

40.64(5) Containers that are accessible only to individuals authorized to handle or use them, or to work in the vicinity of the containers, if the contents are identified to these individuals by a readily available written record. Examples of containers of this type are containers in locations such as water-filled canals, storage vaults, or hot cells. The record shall be retained as long as the containers are in use for the purpose indicated on the record; or

40.64(6) Installed manufacturing or process equipment, such as piping and tanks.

641—40.65(136C) Procedures for receiving and opening packages.

40.65(1) Each licensee who expects to receive a package containing quantities of radioactive material in excess of a Type A quantity shall make arrangements to receive:

- a.* The package when the carrier offers it for delivery; or
- b.* The notification of the arrival of the package at the carrier's terminal and to take possession of the package expeditiously.

40.65(2) Each licensee shall:

a. Monitor the external surfaces of a labeled³ package for radioactive contamination unless the package contains only radioactive material in the form of gas or in special form as defined in 641—Chapter 38;

b. Monitor the external surfaces of a labeled³ package for radiation levels unless the package contains quantities of radioactive material that are less than or equal to the Type A quantity; and

c. Monitor all packages known to contain radioactive material for radioactive contamination and radiation levels if there is evidence of degradation of package integrity, such as packages that are crushed, wet, or damaged.

40.65(3) The licensee shall perform the monitoring required by 40.65(2) as soon as practicable after receipt of the package, but not later than three hours after the package is received at the licensee's facility if it is received during the licensee's normal working hours, or not later than three hours from the beginning of the next working day if it is received after working hours.

40.65(4) The licensee shall immediately notify the final delivery carrier and, by telephone and telegram, mailgram, or facsimile, the Agency when:

- a.* Removable radioactive surface contamination exceeds the limits of 49 CFR 173.443; or
- b.* External radiation levels exceed the limits of 10 CFR 71.47 as set forth in rule 641—39.5(136C).

40.65(5) Each licensee shall:

a. Establish, maintain, and retain written procedures for safely opening packages in which radioactive material is received; and

b. Ensure that the procedures are followed and that due consideration is given to special instructions for the type of package being opened.

³ Labeled with a Radioactive e White I, Yellow II, or Yellow III label as specified in U.S. Department of Transportation regulations 49 CFR 172.403 and 172.436-440.

40.65(6) Licensees transferring special form sources in vehicles owned or operated by the licensee or registrant to and from a work site are exempt from the contamination monitoring requirements of 40.65(2), but are not exempt from the monitoring requirement in 40.65(2), for measuring radiation levels that ensure that the source is still properly lodged in its shield.

641—40.66 to 40.69 Reserved.

WASTE DISPOSAL

641—40.70(136C) General requirements.

40.70(1) A licensee shall dispose of licensed material only:

- a. By transfer to an authorized recipient as provided in 40.74(136C) or 641—39.4(136C), or to the U.S. Department of Energy; or
- b. By decay in storage; or
- c. By release in effluents within the limits in 40.72(1) “d”; or
- d. As authorized pursuant to 40.71(136C), 40.72(136C), 40.73(136C), or 40.74(136C).

40.70(2) A person shall be specifically licensed to receive waste containing licensed material from other persons for:

- a. Treatment prior to disposal; or
- b. Treatment or disposal by incineration; or
- c. Decay in storage; or
- d. Storage until transferred to a storage or disposal facility authorized to receive the waste.

641—40.71(136C) Method for obtaining approval of proposed disposal procedures. A licensee or applicant for a license may apply to the Agency for approval of proposed procedures, not otherwise authorized in these rules, to dispose of licensed material generated in the licensee’s operations. Each application shall include:

40.71(1) A description of the waste containing licensed material to be disposed of, including the physical and chemical properties that have an impact on risk evaluation, and the proposed manner and conditions of waste disposal; and

40.71(2) An analysis and evaluation of pertinent information on the nature of the environment; and

40.71(3) The nature and location of other potentially affected facilities; and

40.71(4) Analyses and procedures to ensure that doses are maintained ALARA and within the dose limits in this chapter.

641—40.72(136C) Disposal by release into sanitary sewerage.

40.72(1) A licensee may discharge licensed material into sanitary sewerage if each of the following conditions is satisfied:

- a. The material is readily soluble, or is readily dispersible biological material, in water; and
- b. The quantity of licensed radioactive material that the licensee releases into the sewer in one month divided by the average monthly volume of water released into the sewer by the licensee does not exceed the concentration listed in Table III of Appendix B; and

c. If more than one radionuclide is released, the following conditions must also be satisfied:

(1) The licensee shall determine the fraction of the limit in Table III of Appendix B represented by discharges into sanitary sewerage by dividing the actual monthly average concentration of each radionuclide released by the licensee into the sewer by the concentration of that radionuclide listed in Table III of Appendix B; and

(2) The sum of the fractions for each radionuclide required by 40.72(1)“c”(1) does not exceed unity; and

d. The total quantity of licensed radioactive material that the licensee releases into the sanitary sewerage in a year does not exceed 5 Ci (185 GBq) of hydrogen-3, 1 Ci (37 GBq) of carbon-14, and 1 Ci (37 GBq) of all other radioactive materials combined.

40.72(2) Excreta from individuals undergoing medical diagnosis or therapy with radioactive material are not subject to the limitations contained in 40.72(1).

641—40.73(136C) Treatment or disposal by incineration. A licensee may treat or dispose of licensed materials by incineration only in the amounts and forms specified in 40.74(136C) or as specifically approved by the Agency pursuant to 40.71(136C).

