



MINUTES

Electromagnetic Radiation Committee Meeting occurred on Wednesday 7th September 2016, at 11.30am in Meeting Room 108, Level 1, 11 Barry Street.

Meeting opened at 11.36am

Chairperson: David Keizer

Minute Secretary: Verity Fisher

1. Attendance/Apologies

1.1. Attendees

David Keizer (DK)
Petronella Nel (PN)
Susan Butler (SB)

Ian Bouch (IB)
Sam Montalto (SM)
Verity Fisher (VF)

Ira Tedja (IT)
Steve Guggenheimer (SG)

1.2. Apologies

Julie Mcniece (JM)

Jill Williams (JW)

Malka Halgamuge (MH)

2. Minutes of the previous meeting

Minutes passed as an accurate representation.

3. Review of incidents

3.1. TLD badges

No abnormal results.

Action: Nil

3.2. New Incidents

SM – UV transilluminator incident, eye affected (flash burns), not serious. Investigated, face shields may not have blocked out uv level (out of the range), new face shields have been purchased. Goggles to be worn under face shield. Safety alert sent to entire school. Staff to undergo additional radiation training. Face shields have been used for a number of years without incident. Exposure of two 5min exposures, no sunburn, shield same level of block as sunglasses. Good reminder that if used incorrectly can have bad effect.

IT – old radiation sticker on a fridge in MDHS being used in kitchen. Fridge locked out, SG completed radiation measurements of fridge found nil readings. Reminder that fridges used in labs should never be repurposed into kitchen/tearoom areas. Lab fridges are to be

decontaminated, certificate/sticker fixed to front and disposed of as per University waste removal process.

DK – Chemistry waste store found tridium and caesium. This waste needs to be dealt with. Incorrect labelling (SG) continues to be an issue. No person responsible for the Chemistry waste store – discussion for another committee.

Action: Nil

4. Action items from last meeting

4.1. Investigation of Building 193 Substation (Electrical Engineering)

Investigation is still active.

Action: Ongoing.

4.2. Emergency Plan for Bio21 and permanent removal of sources

SG and DK identified a secondary location to store sources. Construction work has excavated three meters and found nothing of note. SG and DK to remove items as required.

Action: Ongoing.

4.3. EMF Survey of 11 Barry Street

Survey completed late July/early August. Entire building from basement to roof was surveyed from 0DC to 9Ghz. Draft report tabled (see attached). All results were below acceptable levels - 1-2% of acceptable public levels.

Action: Closed out.

4.4. RESTRICTED

4.5. Laboratory certification

Four sites visits. Good response from areas. iAuditor being used to complete inspections.

Action: On hold until 2017 due to WorkSafe Audit.

4.6. Legacy items in vacated buildings

No update.

Action: Closed out.

4.7. New training management system - ELMO

Soft launch. Core Roles and Responsibilities are up and running. Radiation training will be online in 2017. TNA training can be enrolled by supervisors.

Action: Nil.

5. Other Business

5.1. RESTRICTED

5.2. TLD badges update

TLD badges have been updated to an optical badge. Old ceramic badges would lose data if heated. Thermal radiation blanks the memory. No information from ARPANZA regarding new badges.

Action: SG to find out correct name and details of new radiation badge. Check if all UoM staff are using the new badges or if both types are being used simultaneously.

5.3. ARPS Conference – 11th-14th September

SG, SB and DK attending, discussion with ARPS (all regulators are involved) that UoM could get a basic package that make all compliant. Jumping through hoops if sources are taken across borders. Hoping to find middle ground at conference. .

Action: Attendees to report outcomes at next meeting.

5.4. Radiation training online

PN asked if SG can do an online presentation (using Screen Flow software) and have staff fill out questionnaire afterwards? SG agreed to this. ELMO will be able to assist with this in future.

Action: SG and PN to follow up.

5.5. Other

IB retiring at end of 2016.

Meeting closed at 12.15pm

Future Meetings Scheduled for 2016

Meetings begin at **11.30am, Meeting Room 108, First Floor, 11 Barry Street**

Wednesday 14th December

Distribution List:

Electromagnetic Radiation Committee Members: David Keizer, Ian Bouch, Ira Tedja, Jill Williams, Julie McNiece, Malka Halgamuge, Petronella Nel, Sam Montalto, Steve Guggenheimer, Susan Butler.

Director, Occupational Health & Safety and Injury Management: Stefan Delaney

Attendance Record 2015:

Member	Attendance
David Keizer	3/3
Ian Bouch	3/3
Ira Tedja	3/3
Jill Williams	2/3
Julie McNiece	0/3
Malka Halgamuge	1/3
Petronella Nel	3/3
Sam Montalto	2/3
Steve Guggenheimer	3/3
Susan Butler	3/3