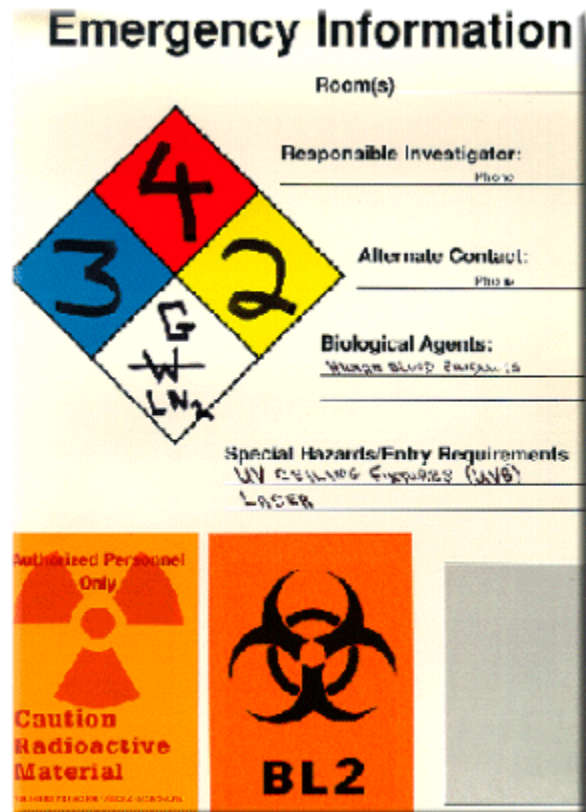
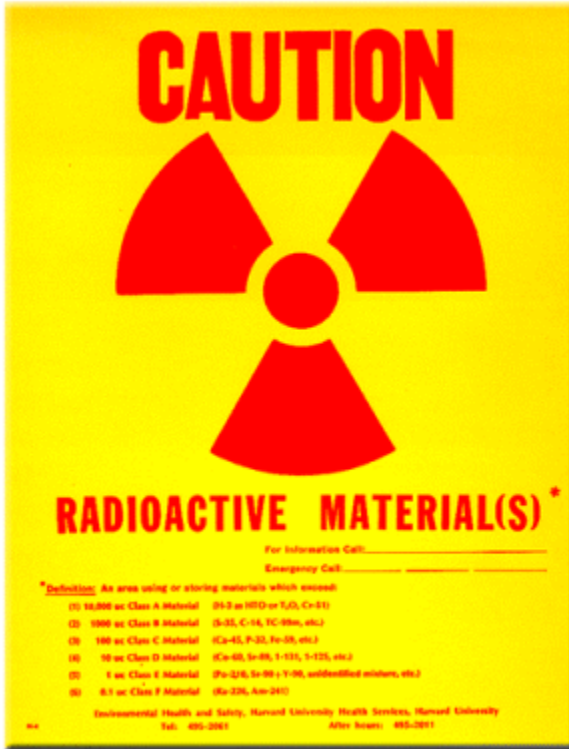




Radiation Signs and Labels

There are various signs and labels that designate radioactive work areas, authorized sinks, storage locations, waste containers, and contaminated surfaces. There are also forms that are required postings for the Harvard and Massachusetts Radiation Control Programs that provide useful information.

Room Signs: *Posted on the outside of a door to indicate a room where radioactive material is used or stored*



Laboratory Safety

46 Blackstone Street, Cambridge, MA 02139 | T: 617.496.3797 | F: 617.496.5509

www.ehs.harvard.edu | email: lab_safety@harvard.edu

Sink: *designates an authorized radioactive sink*



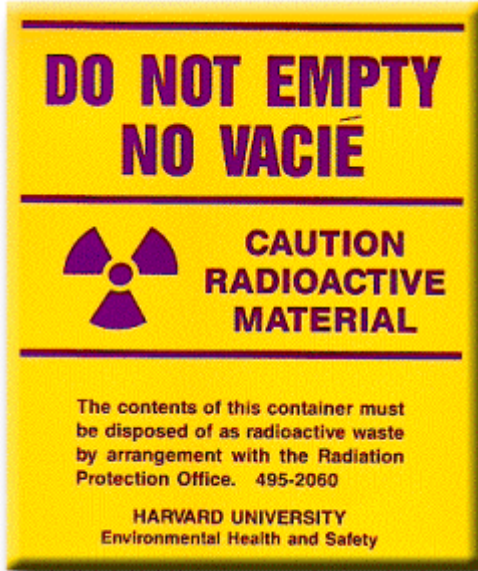
- *Affixed near the sink, which indicates additional sink disposal limits as shown*