641—40.74(136C) Disposal of specific wastes.

40.74(1) A licensee may dispose of the following licensed material as if it were not radioactive:

a. 0.05 μCi (1.85 kBq), or less, of hydrogen-3 or carbon-14 per gram of medium used for liquid scintillation counting; and

b. 0.05 μCi (1.85 kBq), or less, of hydrogen-3 or carbon-14 per gram of animal tissue, averaged over the weight of the entire animal.

40.74(2) A licensee shall not dispose of tissue pursuant to 40.74(1)“b” in a manner that would permit its use either as food for humans or as animal feed.

40.74(3) The licensee shall maintain records in accordance with 40.88(136C).

641—40.75(136C) Transfer for disposal and manifests.

40.75(1) Any licensee shipping radioactive waste intended for ultimate disposal at a licensed land disposal facility must document the information required on the Uniform Low-Level Radioactive Waste Manifest and transfer this recorded manifest information to the intended consignee in accordance with Appendix D of this chapter.

40.75(2) Each shipment manifest must include a certification by the waste generator as specified in Section II of Appendix D of this chapter.

40.75(3) Each person involved in the transfer for disposal and disposal of waste, including the waste generator, waste collector, waste processor, and disposal facility operator, shall comply with the requirements specified in Section III of Appendix D of this chapter.

641—40.76(136C) Compliance with environmental and health protection regulations. Nothing in 40.70(136C), 40.71(136C), 40.72(136C), 40.73(136C), 40.74(136C), or 40.75(136C) relieves the licensee or registrant from complying with other applicable federal, state and local regulations governing any other toxic or hazardous properties of materials that may be disposed of to 40.70(136C), 40.71(136C), 40.72(136C), 40.73(136C), 40.74(136C), or 40.75(136C).

641—40.77 to 40.79 Reserved.

RECORDS

641—40.80(136C) General provisions.

40.80(1) Each licensee or registrant shall use the special units curie, rad, rem and roentgen, counts per minute (cpm), disintegrations per minute (dpm), or the SI units becquerel, gray, sievert and coulomb per kilogram, including multiples and subdivisions, and shall clearly indicate the units of all quantities on records required by this chapter.

40.80(2) The licensee or registrant shall make a clear distinction among the quantities entered on the records required by this chapter, such as, total effective dose equivalent, total organ dose equivalent, shallow dose equivalent, lens dose equivalent, deep dose equivalent, or committed effective dose equivalent.

40.80(3) In the records required by this chapter, the licensee may record quantities in SI units in parentheses following each of the units specified in 40.80(1). However, all quantities must be recorded as stated in 40.80(1).

40.80(4) Notwithstanding the requirements of 40.80(1), when recording information on shipment manifests, as required in 641—40.75(136C), information must be recorded in the International System of Units (SI) or in SI and units as specified in 40.80(1).

40.80(5) Notwithstanding the requirements of 40.80(1), records of removable radioactive surface contamination on packages shall be recorded in disintegrations per minute (dpm).

641—40.81(136C) Records of radiation protection programs.

40.81(1) Each licensee or registrant shall maintain records of the radiation protection program, including:

- a. The provisions of the program; and
- b. Audits and other reviews of program content and implementation.

40.81(2) The licensee or registrant shall retain the records required by 40.81(1)“a” until the Agency terminates each pertinent license or registration requiring the record. The licensee or registrant shall retain the records required by 40.81(1)“b” for three years after the record is made.

641—40.82(136C) Records of surveys.

40.82(1) Each licensee or registrant shall maintain records showing the results of surveys and calibrations required by 40.36(136C) and 40.65(2). The licensee or registrant shall retain these records for three years after the record is made.

40.82(2) The licensee or registrant shall retain each of the following records until the Agency terminates each pertinent license or registration requiring the record:

a. Records of the results of surveys to determine the dose from external sources of radiation used, in the absence of or in combination with individual monitoring data, in the assessment of individual dose equivalents; and

b. Records of the results of measurements and calculations used to determine individual intakes of radioactive material and used in the assessment of internal dose; and

c. Records showing the results of air sampling, surveys, and bioassays required pursuant to 40.50(1)“*c*”(1) and 40.50(1)“*c*”(2); and

d. Records of the results of measurements and calculations used to evaluate the release of radioactive effluents to the environment.

40.82(3) Upon termination of the license or registration, the licensee or registrant shall permanently store records required in 641—40.82(136C) or shall make provisions with the agency for transfer to the agency.

641—40.83(136C) Records of tests for leakage or contamination of sealed sources. Records of tests for leakage or contamination of sealed sources required by 40.32(136C) shall be kept in units of microcurie or becquerel and maintained for inspection by the agency for five years after the records are made.

641—40.84(136C) Records of prior occupational dose.

40.84(1) The licensee or registrant shall retain the records of prior occupational dose and exposure history as specified in 40.19(136C) until the agency terminates each pertinent license or registration requiring this record. The licensee or registrant shall retain records used in preparing the record required in 40.84(136C) for three years after the record is made.

40.84(2) Upon termination of the license or registration, the licensee or registrant shall permanently store records required in 40.84(136C) or shall make provisions with the agency for transfer to the agency.

641—40.85(136C) Records of planned special exposures.

