



Radiation: Using/Disposing Radioactive Materials

Radiation electronically manages your radioactive materials use. This means if you manage your inventory in the system, a paper usage log will not be necessary. Additionally, the system tracks all decay calculations for your radioactive materials in real time and validates against your lab's allotted limits, therefore manually tracking the calculations is also not necessary.

Please note that after the initial backfill of inventory is complete, all future materials requests will go through your normal campus procurement process. If you are ordering for your PI, please be sure to include the name of the PI when placing the order with purchasing. Upon delivery to your campus, EH&S will input your ordered radioactive materials in the system, which will make it automatically available for you to use in the system.

To Use Materials

To use materials:

- Select the RUA you wish to document material use on
- Select **Use/Dispose Radioactive Materials**
- Select the **edit icon** located to the left of the radionuclide you wish to use
- Select **Use in Process**
 - Enter Process Name
 - Enter Amount to Use
 - Select the Use Remaining Amount? checkbox if you would like to use/dispose of the entire radionuclide and activity
 - Select the appropriate Use From type (Volume or Amount mCi)
 - Select **Save**

Radioactive material(s) in use will appear under the **In Process** tab.

If you wish to create stock vials with an inventory item:

- Select from the edit icon drop-down list **Create New Stock Vial**
 - Enter in Chemical Form
 - Enter Amount to Use
 - Select the **Use Remaining Amount?** checkbox if you would like to use/dispose of the entire radionuclide
 - Select the appropriate **Use From** type (Volume or Amount)
 - Select **Save**

To Dispose of Materials and Request Pickup

Radiation is integrated with the WASTE application and allows you to request pickup of your radioactive materials directly from your inventory section.

Dispose in Local Waste Container

- Starting from the Inventory tab, find the material you wish to dispose of
- Select the edit icon and choose **Dispose**
- Select the Waste Container the material is in
- Enter the Amount to Dispose - select the **Use the Remaining Amount?** checkbox if you would like to use/dispose of the entire radionuclide activity
- Select the appropriate Use From type (Volume or Amount)
- Select **Save**



Requesting EH&S Pickup of Waste

When you are ready for your waste to be picked up, you can request EH&S pickup through the system and EH&S will be notified of your request.

Request EH&S Pickup (Create waste tag for container)

- Go to <http://ehs.ucop.edu/radiation>
- Select the RUA associated with the waste
- Select **Use/Dispose Radioactive Materials**
 - Select **Request EH&S Pickup**
 - Select Building & Room
 - Enter in Waste location in lab
 - Select Waste Type
 - Enter pH amount
 - Enter Volume (in liters)
 - Enter additional comments as needed
- Select **Request EH&S Pickup**
- An updated tag will print and your waste will now appear in the **Pending Pickup** tab
- Tape the printed waste tag onto the appropriate waste container
- When your waste is collected from the lab, the system will automatically clear it from your inventory