Fridge: *indicates a fridge where radioactive material is kept*



Waste: labels for radioactive waste containers




Labeling Tape: used to indicate a radioactive material work area or if a contamination is present (locations or piece of equipment)



Posted Forms: these forms are required postings for the Harvard and Massachusetts Radiation Control Programs, respectively

HARVARD UNIVERSITY



Regulations Governing The Use of Sources of Ionizing Radiation

AUTHORIZATION
No one may use, bring into or remove from the University any radioisotopes without authorization from Environmental Health & Safety. Every individual working with radioisotopes in its radiation controlled areas must be registered with Environmental Health & Safety.

TRAINING
No individual may work with radioisotopes without training and instruction necessary to ensure safe working habits, to prevent the exposure of others, and to avoid contamination of the surroundings.

RESPONSIBILITIES
Work with radioisotopes must be done in accordance with regulations issued by Environmental Health & Safety and available from their office.
These regulations cover maximum exposure limits, posting of areas, container procedures, procurement, delivery, storage, waste disposal, receipt, transportation, protective clothing, contamination, work habits and procedures, accidents, and termination of work.

NOTIFICATION OF ENVIRONMENTAL HEALTH & SAFETY
Environmental Health & Safety shall be notified promptly of all accidents involving possible personnel and area contamination, contamination to radiology, spill of contamination, difficulty in cleaning up a contaminated area, and of any violations or unsafe practices with radioactive material.
Environmental Health & Safety must also be notified in the event of loss or misplacement of radioisotopes and sources.

Rules For Effective Radiation Protection

- Avoid all unnecessary exposure to ionizing radiation.
- Keep external radiation exposure to a minimum by planning your work habits with minimum exposure in mind. Do not linger unnecessarily in radiation areas. Use remote handling tools and shielding for exposure sources.
- Keep the chances of ingestion or skin contamination and penetration to a minimum through the use of appropriate protective clothing, including gloves. Never work without gloves if there is a leak in the skin below the waist.
- Do not pipette by mouth.
Do not store or eat food in rooms where work with unsealed radioactive materials is taking place.
Do not smoke while working with unsealed radioactive materials or in contaminated areas.
- Wash hands when operations are completed. Remove hands, clothing and work area and avoid smears, even if negative.
- Keep yourself informed of all safety measures pertaining to your work including the appropriate corrective action in the event of an accident.
- In the event of a significant spill or accidental release:
Restrict access to contaminated area.
Prevent spread of contamination.
Notify Environmental Health & Safety.


CALL ENVIRONMENTAL HEALTH AND SAFETY WHENEVER QUESTIONS ARISE CONCERNING A RADIATION HAZARD OR PROPER PRACTICE IN WORKING WITH RADIOACTIVE MATERIAL

In accordance with the provisions of the Code of Federal Regulations, Title 10, Part 19, Section 19.12, employees are notified that copies of the 10 CFR Appointed Standards, license and amendments issued to Harvard University, the 10 CFR regulations in 10 CFR 19.12 and 19.13 and the Harvard Radiation Safety Manual are available for examination at Environmental Health and Safety, 44 Oxford Street, Cambridge, MA.

**HARVARD UNIVERSITY
ENVIRONMENTAL HEALTH AND SAFETY
44 OXFORD STREET, CAMBRIDGE**

TELEPHONE: 495-5266
AFTER HOURS: 495-5566

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HARVARD UNIVERSITY RADIATION CONTROL PROGRAM

HARVARD UNIVERSITY
44 OXFORD STREET, CAMBRIDGE, MASSACHUSETTS 02138
TELEPHONE: 495-5266
FAX: 495-5566

The following is a summary of the regulations governing the use of radioactive materials in the laboratory. It is intended to provide a general overview of the regulations and is not intended to be a substitute for the full text of the regulations. For a complete and up-to-date copy of the regulations, please contact the Radiation Control Program at 44 Oxford Street, Cambridge, MA 02138.