40.85(1) For each use of the provisions of 40.20(136C) for planned special exposures, the licensee or registrant shall maintain records that describe:

- a.* The exceptional circumstances requiring the use of a planned special exposure; and
- b.* The name of the management official who authorized the planned special exposure and a copy of the signed authorization; and
- c.* What actions were necessary; and
- d.* Why the actions were necessary; and
- e.* What precautions were taken to assure that doses were maintained ALARA; and
- f.* What individual and collective doses were expected to result; and
- g.* The doses actually received in the planned special exposure.

40.85(2) The licensee or registrant shall retain the records until the agency terminates each pertinent license or registration requiring these records.

40.85(3) Upon termination of the license or registration, the licensee or registrant shall permanently store records required in 40.85(136C) or shall make provisions with the agency for transfer to the agency.

641—40.86(136C) Records of individual monitoring results.

40.86(1) Record-keeping requirement. Each licensee or registrant shall maintain records of doses received by all individuals for whom monitoring was required pursuant to 40.37(136C), and records of doses received during planned special exposures, accidents, and emergency conditions. Assessments of dose equivalent and records made using units in effect on or before January 1, 1994, need not be changed. These records shall include, when applicable:

- a. The deep dose equivalent to the whole body, eye dose equivalent, shallow dose equivalent to the skin, and shallow dose equivalent to the extremities; and
- b. The estimated intake of radionuclides, see 40.16(136C); and
- c. The committed effective dose equivalent assigned to the intake of radionuclides; and
- d. The specific information used to calculate the committed effective dose equivalent pursuant to 40.18(3); and
- e. The total effective dose equivalent when required by 40.16(136C); and
- f. The total of the deep dose equivalent and the committed dose to the organ receiving the highest total dose.

40.86(2) Record-keeping frequency. The licensee or registrant shall make entries of the records specified in 40.86(1) at intervals not to exceed one year.

40.86(3) Record-keeping format. The licensee or registrant shall maintain the records specified in 40.86(1) in clear and legible form.

40.86(4) Embryo/Fetus records. The licensee or registrant shall maintain the records of dose to an embryo/fetus with the records of dose to the declared pregnant woman. The declaration of pregnancy, including the estimated date of conception, shall also be kept on file, but may be maintained separately from the dose records.

40.86(5) Retention during license or registration. The licensee or registrant shall retain each required form or record until the agency terminates each pertinent license or registration requiring the record.

40.86(6) Retention after termination. Upon termination of the license or registration, the licensee or registrant shall permanently store records required in 40.86(136C) or shall make provision with the agency for transfer to the agency.

641—40.87(136C) Records of dose to individual members of the public.

40.87(1) Each licensee or registrant shall maintain records sufficient to demonstrate compliance with the dose limit for individual members of the public. See 40.26(136C).

40.87(2) The licensee or registrant shall retain the records required by this rule until the agency terminates each pertinent license or registration requiring the record.

641—40.88(136C) Records of waste disposal.

40.88(1) Each licensee shall maintain records of the disposal of licensed materials made pursuant to 40.71(136C), 40.72(136C), 40.73(136C), 40.74(136C), and disposal or burial in soil.

40.88(2) The licensee shall retain the records required by 40.88(1) until the agency terminates each pertinent license or registration requiring the record.

641—40.89(136C) Records of testing entry control devices for very high radiation areas.

40.89(1) Each licensee or registrant shall maintain records of tests made pursuant to 40.44(2)“j” on entry control devices for very high radiation areas. These records must include the date, time, and results of each such test of function.

40.89(2) The licensee or registrant shall retain the records required by 40.89(1) for three years after the record is made.

641—40.90(136C) Form of records.

40.90(1) Each record required by Chapter 40 shall be legible throughout the specified retention period. The record shall be the original or a reproduced copy or a microform provided that the copy or microform is authenticated by authorized personnel and that the microform is capable of producing a clear copy throughout the required retention period, or the record may also be stored in electronic media with the capability for producing legible, accurate, and complete records during the required retention period. Records, such as letters, drawings, and specifications, shall include all pertinent information, such as stamps, initials, and signatures. The licensee or registrant shall maintain adequate safeguards against tampering with and loss of records.

40.90(2) The licensee or registrant shall retain the records required by Chapter 40 until the agency terminates each pertinent license or registration requiring the record.

641—40.91 to 40.94 Reserved.

REPORTS

641—40.95(136C) Reports of stolen, lost, or missing licensed or registered sources of radiation.

40.95(1) Telephone reports. Each licensee or registrant shall report to the agency by telephone as follows:

a. Immediately after its occurrence becomes known to the licensee, stolen, lost, or missing licensed radioactive material in an aggregate quantity equal to or greater than 1,000 times the quantity specified in Appendix C under such circumstances that it appears to the licensee that an exposure could result to individuals in unrestricted areas; or

b. Within 30 days after its occurrence becomes known to the licensee, lost, stolen, or missing licensed radioactive material in quantity greater than ten times the quantity specified in Appendix C that is still missing.

c. Immediately after its occurrence becomes known to the registrant, a stolen, lost, or missing radiation machine.

d. Rescinded IAB 3/30/05, effective 5/4/05.

40.95(2) Written reports. Each licensee or registrant required to make a report pursuant to 40.95(1) shall, within 30 days after making the telephone report, make a written report to the agency setting forth the following information:

a. A description of the licensed or registered source of radiation involved, including, for radioactive material, the kind, quantity, and chemical and physical form; and, for radiation machines, the manufacturer, model and serial number, type and maximum energy of radiation emitted; and

b. A description of the circumstances under which the loss or theft occurred; and

- c. A statement of disposition, or probable disposition, of the licensed or registered source of radiation involved; and
- d. Exposures of individuals to radiation, circumstances under which the exposures occurred, and the possible total effective dose equivalent to persons in unrestricted areas; and
- e. Actions that have been taken, or will be taken, to recover the source of radiation; and
- f. Procedures or measures that have been, or will be, adopted to ensure against a recurrence of the loss or theft of licensed or registered sources of radiation.

