

Working with Ionising Radiation, Ionising Radiations Regulations 1999

Personnel Registration - General Information

Guidance for completing this form.

Once completed, this form must be sent to the Radiation Protection Officer (RPO).

Please allow 2 weeks for this registration to be processed.

Only complete and send in this form if:

- i) You have attended or are booked to attend the Principles of Radiation Protection course (Users of unsealed sources only).
- ii) All the Work Registration details for your work with ionising radiations are available. You must be able to provide details of the isotopes and/or equipment to be used and the Work Registration Number(s).
- iii) You can provide details concerning the Local Induction Training you have had or you will receive.

THIS FORM WILL BE RETURNED TO YOU AND NOT PROCESSED IF YOU DO NOT COMPLETE ALL OF THE SECTIONS BELOW. THIS WILL RESULT IN YOU NOT BEING REGISTERED AS A RADIATION WORKER AND MAY CAUSE DELAYS TO YOUR WORK

FEMALE WORKERS : IF YOU ARE, OR THINK YOU MIGHT BE PREGNANT, IT IS IN YOUR BEST INTEREST TO CONTACT EITHER YOUR LINE MANAGER OR THE RPA/RPO TO DISCUSS YOUR WORK BEFORE YOU BEGIN.

Surname:		First Name:	
Title:		Gender:	
Date of Birth:		College ID N°:	
Telephone N°:		E-mail:	

Campus:		Faculty:	
Division:		Department:	
Building:		Location:	

Supervisor:		RPS:	Marc Morgan
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Isotope/equipment to be used:	Start date	End date	Work Registration Number.
X-rays (home source)			RADWR-073266
X-rays at DLS			RADWR-073306
X-rays with MPL (DLS)			RADWR-073307

Radiation Protection Staff		Tel	Mobile	e-mail
Brian Robertson	RPM / RPA	020 7594 9403	07764 959 682	b.j.robertson@imperial.ac.uk
Ross Morgan	RPO	020 7594 9425	07725 159 734	r.morgan@imperial.ac.uk
Jon Fear	RPO	020 759 43045	07711 684 746	j.fear@imperial.ac.uk

Experience & Training

Have you previous experience of working with ionising radiations either at Imperial College London or with another employer? <i>If yes, please give details including contact name and address to enable previous dose information to be obtained? :</i>	Y/N

Provide details of the <u>local</u> Induction training for work with ionising radiations. <i>This <u>must</u> include the date of the training, the name of the trainer and their position (these are the details of the training provided LOCALLY by the RPS/Dept, <u>NOT</u> the Principles Training provided by the RPO. See http://www3.imperial.ac.uk/safety/formsandchecklists):</i>
Date:
Name of Trainer: Marc Morgan
Position: X-ray Facility Manager

Have you attended any formal radiation training courses (e.g. the College Principles of Radiation Protection course)? <i>If yes, complete information below. Please note that you <u>must</u> attend the 'Principles of Radiation Protection' course run at Imperial College.</i>

Date:	Location:	Certificate attached?

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Declaration

	Please Initial
I have read, understand and agree to abide by the ' <i>Local Rules</i> ' which apply in the areas where I will be working.	
I undertake to inform the RPA or RPO of any changes in my work.	
I undertake to inform the RPA or RPO of any changes in my circumstances (e.g. cessation of work with ionising radiations or change of Research Group, Dept or Faculty).	
I undertake to inform the RPA or RPO of any other changes in the information given on this form.	
I will not undertake any work detailed on Work Registrations not listed above unless it has been agreed by the RPA or RPO.	
I have read, understand and agree to abide by the ' <i>RSA93</i> ' Management Document (not applicable to users of x-rays only).	
I have read, understand and agree to abide by the ' <i>IRR99</i> ' Compliance Statement.	
Female workers only: I understand that it is in the best interest of female workers who are or might be pregnant to contact either their line manager or the RPA/RPO to discuss their work before it begins.	

All the information given on this form is correct:

Signed (user): _____ Print name(user): _____

Signed (Supervisor): _____ Print name(Supervisor): _____

Date: _____

**IF ANY OF THE DETAILS ABOVE CHANGE IN ANY WAY
THE RPS AND RPO or RPA MUST BE INFORMED**

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