

SYNOPSIS OF TASKS TO BE PERFORMED BY OR UNDER THE SUPERVISION OF THE RSO

1. Implement the radiation safety program.
2. Ensure only licensed materials or x-ray machines are on site and used as stated on the license or registration.
3. Ensure only trained personnel use the devices.
4. Ensure trained personnel receive fresher training on a frequency established by the RSO or before performing work, whichever is earlier.
5. Ensure personnel monitoring program as approved by the regulatory agency is followed.
6. Ensure security of devices and prevention of unauthorized removal or handling.
7. Provide timely notification to appropriate agencies in the event of emergency, accident, damage to equipment or theft.
8. Ensure annual audits are performed.
9. Ensure any accidental or excessive exposures or unusual occurrences are investigated and reported.
10. Ensure x-ray sources are maintained and tested timely.
11. Ensure the registration is amended, as necessary, to maintain the authorized activities at an optimum.
12. Ensure postings are maintained and appropriate.
13. Ensure documents are maintained and available for inspection.
14. Drive the ALARA concept within the facility to personnel.

15. Obtain a survey meter appropriate for the operations and that the meter is calibration annually by and authorized vendor. Perform operational checks on the meter prior to use.
16. Be responsible for the receipt of any incoming packages of x-ray equipment materials.
17. Annually perform checks as required by the registration.
18. Ensure that the care and cleaning of the device is in accordance with the manufacturer's instructions.
19. Other duties as required to enhance the ALARA status of the site.

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