

Procedures for treatment of radioisotopes (RI)

April 11, 2024

Action	Procedure	Related Paper	Method	Stamp required for submission
1. Receive	(1) Permission to receive RI	RI Form No.1	The applicant submits RI Form No.1 to Radiation Reception.	Applicant, Directors, and Radiation protection supervisor at the shipping facility
	(2) Receiving RI		Radiation Reception receives RI.	
	(3) Certification of RI receipt	RI Form No.3	The applicant submits RI Form No.3 to Radiation Reception.	
	(4) Recording	Management Record Books for sealed/unsealed radioisotopes	Radiation Reception records the Management Record Books for radioisotopes.	
2. Send	(1) Permission to send RI	RI Form No.2	The applicant submits RI Form No.2 to Radiation Reception.	Applicant, Directors, and Radiation protection supervisor at the receiving facility
	(2) Sending RI		The applicant sends RI.	
	(3) Certification of RI send	RI Form No.4	The applicant submits RI Form No.4 to Radiation Reception.	
	(4) Recording	Management Record Books for sealed/unsealed radioisotopes	Radiation Reception records the Management Record Books for radioisotopes.	
3. Use (Sealed RI)	(1) Permission to use RI	RI Form No.5	The applicant submits RI Form No.5 to Radiation Reception.	Applicant
	(2) RI use		After the applicant receives RI from Radiation Reception, the applicant uses the RI.	
	(3) Submission of RI use records	RI Form No.6	The applicant submits RI Form No.6 to Radiation Reception.	
	(4) Recording	Management Record Book for sealed radioisotopes	Radiation Reception records the Management Record Book for sealed radioisotopes.	
4. Use (Unsealed RI)	(1) Permission to use RI	RI Form No.7	The applicant submits RI Form No.7 to Radiation Reception.	Applicant
	(2) RI use		After the applicant receives RI from Radiation Reception, the applicant uses the RI.	
	(3) Submission of RI use records	RI Form No.8	The applicant submits RI Form No.8 to Radiation Reception.	
	(4) For RI waste disposal	RI Form No.9	The applicant submits RI Form No.9 to Radiation Reception.	
	(5) Recording	Management Record Book for unsealed radioisotopes	Radiation Reception records the Management Record Book for unsealed radioisotopes.	