Memo

TO: All Authorized Users of Radioactive Materials and Radiation Machines

FROM: Dr. Len Porter, Director

DATE: April 19, 2002

SUBJECT: Memoranda of Non-compliance

In the course of routine performance of duties this office issues various memoranda of non-compliance to Authorized Users of Radioactive Materials and Radiation Machines. The standard practice has been to send an information copy of a given memorandum, upon issuance of a third such notice during a rolling twelve-month period, to the Chair of the Radiation Safety Committee. This practice will continue.

At the April 9, 2002 meeting of the Radiation Safety Committee it was decided that henceforth a courtesy information copy of each memorandum of non-compliance issued will be sent to the Chair or Director of the academic unit to which the memorandum recipient belongs.

THIS MEMORANDUM SHOULD BE FILED, FOLLOWING APPROPRIATE PROMULGATION OF ITS CONTENTS, AT THE END OF SECTION XVI OF YOUR COPY OF THE RADIATION PROTECTION PROGRAM MANUAL.