

## Environment, Health & Safety

### Checklist for Moving Radioisotope Laboratories

In order comply with applicable regulations, EH&S Radiation Safety will assist you in the move from your old laboratory to your new space. Please review the checklist below to prepare yourself for the move.

1. Radioactive Materials Inventory: ***Plan on stopping radioisotope work 1 week prior to your move. This will give you time to perform all necessary survey and inventory procedures.***
  - \_\_\_ a) Go through your inventory and see what can be disposed of (check for items which might have significant chemical degradation).
  - \_\_\_ b) Isotopes that are saved must have inventory disposal sheets, and be checked for contamination. All stock vials must have their inventory/disposal sheets before being moved. Box stock vials separately. Shipping containers must indicate isotope, activity on shipping container. If you need additional shipping containers, contact Radiation Safety.
  - \_\_\_ c) All radioactive samples in beakers, test tubes, culture dishes, etc. (liquid or solid) must be identified as to activity, isotope, and be checked for contamination. These must be properly packaged with isotope and activity listed on the shipping container. Notify Radiation Safety of any radioactive item that needs to be moved.

**NOTE:** Radiation Safety will deliver all radioactive materials to new locations. We can provide storage space to store stock vials until laboratory has moved to its new location.

2. Radioactive Labeled Equipment: (refrigerator/freezer, centrifuge, microfuge, pipettors, glassware, etc.).
  - \_\_\_ a) Perform a wipe survey inside and outside of all labeled equipment for contamination - before packaging for the move. ***Do not defrost any freezer that is contaminated with radioactive material - Call Radiation Safety for assistance*** Save all survey results in your yellow binder.
  - \_\_\_ b) If equipment cannot be decontaminated, notify Radiation Safety for assistance.
  - \_\_\_ c) Labeled equipment must be tagged with a Radiation Safety supplied notice to inform the mover that the equipment is not contaminated and is safe to move.
  - \_\_\_ d) Prepare your LSC Counter for shipping by contacting your service representative. Certain parts may need to be secured to prevent damage during the move.
  - \_\_\_ e) Final Lab Survey - After all items are packed, do a thorough lab survey, benches, hoods, floors, shelves, waste areas, equipment, etc. Decontaminate *before* movers arrive.

3. Radioactive Waste: *All waste containers will be transferred to your new lab by Radiation Safety.*

- a) Empty all scintillation vials.
- b) Any beakers, test tubes, microfuge tubes, etc. that may have radioactive waste should be disposed of in proper waste containers.
- c) Perform a wipe test all waste containers, decontaminate if necessary.

*Questions? Call EH&S Radiation Safety at 829-3281*