

Purchase of Radioisotopes

The possession and use of radioactive sources is authorized under license to the University by the State of North Carolina in agreement with the U.S. Nuclear Regulatory Commission. The University Radiation Safety Officer is required to provide assurances to the government entities that all radioactive materials are obtained, used, and disposed of in accordance with license specifications. All requests for radioactive materials should be made on a Purchase Requisition and forwarded to the Radiation Safety Officer in the UNC Charlotte Department of Public Safety along with UNC Charlotte Form RAS #3 (certification for the purchase of radioactive materials). Instructions pertaining to this form are contained in the Handbook for Radiation Safety at UNC Charlotte, dated December 1979. The Radiation Safety Office shall review all purchase requisitions and approve radioactive material for purchase through the Radiation Safety Officer sign-off on RAS Form 3 to ensure the following criteria are met:

- A. The requisitioner is an Authorized User of radioactive materials and has been approved for the nuclide being ordered.
- B. The quantity ordered is within the requisitioner's authorized possession limit and the UNC Charlotte possession limit.
- C. The requisition is accompanied by a UNC Charlotte RAS Form 3.
- D. A current Radioactive Materials Inventory Record is on file (UNC Charlotte RAS Form #6).

The Radiation Safety Officer will forward the approved request to the Purchasing Department for placing the Purchase Order. When the material arrives, it must be received in accordance with the following procedures:

- A. All radioactive material packages will be received at Biology Room 257 or 266, Woodward Building.
- B. The University Safety Office will be notified immediately by the Biology Office upon receipt or immediately the next working day if received after hours. The package is NOT to be delivered to the Authorized User until it has been released by the Safety Office.
- C. The Safety Office will monitor the external surfaces of the package for contamination and radiation levels within 3 hours of receipt, if the package:
 - 1. Is labeled as containing radioactive material, or
 - 2. Has evidence of potential contamination such as when crushed, wet, or damaged.
- D. The Safety Office will immediately notify the final delivery carrier and the N.C. Radiation Protection Section when:
 - 1. Removable surface contamination exceeds the limits of 10 CFR 71.87 (i) or

2. External radiation levels exceed the limits of 10 CFR 71.47.
- E. Packages exhibiting no contamination will be released for pick up by the Authorized User listed on the Purchase Requisition.
 - F. The Authorized User will open the packages expeditiously and monitor the container and packing materials for contamination.
 - G. Any contamination will be reported immediately to the University Safety Office (7-4291).
 - H. A copy of the packing list shall be dated and provided to Safety Office personnel while they are checking the package. In addition, radioactive material received shall be listed on UNC Charlotte Form RAS 6, Radioactive Material Inventory Record with a designated vial number as assigned by the Safety Office.

[UNCC Form RAS #3](#)

[UNCC Form RAS #6](#)