

Open

THE UNIVERSITY OF
MELBOURNE

**Electromagnetic Radiation
Safety Committee**
2015/03

MINUTES

Electromagnetic Radiation Committee Meeting occurred on Wednesday 2nd September 2015, at 1.00pm on the Ground Floor, Meeting Room G11, Old Geology (Building 155).

Meeting opened at 1:10pm

Chairperson: David Keizer

Minute Secretary: Verity Fisher

1 Attendance/Apologies**1.1 Attendees**

David Keizer (DK)

Jill Williams (JW)

Sam Montalto (SM)

Verity Fisher (VF)

Ian Bouch (IB)

Julie McNeice (JM)

Steve Guggenheimer (SG)

Ira Tedja (IT)

Petronella Nel (PN)

Susan Butler (SB)

1.2 Apologies

Malka Halgamuge (MH)

2 Minutes of the previous meeting

Minutes from 2015/02 were then accepted as accurate by the committee, with the following amendment: 6.1 Microbiology Building Tenants – Petronella advised her team had temporarily moved into the 1st and 2nd floors (not 5th and 6th as previously stated) with other occupants working on the 5th and 6th floors.

3 Review of incidents**3.1 TLD badges**

BioChemistry had an incident investigated regarding a TLD badge showing a Beta radiation reading. A Beta reading has never been seen before on a TLD badge. Investigation found the TLD had been contaminated by the source material. Supervisor will be observing future experiments to determine correct practices are in place and being followed. SB suggested the use of contamination survey monitors in the laboratory.

Action: No further actions required. Closed out.

3.2 New Incidents

As per item 3.1.

4 Action items from last meeting

4.1 Radiation Management

Room updates from a limited number of areas have been received and sent to DHHS for updating of the licence. If departments are using radiation sources (specifically open sources) in a number of different rooms within the same or different buildings we need to know all the room and building numbers.

Action: SB to create a process/bulletin for moving sources around the university (between different rooms in the same building or between different buildings) so we capture the information and can pass it onto DHHS.

4.2 Laser Training

Chemistry is purchasing a laser from overseas to be used at Bio21 in an established laser laboratory.

Veterinary Science is using lasers for surgery. SG is in the process of creating a training package specifically for use of lasers in surgery and within Veterinary Science generally. SG plans to give an accelerated presentation of the training at the next meeting.

Action: Closed out

4.3 iProcurement

Issue of how to track open source purchases is ongoing. Permit section needs to be ticked in order for the Purchase Order to go past SG for approval before being purchased. The Bio21 specialist store can track purchases but accounts for only a portion of the purchases within the university. DRSOs and Lab Managers need to be aware of what sources are being used in their labs and report to radiation team to ensure it is permitted on the radiation management licence.

Action: DK and SG to meet and discuss options. No further actions to be taken at this stage.
Closed out

4.4 Mobile Phone Towers

No report as Malka is currently at a conference interstate.

Action: Held over to next meeting.

4.5 Proposed Radiation Amendment Regulations and Legislative Instruments

Still in draft form.

Action: Closed out

4.6 Microbiology Building Tenants

JM stated that staff have moved into level 2 of the Microbiology Building but currently no one is working with ionising radiation materials.

JW stated that Genetics staff are expected to relocate to the Microbiology Building in the future and are expected to use P-32. However a move date has not been confirmed as yet.

Action: Closed out

4.7 Restricted

5 Other Business

5.1 Membership

A request for nominations article has been submitted to Staff News and is expected to appear in the next addition published Friday 5th September.

Action: Responses will be sent to ERSC members for consideration prior to our next meeting.

5.2 ARPS Conference

The next ARPS Conference is being held in Canberra in October. SG, SB and DK are attending.

Action: DK to provide feedback at the next meeting.

5.3 ASNO

Government body responsible for monitoring non-proliferation of high risk radiation sources (ie. uranium containing materials). The University was given two weeks' notice that the 5 year licence was due for renewal. After a lot of effort, SB and SG succeeded in getting the licence signed off by the CFO before the due date. The University is now licenced for the next 5 years.

Action: Closed out

5.4 Permanent removal of sources

A way of permanently removing a number of sources from the Bio21 Radiation Store has been identified; however funding is required to move forward. Removal of sources will reduce the risk of holding sources at the university and reduce the overall cost of the Radiation Management Licence.

Action: DK is in the process of securing funding and is expected to take 3-6 months to finalise. DK will report back next meeting

5.5 Review of storage and handling at Bio21 during construction

As per item 5.4

Meeting closed at 1.48pm

ERSC Meetings Scheduled for 2015

Wednesday 2nd 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, Verity Fisher

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

Attendance Record 2015:

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