40.95(3) Subsequent to filing the written report, the licensee or registrant shall also report additional substantive information on the loss or theft within 30 days after the licensee or registrant learns of such information.

40.95(4) The licensee or registrant shall prepare any report filed with the agency pursuant to 40.95(136C) so that names of individuals who may have received exposure to radiation are stated in a separate and detachable portion of the report.

641—40.96(136C) Notification of incidents.

40.96(1) Immediate notification. Notwithstanding other requirements for notification, each licensee or registrant shall immediately report each event involving a source of radiation possessed by the licensee or registrant that may have caused or threatens to cause any of the following conditions:

- a. An individual to receive:
 - (1) A total effective dose equivalent of 25 rem (0.25 Sv) or more; or
 - (2) A lens dose equivalent of 75 rem (0.75 Sv) or more; or
 - (3) A shallow dose equivalent to the skin or extremities of 250 rad (2.5 Gy) or more; or
- b. The release of radioactive material, inside or outside of a restricted area, so that, had an individual been present for 24 hours, the individual could have received an intake five times the annual limit on intake. This provision does not apply to locations where personnel are not normally stationed during routine operations, such as hot-cells or process enclosures.

c. In addition to the requirements of paragraphs “a” and “b” above, each licensee shall notify the Iowa department of public health as soon as possible but not later than four hours after the discovery of an event that prevents immediate protective actions necessary to avoid exposures to radiation or radioactive materials that could exceed regulatory limits or releases of licensed material that could exceed regulatory limits (events may include fires, explosions, toxic gas releases, and other such events).

40.96(2) Twenty-four-hour notification. Each licensee or registrant shall, within 24 hours of discovery of the event, report to the agency each event involving loss of control of a licensed or registered source of radiation possessed by the licensee or registrant that may have caused, or threatens to cause, any of the following conditions:

- a. An individual to receive, in a period of 24 hours:
 - (1) A total effective dose equivalent exceeding 5 rem (0.05 Sv); or
 - (2) A lens dose equivalent exceeding 15 rem (0.15 Sv); or
 - (3) A shallow dose equivalent to the skin or extremities exceeding 50 rem (0.5 Sv); or

b. The release of radioactive material, inside or outside of a restricted area, so that, had an individual been present for 24 hours, the individual could have received an intake in excess of one occupational ALI. This provision does not apply to locations where personnel are not normally stationed during routine operations, such as hot-cells or process enclosures.

c. In addition to the requirements of paragraphs “*a*” and “*b*” above, each licensee shall notify the Iowa department of public health within 24 hours after the discovery of any of the following events involving licensed material:

(1) An unplanned contamination event that:

1. Requires access to the contaminated area, by workers or the public, to be restricted for more than 24 hours by imposing additional radiological controls or by prohibiting entry into the area;

2. Involves a quantity of material greater than five times the lowest annual limit on intake specified in Appendix B for the material; and

3. Has access to the area restricted for a reason other than to allow isotopes with a half-life of less than 24 hours to decay prior to decontamination.

(2) An event in which equipment is disabled or fails to function as designed when:

1. The equipment is required by regulation or license condition to prevent releases exceeding regulatory limits, to prevent exposures to radiation and radioactive materials exceeding regulatory limits, or to mitigate the consequences of an accident;

2. The equipment is required to be available and operable when it is disabled or fails to function; and

3. No redundant equipment is available and operable to perform the required safety function.

(3) An event that requires unplanned medical treatment at a medical facility of an individual with spreadable radioactive contamination on the individual’s clothing or body.

(4) An unplanned fire or explosion damaging any licensed material or any device, container, or equipment containing licensed material when:

1. The quantity of material involved is greater than five times the lowest annual limit on intake specified in Appendix B for the material; and

2. The damage affects the integrity of the licensed material or its container.

40.96(3) The licensee or registrant shall prepare each report filed with the agency pursuant to 40.96(136C) so that names of individuals who have received exposure to sources of radiation are stated in a separate and detachable portion of the report.

40.96(4) Licensees or registrants shall make the reports required by 40.96(1) and 40.96(2) to the agency by telephone, telegram, mailgram, or facsimile.

a. Licensees or registrants making initial reports to the Iowa department of public health shall to the extent that the information is available at the time of notification include:

(1) The caller’s name and call-back telephone number;

(2) A description of the event, including date and time;

(3) The exact location of the event;

(4) The isotopes, quantities, and chemical and physical form of the licensed material involved; and

(5) Any personnel radiation exposure data available.

b. Each licensee or registrant who makes a report required by 40.96(1) or 40.96(2) shall submit a written follow-up report within 30 days of the initial report. Written reports prepared pursuant to other rules may be submitted to fulfill this requirement if the reports contain all of the necessary information. These written reports must be sent to the Iowa Department of Public Health, Bureau of Radiological Health, Lucas State Office Building, Des Moines, Iowa 50319. The reports must include the following:

- (1) A description of the event, including the probable cause and the manufacturer and model number (if applicable) of any equipment that failed or malfunctioned;
- (2) The exact location of the event;
- (3) The isotopes, quantities, and chemical and physical form of the licensed material involved;
- (4) Date and time of the event;
- (5) Corrective actions taken or planned and the results of any evaluations or assessments; and
- (6) The extent of exposure of individuals to radiation or to radioactive materials without identification of individuals by name.

