I. **INTRODUCTION** (Purpose and Intent)

The University of South Florida System (USF System) is committed to incorporating health and safety practices in research and teaching activities using radioactive materials or lasers at any USF System facility or property or by USF System or affiliated faculty, staff, or students. The Ionizing Radiation Safety Program and the Laser Safety Program were designed to ensure safe, effective practices; to educate researchers in new technological advances; to identify hazards; to provide support for individuals using lasers or radioactive materials and equipment; and to comply with all applicable federal and state regulations.

II. **STATEMENT OF POLICY**

The Ionizing Radiation Safety Program provides administrative, educational training, and hands-on support to the USF System researcher utilizing radioactive materials or equipment that produces ionizing radiation. All research and teaching activities performed by USF System or affiliated faculty, staff, or students utilizing radioactive materials or equipment must be approved prior to initiation of such activities and must be performed in accordance with the Ionizing Radiation Safety Program procedures. The Ionizing Radiation Safety Program is managed in accordance with all applicable federal and state laws and regulations, including Chapter 404, Florida Statutes, and Florida Administrative Code, Chapter 64E-5, Control of Radiation Hazards. The USF System operates under specific licenses issued by the State of Florida, Department of Health, Bureau of Radiation Control, and must comply with the terms and conditions contained therein.

III. INSTITUTIONAL OFFICIAL AND OVERSIGHT AUTHORITY

The USF System Senior Vice President for Research, Innovation & Economic Development serves as the Institutional Official responsible for the oversight of the Ionizing Radiation Safety Program and has appointed a USF System Radiation Safety Committee responsible for the oversight and evaluation of the use of radioactive materials in research and teaching, as well as a Radiation Safety Officer, who implements decisions made by the Radiation Safety Committee.

IV. RADIATION SAFETY COMMITTEE

The Radiation Safety Committee, consisting of USF System faculty members who have radioisotope experience, advises the Senior Vice President for Research, Innovation & Economic Development on all matters pertaining to the safe handling of radioactive materials and other radiation sources within the USF System, approves all researchers and the use of radioactive materials, reviews and develops operating procedures and policies governing radioactive material use, and assures compliance with regulations concerning the use of radioactive materials found in all applicable federal and state laws and regulations, including Florida Administrative Code, Chapter 64E-5, Control of Radiation Hazards. Radiation Safety Committee meetings are held at least semi-annually.

V. RADIATION SAFETY OFFICER AND LASER SAFETY OFFICER
The Radiation Safety Officer reports directly to the Senior Vice President for Research, Innovation & Economic Development concerning all matters relating to Radiation Safety and to the Senior Associate Vice President for Research & Innovation and the Assistant Vice President or Director, as appropriate, of Research Integrity & Compliance on matters relating to administrative support and day-to-day operations. The Radiation Safety Officer has ready access to all administrative levels of the USF System and has the authority to terminate immediately any work with radioactive material and/or radiation generating equipment that is found to be a threat to health, safety, or property. The Radiation Safety Officer administers the Radiation Safety Office.

The Radiation Safety Officer also serves as the Laser Safety Officer for the USF System with the responsibility and authority to terminate immediately any work within the USF System with lasers that constitutes a hazard to a laser operator, faculty, student, staff, or member of the public. The Laser Safety Officer also provides assistance in evaluating and controlling hazards; maintains records with the State of Florida, Department of Health; participates in accident investigations; provides laser safety training; and performs semi-annual inspections of Class 3B and Class 4 lasers.

VI. RADIATION SAFETY OFFICE

The Radiation Safety Office within Research Integrity & Compliance administers safe-handling procedures and practices to ensure USF System research operations with ionizing radiation are conducted in an appropriate manner. The Radiation Safety Office conducts training, orders radioisotopes, completes routine surveys, collects radioactive waste, and provides dosimetry services to users of radioactive materials. The Radiation Safety Office also administers the Laser Safety Program, identifying hazards, providing recommendations for proper use, providing basic laser safety training for individuals using lasers, participating in investigations, performing inspections, and registering equipment with appropriate regulatory offices.

VII. RESEARCH INTEGRITY & COMPLIANCE

Research Integrity & Compliance assists the Radiation Safety Committee and the Senior Vice President for Research, Innovation & Economic Development with oversight and evaluation
functions by providing administrative support and appropriate staff for the Radiation Safety Office, which also includes the Laser Safety Program.

*Current Responsible Office: Research & Innovation

*Refer to the appropriate Responsible Office website for a current name of the Vice President or other Responsible Officer.

History: New 9-1-10, Amended 8-24-16 (technical).