

**OPEN**



THE UNIVERSITY OF  
**MELBOURNE**

**Electromagnetic Radiation  
Safety Committee**  
2012/02

**MINUTES**

Electromagnetic Radiation Committee Meeting occurred on Wednesday 6<sup>th</sup> June 2012 at 12.30pm on Level 5, 757 Swanston Street, OHS & Injury Management Office(Bldg 199).

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)  
                  Toni Fraser (TF)                     David Keizer (DK)

Apologies:     Nil                     Stephen Yeats (observer)

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Meeting opened at 12.30pm     Chaired by David Keizer     Minuted by Toni Fraser

**1 Attendance/Apologies**

- 1.1 Attendance  
As above
- 1.2 Apologies  
As above
- 1.3 Welcome  
Toni Fraser (minute's secretary while VF is on Maternity Leave) was welcomed by DK.

**2 Minutes of the previous meeting**

Minutes from 2011/01 meeting accepted as accurate by Matthew Bennett and seconded by Sue Butler.

**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.  
Action: No increase to acceptable exposure levels- limited exposure.

### 3.3 Laser pointers

Action: A guidance information sheet for Radiation website and/or notify DRSO's. Code of Practice relating to laser pointers to be considered. Lasers are not gazetted in State Govt. Legislation, consider adopting Federal Govt. Leg. for LASERS.

Laser Pointers- Academics/students purchasing laser pointers overseas and bringing back through customs, they are also available through the \$2 shops and available to purchase online. Laser pointers are illegal in the state of Victoria. The maximum penalty for breach of the regulations is \$6000, or six months' imprisonment. It is prohibited to import, sell, manufacture, possess and use laser pointers which emit a laser beam with an accessible emission limit greater than 1mW.

Action: 1 page guidance note of information relating to lasers be placed on the Radiation Web site or/and information sent to HoD's and DRSO's.

### 3.4 RESTRICTED.

## 4 Action items from previous meeting

- **Training**

Werribee I-131 training.

DRSO training - individual modules to be created for DRSO and Radiation Officers.

Action: Ongoing Individual training or training packages to HOD's and DRSO's.

- **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

- **Werribee Vet Clinic**

Inspected by the Dept of Health on 14<sup>th</sup> February.

Action: Survey requires repeating – to be completed.

- **Emergency Management** Action: Ongoing

- **Australian Radiation Protection Society (ARPS) Conference**

ARPS Conference in Sydney, 14-17 October 2012. Call for abstracts have gone out.

<http://arpsconference.com.au/2012/>

- **PET CT scanner (Melbourne Brain Centre)**

Now on UoM Management Licence and Use License for operators.

DoH will visit in June 2012, responsibility is to be established prior to visit.

- **Bio21 NMR**

Update held over to next meeting.

- **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**

Action: Ongoing

**6 Other Business**

6.1 Northern Hospital sources to be identified.

Action: Follow up by Ira Tedja.

6.2 Updated Management License distributed minor address errors.

Action: Address corrections to RML.

Meeting closed at 1.15pm

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**Next ERSC meeting**

Wednesday 5<sup>th</sup> September  
 Level 2, South Meeting Room, Bio21 Institute (bldg 102).

Future meeting dates for 2012: Wednesday 5<sup>th</sup> December

**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	2/2
David Keizer	1/2
Ian Bouch	2/2
Ira Tedja	2/2
Jill Williams	2/2
Julie McNiece	2/2
Matthew Bennett	2/2
Petronella Nel	2/2
Sam Montalto	2/2
Stephen Yeats (observer)	1/2
Steve Guggenheimer	2/2
Susan Butler	2/2
Verity Fisher	1/2
Toni Fraser	1/2