40.96(5) The provisions of 641—40.96(136C) do not apply to doses that result from planned special exposures, provided such doses are within the limits for planned special exposures and are reported pursuant to 641—40.98(136C).

641—40.97(136C) Reports of exposures, radiation levels, and concentrations of radioactive material exceeding the constraints or limits.

40.97(1) Reportable events. In addition to the notification required by 40.96(136C), each licensee or registrant shall submit a written report within 30 days after learning of any of the following occurrences:

- a.* Incidents for which notification is required by 40.96(136C); or
- b.* Doses in excess of any of the following:
 - (1) The occupational dose limits for adults in 40.15(136C); or
 - (2) The occupational dose limits for a minor in 40.21(136C); or
 - (3) The limits for an individual member of the public in 40.26(136C); or
 - (4) Any applicable limit in the license or registration; or
 - (5) The ALARA constraints for air emissions established under 641—40.10(136C); or
 - (6) The limits for an embryo/fetus of a declared pregnant woman in 40.22(136C).
- c.* Levels of radiation or concentrations of radioactive material in:
 - (1) A restricted area in excess of applicable limits in the license or registration; or
 - (2) An unrestricted area in excess of ten times the applicable limit set forth in this chapter or in the license or registration, whether or not involving exposure of any individual in excess of the limits in 40.26(136C); or
- d.* For licensees subject to the provisions of U.S. Environmental Protection Agency's generally applicable environmental radiation standards in 40 CFR 190, levels of radiation or releases of radioactive material in excess of those standards, or of license conditions related to those standards.

40.97(2) Contents of reports.

a. Each report required by 40.97(1) shall describe the extent of exposure of individuals to radiation and radioactive material, including, as appropriate:

- (1) Estimates of each individual's dose; and
- (2) The levels of radiation and concentrations of radioactive material involved; and
- (3) The cause of the elevated exposures, dose rates, or concentrations; and

(4) Corrective steps taken or planned to ensure against a recurrence, including the schedule for achieving conformance with applicable limits, ALARA constraints, generally applicable environmental standards, and associated license conditions. Each report filed pursuant to this paragraph must include the name, social security number, and date of birth for each occupationally overexposed individual. The report must be prepared so that this information is stated in a separate and detachable part of the report.

b. Each report filed pursuant to 40.97(1) shall include for each individual exposed: the name, social security account number, and date of birth. With respect to the limit for the embryo/fetus in 40.22(136C), the identifiers should be those of the declared pregnant woman. The report shall be prepared so that this information is stated in a separate and detachable portion of the report.

40.97(3) All licensees or registrants who make reports pursuant to 40.97(1) to the agency shall also provide a copy of the report to the individual. Transmittal shall be at the same time as the transmittal to the agency.

641—40.98(136C) Reports of planned special exposures. The licensee or registrant shall submit a written report to the agency within 30 days following any planned special exposure conducted in accordance with 40.20(136C) informing the agency that a planned special exposure was conducted and indicating the date the planned special exposure occurred and the information required by 40.85(136C).

641—40.99(136C) Reports of transactions involving nationally tracked sources. Each licensee who manufactures, transfers, receives, disassembles, or disposes of a nationally tracked source shall complete and submit a National Source Tracking Transaction Report as specified in subrules 40.99(1) to 40.99(5) for each type of transaction.

40.99(1) Each licensee that manufactures a nationally tracked source shall complete and submit a National Source Tracking Transaction Report. The report must include the following information:

- a.* The name, address, and license number of the reporting licensee;
- b.* The name of the individual preparing the report;
- c.* The manufacturer, model, and serial number of the source;
- d.* The radioactive material in the source;
- e.* The initial source strength in becquerels (curies) at the time of manufacture; and
- f.* The manufacture date of the source.

40.99(2) Each licensee that transfers a nationally tracked source to another person shall complete and submit a National Source Tracking Transaction Report. The report must include the following information:

- a.* The name, address, and license number of the reporting licensee;
- b.* The name of the individual preparing the report;
- c.* The name and license number of the recipient facility and the shipping address;
- d.* The manufacturer, model, and serial number of the source or, if not available, other information to uniquely identify the source;
- e.* The radioactive material in the source;
- f.* The initial or current source strength in becquerels (curies);
- g.* The date for which the source strength is reported;
- h.* The shipping date;
- i.* The estimated arrival date; and
- j.* For nationally tracked sources transferred as waste under a Uniform Low-Level Radioactive Waste Manifest, the waste manifest number and the container identification with the nationally tracked source.

40.99(3) Each licensee that receives a nationally tracked source shall complete and submit a National Source Tracking Transaction Report. The report must include the following information:

- a.* The name, address, and license number of the reporting licensee;
- b.* The name of the individual preparing the report;
- c.* The name, address, and license number of the person that provided the source;
- d.* The manufacturer, model, and serial number of the source or, if not available, other information to uniquely identify the source;
- e.* The radioactive material in the source;
- f.* The initial or current source strength in becquerels (curies);
- g.* The date for which the source strength is reported;
- h.* The date of receipt; and
- i.* For material received under a Uniform Low-Level Radioactive Waste Manifest, the waste manifest number and the container identification with the nationally tracked source.