<p>REGULATIONS GOVERNING THE USE OF SOURCES OF IONIZING RADIATION</p> <p>1. AUTHORIZATION No one may use, bring into or remove from the University any radioisotopes without authorization from Environmental Health & Safety. Every individual working with radioisotopes in its radiation controlled areas must be registered with Environmental Health & Safety.</p> <p>2. TRAINING No individual may work with radioisotopes without training and instruction necessary to ensure safe working habits, to prevent the exposure of others, and to avoid contamination of the surroundings.</p> <p>3. RESPONSIBILITIES Work with radioisotopes must be done in accordance with regulations issued by Environmental Health & Safety and available from their office. These regulations cover maximum exposure limits, posting of areas, container procedures, procurement, delivery, storage, waste disposal, receipt, transportation, protective clothing, contamination, work habits and procedures, accidents, and termination of work.</p> <p>4. NOTIFICATION OF ENVIRONMENTAL HEALTH & SAFETY Environmental Health & Safety shall be notified promptly of all accidents involving possible personnel and area contamination, contamination to radiology, spill of contamination, difficulty in cleaning up a contaminated area, and of any violations or unsafe practices with radioactive material. Environmental Health & Safety must also be notified in the event of loss or misplacement of radioisotopes and sources.</p>	<p>5. REGULATIONS GOVERNING THE USE OF SOURCES OF IONIZING RADIATION</p> <p>1. AUTHORIZATION No one may use, bring into or remove from the University any radioisotopes without authorization from Environmental Health & Safety. Every individual working with radioisotopes in its radiation controlled areas must be registered with Environmental Health & Safety.</p> <p>2. TRAINING No individual may work with radioisotopes without training and instruction necessary to ensure safe working habits, to prevent the exposure of others, and to avoid contamination of the surroundings.</p> <p>3. RESPONSIBILITIES Work with radioisotopes must be done in accordance with regulations issued by Environmental Health & Safety and available from their office. These regulations cover maximum exposure limits, posting of areas, container procedures, procurement, delivery, storage, waste disposal, receipt, transportation, protective clothing, contamination, work habits and procedures, accidents, and termination of work.</p> <p>4. NOTIFICATION OF ENVIRONMENTAL HEALTH & SAFETY Environmental Health & Safety shall be notified promptly of all accidents involving possible personnel and area contamination, contamination to radiology, spill of contamination, difficulty in cleaning up a contaminated area, and of any violations or unsafe practices with radioactive material. Environmental Health & Safety must also be notified in the event of loss or misplacement of radioisotopes and sources.</p>	<p>6. REGULATIONS GOVERNING THE USE OF SOURCES OF IONIZING RADIATION</p> <p>1. AUTHORIZATION No one may use, bring into or remove from the University any radioisotopes without authorization from Environmental Health & Safety. Every individual working with radioisotopes in its radiation controlled areas must be registered with Environmental Health & Safety.</p> <p>2. TRAINING No individual may work with radioisotopes without training and instruction necessary to ensure safe working habits, to prevent the exposure of others, and to avoid contamination of the surroundings.</p> <p>3. RESPONSIBILITIES Work with radioisotopes must be done in accordance with regulations issued by Environmental Health & Safety and available from their office. These regulations cover maximum exposure limits, posting of areas, container procedures, procurement, delivery, storage, waste disposal, receipt, transportation, protective clothing, contamination, work habits and procedures, accidents, and termination of work.</p> <p>4. NOTIFICATION OF ENVIRONMENTAL HEALTH & SAFETY Environmental Health & Safety shall be notified promptly of all accidents involving possible personnel and area contamination, contamination to radiology, spill of contamination, difficulty in cleaning up a contaminated area, and of any violations or unsafe practices with radioactive material. Environmental Health & Safety must also be notified in the event of loss or misplacement of radioisotopes and sources.</p>
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Email radiation_protection@harvard.edu to send comments and suggestions to the Radiation Protection Office.