler Minuted by Verity Fisher

1 Attendance/Apologies

1.1 Attendance
As above

1.2 Apologies
As above

1.3 New members

- Matthew Bennett - Veterinary Science
- Ira Tedja - Medicine, Dentistry and Health Sciences

2 Minutes of the previous meeting

Minutes from 2011/04 meeting accepted as accurate by Ira Tedja and seconded by Matthew Bennett.

3 Review of incidents

3.1 **Restricted**

- 3.2 **TLD badges**
Reiteration of acceptable exposure levels for University staff should be no higher than that of the general public.
- 3.3 **Laser pointers**
Action: Closed out
- 3.4 **New Incidents**
None

4 **Action items from previous meeting**

- **Training**
Werribee I-131 training.
DRSO training - individual modules to be created for DRSO and Radiation Officers.
Action: Feedback on what types of training is requested from DRSO's. Suggestions are asked to be sent to VF (fisherv@unimelb.edu.au) by close of business May 14th
- **Laboratory standards/accreditation training**
Laboratory inspections to confirm areas are fit for purpose for ionising and laser use. There is no real legislation for laser use. Laboratory inspections for locations within Medicine took place in February/March.
Action: Further inspections are to be organised throughout the year
- **Geelong Vet Clinic**
Inspected by the Dept of Health on 14th February.
Action: Survey requires repeating
- **Emergency Management**
Action: Ongoing
- **Restricted**
- **Australian Radiation Protection Society (ARPS) Conference**
ARPS Conference in Sydney, 14-17 October 2012. Call for abstracts has gone out.
<http://arpsconference.com.au/2012/>
- **New Standards and codes**
AS2243.4 to be reviewed. Standards are upgraded only every 10 years so can be out of date (sometimes by years) before it is reviewed.
Action: Nil
- **Restricted**
- **Restricted**
- **Melbourne Brain Centre Lab Inspections**
Dept of Health conducted an inspection with OHS reps.
Action: Currently on hold

5 Review of Electromagnetic Policies and Procedures

6 Other Business

Steve Guggenheimer

1. DEXA at Werribee used by MSLE.
2. Northern Hospital sources to be identified.
Action: Ira to follow up.
3. Presentation of XRF x-ray unit - student workshop at Victoria University. Arts is looking to purchase XRF unit.
4. Australian Safeguards and Non-Proliferation Office (ASNO) - regulates fission materials. Report shows UoM best outcomes worldwide. Need to identify areas using uranium.
Action: Email SG ASAP if your area is using even 1gm of Uranium products.
5. Use Licences - Management Licence states what an area is licensed to possess. Use Licenses states what individuals are allowed to use. Open sources are exempt from Use Licenses. Persons using fixed x-ray sources require a Use Licence.
Action: Need to identify where radiation units are used and who requires Use Licenses.
6. Training modules for DRSO to enable people to be competent and confident in their role. I-131 training package.
Action: If your area is using sources outside to usual please inform SG.

Meeting closed at 1.55pm

Next ERC meeting

Wednesday 6th June
Level 2, South Meeting Room, Bio21 Institute (bldg 102).

Future meeting dates for 2012:

Wednesday 5th September
Wednesday 5th December

Distribution List:

Electromagnetic Radiation Committee members:

Alison Hunt-Sturman, Brendan Kehoe, David Chan, David Keizer, Ian Bouch, Jill Williams, Matthew Bennett, Petronella Nel, Sam Montalto, Steve Beard, Steve Guggenheimer, Susan Butler

Minute Secretary:

Verity Fisher

General Manager, Occupational Health & Safety and Injury Management:

Stefan Delaney

Attendance Record:

Members	2012 Attendance
David Chan	1/1
David Keizer	0/1
Ian Bouch	1/1
Ira Tedja	1/1
Jill Williams	1/1
Julie McNiece	1/1
Matthew Bennett	1/1
Petronella Nel	1/1
Sam Montalto	1/1
Stephen Yeats (observer)	1/1
Steve Guggenheimer	1/1
Susan Butler	1/1
Verity Fisher	1/1