40.99(4) Each licensee that disassembles a nationally tracked source shall complete and submit a National Source Tracking Transaction Report. The report must include the following information:

- a.* The name, address, and license number of the reporting licensee;
- b.* The name of the individual preparing the report;
- c.* The manufacturer, model, and serial number of the source or, if not available, other information to uniquely identify the source;
- d.* The radioactive material in the source;
- e.* The initial or current source strength in becquerels (curies);
- f.* The date for which the source strength is reported; and
- g.* The disassemble date of the source.

40.99(5) Each licensee that disposes of a nationally tracked source shall complete and submit a National Source Tracking Transaction Report. The report must include the following information:

- a.* The name, address, and license number of the reporting licensee;
- b.* The name of the individual preparing the report;
- c.* The waste manifest number;
- d.* The container identification with the nationally tracked source;
- e.* The date of disposal; and
- f.* The method of disposal.

40.99(6) Reports discussed in subrules 40.99(1) to 40.99(5) must be submitted by the close of the next business day after the transaction. A single report may be submitted for multiple sources and transactions. The reports must be submitted to the National Source Tracking System by using:

- a.* The on-line National Source Tracking System;
- b.* Electronically using a computer-readable format;
- c.* By facsimile;
- d.* By mail to the address on the National Source Tracking Transaction Report Form (NRC Form 748); or
- e.* By telephone with follow-up by facsimile or mail.

40.99(7) Each licensee shall correct any error in previously filed reports or file a new report for any missed transaction within five business days of the discovery of the error or missed transaction. Such errors may be detected by a variety of methods such as administrative reviews or by physical inventories required by regulation. In addition, each licensee shall reconcile the inventory of nationally tracked sources possessed by the licensee against that licensee's data in the National Source Tracking System. The reconciliation must be conducted during the month of January in each year. The reconciliation process must include resolving any discrepancies between the National Source Tracking System and the actual inventory by filing the reports identified by subrules 40.99(1) to 40.99(5). By January 31 of each year, each licensee must submit to the National Source Tracking System confirmation that the data in the National Source Tracking System is correct.

40.99(8) Each licensee that possesses Category 1 nationally tracked sources shall report its initial inventory of Category 1 nationally tracked sources to the National Source Tracking System by November 15, 2007. Each licensee that possesses Category 2 nationally tracked sources shall report its initial inventory of Category 2 nationally tracked sources to the National Source Tracking System by November 30, 2007. The information may be submitted by using any of the methods identified in subrule 40.99(6). The initial inventory report must include the following information:

- a. The name, address, and license number of the reporting licensee;
- b. The name of the individual preparing the report;
- c. The manufacturer, model, and serial number of each nationally tracked source or, if not available, other information to uniquely identify the source;
- d. The radioactive material in the sealed source;
- e. The initial or current source strength in becquerels (curies); and
- f. The date for which the source strength is reported.

641—40.100(136C) Reports of individual monitoring.

40.100(1) This section applies to each person licensed or registered by the agency to:

- a. Possess or use sources of radiation for purposes of industrial radiography pursuant to 641—39.4(136C) and 641—Chapter 45; or
- b. Receive radioactive waste from other persons for disposal pursuant to 10 CFR Part 61 of federal regulations or appropriate other Agreement State regulations; or
- c. Possess or use at any time, for processing or manufacturing for distribution pursuant to 641—39.4(136C) or 641—41.2(136C), radioactive material in quantities exceeding any one of the following quantities:

Radionuclide	Activity ^a	
	Ci	GBq
Cesium-137	1	37
Cobalt-60	1	37
Gold-198	100	3,700
Iodine-131	1	37
Iridium-192	10	370
Krypton-85	1,000	37,000
Promethium-147	10	370
Technetium-99m	1,000	37,000

^a The agency may require as a license condition, or by rule, regulation, or order pursuant to 40.105(136C), reports from licensees or registrants who are licensed or registered to use radionuclides not on this list, in quantities sufficient to cause comparable radiation levels.

40.100(2) Each licensee or registrant in a category listed in 40.100(1) shall submit an annual report of the results of individual monitoring carried out by the licensee or registrant for each individual for whom monitoring was required by 40.36(136C) during that year. The licensee or registrant may include additional data for individuals for whom monitoring was provided but not required.

40.100(3) The licensee or registrant shall file the report required by 40.100(2), covering the preceding year, on or before April 30 of each year. The licensee or registrant shall submit the report to the agency.

641—40.101(136C) Notifications and reports to individuals.

40.101(1) Requirements for notification and reports to individuals of exposure to radiation or radioactive material are specified in 641—40.112(136C).

40.101(2) When a licensee or registrant is required pursuant to 40.97(136C), 40.98(136C), or 40.100(136C) to report to the agency any exposure of an identified occupationally exposed individual, or an identified member of the public, to radiation or radioactive material, the licensee or registrant shall also provide a copy of the report submitted to this agency to the individual. Such notice shall be transmitted at a time not later than the transmittal to the agency, and shall comply with the provisions of 40.112(1).

641—40.102(136C) Reports of leaking or contaminated sealed sources. The licensee shall file a report within five days with the agency if the test for leakage or contamination required pursuant to 40.32(136C) indicates a sealed source is leaking or contaminated. The report shall include the equipment involved, the test results and the corrective action taken.

641—40.103 and 40.104 Reserved.

ADDITIONAL REQUIREMENTS

641—40.105(136C) Vacating premises. Each specific licensee shall, no less than 30 days before vacating or relinquishing possession or control of premises which may have been contaminated with radioactive material as a result of their activities, notify the agency in writing of intent to vacate. When deemed necessary by the agency, the licensee shall decontaminate the premises in such a manner as the agency may specify.

