

## DEPARTMENT OF CHEMISTRY

### **Compliance with University Safety Guidelines on Registration of Users and Purchasing & Disposal of Radiation Substances and Irradiating Apparatus**

Hong Kong SAR legislation requires that the use of radioactive substances and irradiating apparatus be regulated by the Radiation Board of Hong Kong SAR. The user of a radioactive substance or an irradiating apparatus is required to apply for and hold formal licenses issued by the Radiation Board for the import, installation, storage and/or use of radioactive substances and irradiating apparatus. Moreover, according to the City University of Hong Kong Radiation Safety Guidelines, the following procedures have to be taken before approval:

#### 1. REGISTRATION OF USERS

A staff member or student is authorized to handle radioactive substances or irradiating apparatus provided she or he:

- a) has registered with the Departmental Radiation Protection Officer (DRPO) and University Radiation Protection Officer (URPO);
- b) has attended radiation safety training courses where necessary;
- c) has signed a statement agreeing to comply with the provisions of the City University of Hong Kong Radiation Safety Guidelines. <http://www.ap.cityu.edu.hk/radiation/radiation-safety.pdf>

#### 2. PURCHASING OF RADIOACTIVE SUBSTANCES OR IRRADIATING APPARATUS

A copy of the purchase requisition for any radioactive substances or irradiating apparatus must be sent to the DRPO and URPO for prior approval via the radiation technical staff of BCH BEFORE the purchase request is sent to the Finance Office for processing for procurement. The submitted requisition should have the following information: user's name and phone number, proposed storage location of the radioactive substances or irradiating apparatus, and proposals for waste disposal arrangements.

#### 3. DISPOSAL OF RADIOACTIVE SUBSTANCES OR IRRADIATING APPARATUS

No radioactive substances or irradiating apparatus are to leave the campus without prior authorization from the DRPO, URPO and the Radiation Board. All radioactive waste must be disposed of according to the Radiation Safety Guidelines of City University of Hong Kong and the Radiation Board of Hong Kong SAR.

Please contact the following persons for query:

University Radiation Protection Officer (URPO)	Prof. Peter K. N. Yu	3442-7812	<a href="mailto:peter.yu@cityu.edu.hk">peter.yu@cityu.edu.hk</a>
Deputy University Radiation Protection Officer (DURPO)	Dr. Terrence C K Lau	3442-9327	<a href="mailto:chiklau@cityu.edu.hk">chiklau@cityu.edu.hk</a>
Department Radiation Protection Officer of CHEM (DRPO)	Dr. Richard Y. C. Kong	3442-7794	<a href="mailto:bhrkong@cityu.edu.hk">bhrkong@cityu.edu.hk</a>
Senior Technical Officer	Mr. Benz C. P. Chan	3442 4065	<a href="mailto:bhbccp@cityu.edu.hk">bhbccp@cityu.edu.hk</a>

More detailed Information can be obtained from the University Radiation Safety Document in FMO webpage or refer to the following link:

<http://www.cityu.edu.hk/fmo/studentlan/default.aspx?PageID=shi>