

RAM Semiannual Inventory

Semiannual Radioactive Material Inventory

To confirm and manage inventory your role must be PI or Lab Manager (roles can be viewed/edited in the "Personnel" tab)

| Home Personnel Inventory Orders | Permits Permit Requests Waste | | | | |
|--|--------------------------------------|---|--|--|--|
| We | lcome to the Radiatior | i Safety Management S | ystem | | |
| Permits | Purchasing | Inventory | Radioactive Waste | | |
| Apply For a New Permit View Permitted Isotopes and Equipment Request an Amendment Update Permitted Locations | Place an Order View Purchase History | View Inventory Record Use and Disposal Confirm Receipt of New Inventory | Request a Pick-Up Request Supplies View Waste Containers | | |
| ehs.harvard.edu | Radiation_Sa | fety⊜Harvard.edu | 617-496-3797 | | |

- 1. Navigate to the **Inventory** tab and choose the **"Show All**" status for your inventory. This will display your historical inventory <u>including</u> disposed material.
 - a. From this list please confirm receipt of items that have already been delivered to your lab (the person who entered the order can also do this). Please note, this step is easily overlooked and should be completed after each package delivery.

| | | | | | | adioactive N | laterials | | | | | | |
|--|--|--|--------------------------------------|-------------|--|---|--|---|---|---|--|--|--|
| Select Princip | pal Investigato | r. | | | | | | | | | | | |
| Corinne | | | | | | | | | | | | | |
| Mitchell, C | orinne | | | | | ٠ | | | | | | | |
| Status | | | Show All | | | • | Element | | | Show All | | | |
| Code | | | Search | | | | Compound | | | Search | | | |
| Principal Investigator | | | Search | | | | Isotope | | | Search | | | |
| Lot Search | | | | | | | | | | | | | |
| | | | Search | | | | | | | | | | |
| | | | Search | | | | | | | | Unit: | | |
| Show 10 rows | s Excel | PDF | Search | | | | | Sta | rt Date 03/08/ | 2018 | Unit: End Date 03/09/2019 | | |
| Show 10 rows | s Excel | PDF Principal Investigator | Isotope 11 | Compound 11 | Current Activity | Physical Form | Receipt | Sta Last Survey | rt Date 03/08/ Permit Number 11 | 2018 Manufacturer II | Unit: End Date 03/09/2019 | | |
| Show 10 rows Status III O Delivered | s ☑Excel Code IL 20180815- 353 | PDF Principal Investigator | Isotope IT P-32 | Compound 11 | Current Activity IT 0.00456 uCl | Physical Form Liquid | Receipt Date IT Aug 15, 2018 | Sta Last Survey IT Aug 15, 2018 | rt Date 03/08/ Permit Number 11 R0771 | 2018 Manufacturer 11 Perkin Elmer | Unit: End Date 03/09/2019 Q A Surveys Sub-Vial Cor | | |
| Show 10 rows Status II O Delivered O Disposed | 5 €Excel Code II 20180815- 353 20180727- 249 | Principal Investigator II Mitchell, Corinne | Isotope II P-32 P-32 | Compound 1 | Current Activity II 0.00456 uCi 0.00220 uCi | Physical Form Liquid Liquid | Receipt Date I Aug 15, 2018 Jul 27, 2018 | Sta Last Survey IT Aug 15, 2018 | rt Date 03/06/ Permit Number 11 R0771 R0771 | 2018 Manufacturer II Perkin Elmer Perkin Elmer | Unit: End Date 03.09/2019 | | |
| Show 10 rows Status II Delivered Disposed In Stock | Code IL 20180815- 353 20180727- 249 20181204- 637 637 | Principal Investigator II Mitchell, Corinne Mitchell, Corinne | Isotope IT P-32 P-32 Cs-137 | Compound 1 | Current Activity II 0.00456 uCi 0.00220 uCi 9.922779 uCi | Physical Form Liquid Liquid Liquid | Receipt Date I Aug 15, 2018 I Jul 27, 2018 I Dec 4, 2018 I | Sta Last Survey II Aug 15, 2018 | rt Date 03/06/ Permit Number 11 R0771 R0771 | 2018 Manufacturer 17 Perkin Elmer Perkin Elmer Perkin Elmer | Unit: End Date 03/09/2019 Surveys Sub-Vial Surveys Sub-Vial Surveys Dispose Sub- | | |



- 2. Next, select the "**In Stock**" status to view what the system believes is your current physical inventory (this should <u>not</u> contain material scheduled for a waste pickup).
- 3. Use this list to check against your physical inventory and make note of any discrepancies.
 - a. If no discrepancies exist, please email <u>radiation_safety@harvard.edu</u> confirming a RAM inspection has been completed and your inventory is accurate.
 - b. If there are discrepancies (possibly due to clerical errors during the transition to AIMS or unrecorded waste pickups) please email <u>radiation_safety@harvard.edu</u> with the correct isotopes and activities and we will update your inventory accordingly. Material in your physical inventory that you would like to remove should be handled through the normal waste pickup procedure. (As a reminder, instructions for scheduling a waste pickup can be found on our website: <u>https://www.ehs.harvard.edu/node/7548</u>).

| Status | s In Stock 🔻 | | | • Eleme | Element | | | Show All 🔻 | | | | | |
|----------------------------|------------------|---------------------------|------------|------------|---------------------|------------------|-----------------|-----------------|--------------|----------|-------------|--|--|
| Code Sea | | | Search | | | Compound | | | Search | | | | |
| Principal Investigator Sea | | Search | Search | | | Isotope | | | Search | | | | |
| Lot | | Search | | | | | | | | | | | |
| | | | | | | | | | | | Unit: Ci | | |
| Show 10 rows | Excel | PDF | | | | Start Date | 03/11/2018 | | End Date 03 | /12/2019 | _ | | |
| Status 1 | Code 💵 | Principal Investigator | Isotope 11 | Compound 1 | Current Activity | Physical Form | Receipt Date | Last Survey | | | | | |
| In Stock | 20180815- 353 | Mitchell, Corinne | P-32 | | 0.00393 uCi | Liquid | Aug 15, 2018 | Aug 15, 2018 | Q Surveys | Dispose | Sub-Via | | |
| In Stock | 20181204- 637 | Mitchell, Corinne | Cs-137 | | 9.92588 uCi | Liquid | Dec 4, 2018 | | Q Surveys | Dispose | Sub-Via | | |
| In Stock | 20181204- 638 | Mitchell, Corinne | P-32 | | 1.96419 uCi | Liquid | Dec 4, 2018 | | Q Surveys | Dispose | Sub-Via | | |
| In Stock | 20190207- | Mitchell, Corinne | Cs-137 | | 29.93950 uCi | Liquid | Feb 7, 2019 | | Q | ŵ | <u>_</u> | | |