641—40.106 to 40.109 Reserved.

NOTICES, INSTRUCTIONS, AND REPORTS TO WORKERS; INSPECTIONS

641—40.110(136C) Posting of notices to workers.

40.110(1) Each licensee or registrant, except those registrants with diagnostic X-ray systems, shall post current copies of the following documents:

- a.* This subrule and 641—Chapter 40;
- b.* The license, certificate of registration, conditions or documents incorporated into the license by reference and amendments thereto;
- c.* The operating procedures applicable to activities under the license or registration; and
- d.* Any notice of violation involving radiological working conditions, proposed imposition of civil penalty, or order issued pursuant to 641—Chapter 38, and any response from the licensee or registrant.

40.110(2) If posting of a document specified in 40.110(1) “*a*,” 40.110(1) “*b*” and 40.110(1) “*c*” is not practical, the licensee or registrant may post a notice which describes the document and states where it may be examined.

40.110(3) Agency Form “Notice to Employees” shall be posted by each licensee or registrant.

40.110(4) Agency documents posted pursuant to 40.110(1) “*d*” shall be posted within two working days after receipt of the documents from the agency; the licensee’s or registrant’s response, if any, shall be posted within two working days after dispatch from the licensee or registrant. Such documents shall remain posted for a minimum of five working days or until action correcting the violation has been completed, whichever is later.

40.110(5) Documents, notices, or forms posted pursuant to 40.110(1) shall appear in a sufficient number of places to permit individuals engaged in work under the license or registration to observe them on the way to or from any particular work location to which the document applies, shall be conspicuous, and shall be replaced if defaced or altered.

641—40.111(136C) Instructions to workers.

40.111(1) All individuals who in the course of employment are likely to receive in a year an occupational dose in excess of 100 mrem (1 mSv):

- a.* Shall be kept informed of the storage, transfer, or use of sources of radiation;
- b.* Shall be instructed in the health protection problems associated with exposure to radiation or radioactive material to the individual and potential offspring, in precautions or procedures to minimize exposure, and in the purposes and functions of protective devices employed;
- c.* Shall be instructed in, and required to observe, to the extent within the worker's control, the applicable provisions of these rules and licenses for the protection of personnel from exposures to radiation or radioactive material occurring in such areas;
- d.* Shall be instructed of their responsibility to report promptly to the licensee or registrant any condition which may constitute, lead to, or cause a violation of the Act, these rules, and licenses or unnecessary exposure to radiation or radioactive material;
- e.* Shall be instructed in the appropriate response to warnings made in the event of any unusual occurrence or malfunction that may involve exposure to radiation or radioactive material; and
- f.* Shall be advised as to the radiation exposure reports which workers shall be furnished pursuant to 641—40.112(136C).
- g.* The instruction in “*b*” through “*f*” above shall be conducted at least annually.
- h.* Shall be commensurate with potential radiological health protection problems present in the workplace.

40.111(2) In determining those individuals subject to the requirements of 40.111(1), consideration must be given to assigning activities during normal and abnormal situations involving exposure to sources of radiation which can reasonably be expected to occur during the life of the facility. The extent of these instructions must be commensurate with potential radiological health protection problems present in the workplace.

641—40.112(136C) Notifications and reports to individuals.

40.112(1) Radiation exposure data for an individual and the results of any measurements, analyses, and calculations of radioactive material deposited or retained in the body of an individual shall be reported to the individual as specified in subrule 40.112(2). The information reported shall include data and results obtained pursuant to these rules, orders, or license conditions, as shown in records maintained by the licensee or registrant pursuant to 40.86(136C). Each notification and report shall:

- a.* Be in writing;
- b.* Include appropriate identifying data such as the name of the licensee or registrant, the name of the individual, and the individual's identification number, preferably social security number;
- c.* Include the individual's exposure information; and
- d.* Contain the following statement:

“This report is furnished to you under the provisions of 40.112(136C) of Iowa's Radiation Machine and Radioactive Materials rules. You should preserve this report for further reference.”

40.112(2) Each licensee or registrant shall advise each worker annually of the worker's dose as shown in records maintained by the licensee or registrant pursuant to 40.86(136C).

40.112(3) Each licensee or registrant shall furnish a report of the worker's exposure to sources of radiation at the request of a worker formerly engaged in activities controlled by the licensee or registrant. The report shall include the dose record for each year the worker was required to be monitored pursuant to 40.37(136C). Such report shall be furnished within 30 days from the date of the request, or within 30 days after the dose of the individual has been determined by the licensee or registrant, whichever is later. The report shall cover the period of time that the worker's activities involved exposure to sources of radiation and shall include the dates and locations of work under the license or registration in which the worker participated during this period.

40.112(4) When a licensee or registrant is required pursuant to 40.97(136C) to report to the Agency any exposure of an individual to sources of radiation, the licensee or the registrant shall also provide the individual a report on the exposure data included therein. Such reports shall be transmitted at a time not later than the transmittal to the Agency.

40.112(5) At the request of a worker who is terminating employment with the licensee or registrant in work involving exposure to radiation or radioactive material, during the current year, each licensee or registrant shall provide at termination to each such worker, or to the worker's designee, a written report regarding the radiation dose received by that worker from operations of the licensee or registrant during the current year or fraction thereof. If the most recent individual monitoring results are not available at that time, a written estimate of the dose shall be provided together with a clear indication that this is an estimate.

