

# Texas A&M AgriLife Extension Service Procedures

24.01.01.X0.05 | Radiological Safety

Revised: July 11, 2023

Next Scheduled Review: July 11, 2028



[Click Here to View Revision History](#)

---

## PROCEDURE SUMMARY

---

It is the intention of Texas A&M AgriLife Extension Service (AgriLife Extension) to provide safe operating procedures and to avoid radiological accidents by developing adequate controls in the acquisition, use, storage, and disposal of radioactive materials, radiation producing devices, and Class 3b and 4 lasers.

This procedure sets forth the guidelines for employee safety when handling, using, or in the proximity to the use of radioisotopes, radiation producing devices, and lasers.

---

## PROCEDURES AND RESPONSIBILITIES

---

### 1.0 PROCEDURES

Unit heads will ensure that:

- 1.1 All employees intending to possess radioactive materials, radiation producing devices, or Class 3b/Class 4 lasers obtain a permit from Radiological Safety of the Environmental Health and Safety, Texas A&M University (Texas A&M), 4472 TAMU, College Station, Texas 77843-4472.
- 1.2 All employees dealing with radioactive materials, radiation producing devices, and lasers shall receive training on the use or operation of such sources including radiation safety and emergency procedures. The level of training shall be commensurate with the level of the radiation hazard.
- 1.3 All requisitions or purchase orders for radioactive materials, radiation producing devices, and lasers must comply with the current procedures of Radiological Safety. Any purchase order for such materials or equipment requiring bids must be approved by the Texas A&M Radiological Safety Officer or designee before it is sent to AgriLife Procurement. Verbal (telephone) approval from Radiological Safety is sufficient for purchases in which bids are not required.
- 1.4 All radioactive waste must be disposed through Radiological Safety.
- 1.5 Radiological Safety is contacted for any transfer or disposal of radiation producing devices and lasers.
- 1.6 All accidents involving the use of radioactive material shall be reported immediately to Radiological Safety at 979-845-1361 during normal hours and by calling 979-862-1111 after hours. A similar report should be made through normal administrative channels to the Director.
- 1.7 All Radiological Safety procedures are followed by unit employees.

---

## RELATED STATUTES, POLICIES, OR REQUIREMENTS

---

[A&M System Policy 24.01, Risk Management](#)

[A&M System Regulation 24.01.01, Health and Safety, and its associated standards](#)

---

**CONTACT OFFICE**

---

Questions regarding this procedure should be referred to the AgriLife Extension Safety Coordinator at 979-862-4038.

---

**REVISION HISTORY**

---

Approved: December 6, 1999

Revised: October 5, 2001  
August 18, 2008  
December 9, 2010

Reviewed: August 27, 2012

Revised: January 3, 2018  
July 11, 2023

Next Scheduled Review: July 11, 2028