

Radioactive Materials Ordering Procedure

The following procedure must be followed when ordering approved radioactive materials under any of the University Licenses.

- All requisitions for radioactive materials must clearly show that item being ordered contain radioactive materials including the isotope, the activity and the form. For example:

Radioactive Materials
Isotope: P32
Form: Liquid
Activity: 500 microcuries

- Unless otherwise specified by the Radiation Safety Officer, the delivery address for all radioactive material must be given as follows:

Environmental Health & Safety
11200 SW 8th Street
Modesto Maidique Campus (MMC), CSC 162,
Miami, FL 33199.

- All requisitions shall be submitted to the Radiation Safety Officer for approval before being sent to the Purchasing Department.
- In the event that the Radiation Safety Officer is unavailable, the Director or Assistant Director of Environmental Health & Safety is authorized to perform this function if an emergency purchase is required.

Failure to comply with this procedure will result in the automatic suspension of the privilege to work with radioactive materials under the University licenses and will require the user to get re- certified.