641—40.113(136C) Presence of representatives of licensees or registrants and workers during inspection.

40.113(1) Each licensee or registrant shall afford to the Agency at all reasonable times opportunity to inspect materials, machines, activities, facilities, premises, and records pursuant to these rules.

40.113(2) During an inspection, Agency inspectors may consult privately with workers as specified in 40.114(136C). The licensee or registrant may accompany Agency inspectors during other phases of an inspection.

40.113(3) If, at the time of inspection, an individual has been authorized by the workers to represent them during Agency inspections, the licensee or registrant shall notify the inspectors of such authorization and shall give the workers' representative an opportunity to accompany the inspectors during the inspection of physical working conditions.

40.113(4) Each worker's representative shall be routinely engaged in work under control of the licensee or registrant and shall have received instructions as specified in 40.111(136C).

40.113(5) Different representatives of licensees or registrants and workers may accompany the inspectors during different phases of an inspection if there is no resulting interference with the conduct of the inspection. However, only one worker's representative at a time may accompany the inspectors.

40.113(6) With the approval of the licensee or registrant and the workers' representative, an individual who is not routinely engaged in work under control of the licensee or registrant, for example, a consultant to the licensee or registrant or to the workers' representative, shall be afforded the opportunity to accompany Agency inspectors during the inspection of physical working conditions.

40.113(7) Notwithstanding the other provisions of 40.113(136C), Agency inspectors are authorized to refuse to permit accompaniment by any individual who deliberately interferes with a fair and orderly inspection. With regard to areas containing information classified by an agency of the U.S. Government in the interest of national security, an individual who accompanies an inspector may have access to such information only if authorized to do so. With regard to any area containing proprietary information, the workers' representative for that area shall be an individual previously authorized by the licensee or registrant to enter that area.

641—40.114(136C) Consultation with workers during inspections.

40.114(1) Agency inspectors may consult privately with workers concerning matters of occupational radiation protection and other matters related to applicable provisions of these rules and licenses to the extent the inspectors deem necessary for the conduct of an effective and thorough inspection.

40.114(2) During the course of an inspection, any worker may bring privately to the attention of the inspectors, either orally or in writing, any past or present condition which the worker has reason to believe may have contributed to or caused any violation of the Act, these rules, or license condition, or any unnecessary exposure of an individual to sources of radiation under the licensee's or registrant's control. Any such notice in writing shall comply with the requirements of 40.115(1).

40.114(3) The provisions of 40.114(2) shall not be interpreted as authorization to disregard instructions pursuant to 40.111(136C).

641—40.115(136C) Requests by workers for inspections.

40.115(1) Any worker or representative of workers believing that a violation of the Act, these rules, or license conditions exists or has occurred in work under a license or registration with regard to radiological working conditions in which the worker is engaged may request an inspection by giving notice of the alleged violation to the Bureau of Radiological Health, Iowa Department of Public Health, Lucas State Office Building, Des Moines, Iowa 50319-0075. Any such notice shall be in writing, shall set forth the specific grounds for the notice, and shall be signed by the worker or representative of the workers. A copy shall be provided to the licensee or registrant by the Bureau of Radiological Health, no later than at the time of inspection except that, upon the request of the worker giving such notice, such worker's name and the name of individuals referred to therein shall not appear in such copy or on any record published, released, or made available by the Agency, except for good cause shown.

40.115(2) If, upon receipt of such notice, the Bureau of Radiological Health determines that the complaint meets the requirements set forth in 40.116(1), and that there are reasonable grounds to believe that the alleged violation exists or has occurred, an inspection shall be made as soon as practicable to determine if such alleged violation exists or has occurred. Inspections pursuant to 40.116(136C) need not be limited to matters referred to in the complaint.

40.115(3) No licensee, registrant, or contractor or subcontractor of a licensee or registrant shall discharge or in any manner discriminate against any worker because such worker has filed any complaint or instituted or caused to be instituted any proceeding under these rules or has testified or is about to testify in any such proceeding or because of the exercise by such worker on behalf of such worker or others of any option afforded by this chapter.

641—40.116(136C) Inspections not warranted—informal review.

40.116(1) a. If the Bureau of Radiological Health determines, with respect to a complaint under this rule, that an inspection is not warranted because there are no reasonable grounds to believe that a violation exists or has occurred, the Bureau of Radiological Health shall notify the complainant in writing of such determination. The complainant may obtain review of such determination by submitting a written statement of position with the Attorney General's Office. Such Agency will provide the licensee or registrant with a copy of such statement by certified mail, excluding, at the request of the complainant, the name of the complainant. The licensee or registrant may submit an opposing written statement of position with the Attorney General's Office. Such Agency will provide the complainant with a copy of such statement by certified mail.

b. Upon the request of the complainant, the Attorney General's Office may hold an informal conference in which the complainant and the licensee or registrant may orally present their views. An informal conference may also be held at the request of the licensee or registrant, but disclosure of the identity of the complainant will be made only following receipt of written authorization from the complainant. After considering all written and oral views presented, the Attorney General's Office shall affirm, modify, or reverse the determination of the Radiation Control Program and furnish the complainant and the licensee or registrant a written notification of the decision and the reason therefor.

40.116(2) If the Bureau of Radiological Health determines that an inspection is not warranted because the requirements of 40.116(1) have not been met, the complainant shall be notified in writing of such determination. Such determination shall be without prejudice to the filing of a new complaint meeting the requirements of 40.116(1).