

Open



THE UNIVERSITY OF
MELBOURNE

Electromagnetic Radiation Safety Committee

2014/03

MINUTES

Electromagnetic Radiation Committee Meeting occurred on Wednesday 10th September 2014, at 1.00pm on the Ground Floor, Meeting Room G11, Old Geology (Building 155).

Meeting opened at 1:00pm

Chaired by David Keizer

Minuted by Tom Cougan

1 Attendance/Apologies

Welcome to Victor Russ from Engineering who brings expertise in ionising radiation.

1.1 Attendees

David Keizer (DK)

Ira Tedja (IT)

Jill Williams (JW)

Malka Halgamuge (MH)

Matthew Bennett (MB)

Petronella Nel (PN)

Steve Guggenheimer (SG)

Susan Butler (SB)

Victor Russ (VR)

Tom Cougan (Minute Secretary)

1.2 Apologies

Julie McNeice (JM)

Sam Montalto (SM)

Ian Bouch (IB)

2 Minutes of the previous meeting

Minutes from 2014/02 were then accepted by SG and seconded by SB.

3 Review of incidents

3.1 TLD badges

No abnormal results since last meeting.

SG reiterated that ARPANZA previously billed University of Melbourne directly. With the introduction of iProcurement the billing details were changed to the Business Centre, including receipts. Invoices need to be emailed to accounts and a copy cc'd to the local centre. SG should also be informed if any unexpected readings occur.

3.2 New Incidents

No central issues reported. SG commented on a laser printer within the Engineering department that has been producing a smoke and may need addressing in future if this continues.

4 Action items from previous meeting

4.1 Laser Cutter and 3D Printer - Guidance material

Subcommittee has been put on hold following David Chan's resignation. Subcommittee to be chaired by SG preferably alongside an ERSC with laser expertise. SG stated he has his own potential candidate.

Action: On Hold. Laser Subcommittee to monitor effects of lasers, produce guidance material and update safety website accordingly.

4.2 Information Session for DRSOs

DK commented on the success of these sessions and the need to maintain momentum going forward. There is scope to continue sessions with a post-October timeframe raised by DK.

Action: Ongoing. Follow up sessions (laser, ionising, additional training) are to be organised within the coming weeks in conjunction with DRSO requirements. DRSOs are to be asked for feedback regarding further sessions, with responses sent to emr-group@lists.unimelb.edu.au.

4.3 Radiation Management Plans

SB has reviewed a number of the plans and has also delivered feedback on a number as well. Further reviews of submitted plans are currently being carried out by SB, who will contact local areas as required.

Action: SB to continue to review submitted Radiation Management Plans and provide assistance where required.

4.4 Earth Science purchase

SG mentioned Earth Science's recent purchase of an Olympus hand-held XRF mobile X-ray analysis unit. This item has been registered with the Dept. of Health and has also been added successfully to the Radiation management licence. SG expects the item to be onsite by the end of the week ending Friday September 19th.

Action: SG and local DRSO must ensure the item meets use requirements including UoM radiation training for all those using the item.

4.5 iProcurement

SG raised the potential for difficulties arising during the iProcurement process and the committee's need to be aware of such obstacles. His example involved a sealed source of Californium which could not be imported through iProcurement. JW raised concerns with supply checks however SG allayed these fears. SG also reiterated when purchasing radiation items, "Radiation" should be selected from the drop-down permit menu, and his approval received before the purchase is processed.

Action: Ongoing. SG to continue his work regarding approvals, types and numbers of iProcurement items that have been received.

4.6 Business Improvement Program (BIP)

BIP issues will continue be dealt with as they arise. There were no outstanding issues amongst the committee as BIP awareness is high amongst members. DK raised the need for the ongoing maintenance of DRSO lists as the changes to positions/staff caused by BIP may cause these to lose relevance.

Action: Ongoing. Effort must be made to keep DRSO lists updated and with the appropriate personnel listed. The committee should be notified of any major changes.

4.7 **Testing and Tagging of radiation equipment**

PN (Arts) fulfilled requirements regarding PET flashlight. Requested testing and tagging of radiation equipment took place and the unit continues to be used without any issues.

Action: Closed Out

5 **Other Business**

5.1 **Trialling new monitors and badges**

SG described advances made in regards to monitors and badges particularly the move away from luminescence monitoring to optical recognition monitoring which would save cost, allow multiple readings and take into account movement. A comparison is being made between the ability of both types of monitoring with SG noting that data was sent off two weeks ago and results are expected very shortly. The possibility of finger badges was also discussed and well as the trialling of radon, neutron and gamma beta monitors.

Action: Ongoing. Once the result of the badge comparison arrives it will enable the beginning of discussion as to the best monitoring method for the University going forward.

5.2 **ARPS conference**

The ARPS (Australasian Radiation Protection Society) Conference will be held in Hobart from October 26th-29th. The Committee is being represented at this conference by DK, SB and SG.

Action: Once they have returned from this conference the three attendees will update the committee on any relevant topics that arise from the conference at the next meeting.

5.3 **DRSO Training (waste)**

This training continues to be issue free.

Action: No action required.

5.4 **Chemwatch and Radiation**

This training continues to be issue free.

Action: No action required.

5.5 **Magnet**

DK informed the committee that on Wednesday the 10th of September a large 300 MHz magnet was decommissioned. The leftover parts of this system will become scrap metal.

Action: DK stated the methods used to complete this process were videotaped and have positive ramifications for future training and reference purposes.

5.6 **Security Plans**

At the time of meeting the National Terrorism Public Alert System has the potential to be lifted from Medium to High. This has a number of consequences for the University particularly in relation to radioactive materials. DK, SB and SG have met to discuss these implications and are taking the proper steps to adhere to the relevant authorities. They are finishing all relevant paperwork to be completed by the week ending September 19th.

Considerations should also be made for chemicals and bio-chemical levels. DK noted it is important that radiation storage including lists of sealed sources, Isotope storage and problem identification should be taken as seriously as poisons particularly as the Dept. of Health and other relevant agencies will be scrutinising the University at higher levels. Cyanide storage also poses a security risk.

Action: Ongoing. DK states that the relevant steps being taken in regarding to improved security are vital in the University staying ahead in terms of security levels moving forward.

5.7 Mobile Phone Tower

A phone tower has been built adjacent to the Veterinary Science Building (Building 400). The tower is directly in line with a staff room. The University in consultation with the contractors involved in building the tower have stated that the tower has been placed at an angle that will not cause undue levels of radiation to staff. DK noted it will take independent assurances for staff to feel appeased that the tower poses no danger.

Action: MH has offered to take her own measurements in order to demonstrate to staff the low level of risk posed by the tower.

5.8 Laser Training

SG has been in contact with the University of Auckland in relation to the potential for their staff to be involved in Laser training run by the University.

Action: SG has information, data and a presentation he uses for his current training session but asked committee members if they have access to quality and coherent data or presentations that it be sent to him to formulate a presentation for use in external University training sessions.

Meeting closed at 1.40pm

ERSC Meeting Scheduled for 2014

Wednesday 3rd December

Distribution List:

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

Minute Secretary: Tom Cougan

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

Attendance Record 2014:

Member	Attendance
Victor Russ	1/4
David Keizer	3/4
Ian Bouch	2/4
Ira Tedja	2/4
Jill Williams	3/4
Julie McNiece	1/4
Malka Halgamuge	2/4
Matthew Bennett	2/4
Petronella Nel	3/4
Sam Montalto	2/4
Steve Guggenheimer	3/4
Susan Butler	3/4