



ADMINISTRATIVE
POLICIES AND PROCEDURES MANUAL

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PAGE
F2-240.0

SUBJECT
FACILITIES AND SERVICES

SUB-TOPIC

RADIOACTIVE MATERIAL

All radioactive material received by the University must be delivered to the UTD/Richardson Receiving Section, SB1.102, and handled as follows:

Check for visible damage (see F2-140.0, this section). If there is visible damage, do NOT remove container(s) from the delivery vehicle.

A. Procedure for Accepting Radioactive Materials Not Visibly Damaged:

1. Follow the usual acceptance procedure (see F2-110.0, this section).
2. Do NOT open any containers.
3. Place the material in plastic holding container(s).

NOTE: It is the responsibility of the requisitioner to immediately inform the University Radiation or Safety Officer of shipment arrival, ext. 2141.

For additional information, consult the UTD Safety Operating Manual, Section RS-1, Part F.