



**DEPARTMENT OF HEALTH**  
**DIRECTORATE: RADIATION CONTROL**



**GUIDELINES**

**RADIATION MONITORING REQUIREMENTS AND  
RADIATION OCCURENCES**

**1. MONITORING OF RADIATION WORKERS**

- (a) Every licence holder must ensure that the following three steps are taken in respect of any person who may, by virtue of his/her occupation, be exposed to more than three tenths of the occupational dose limit.
- Such a person must be registered as a radiation worker (see 1.1 below)
  - He/she must undergo the prescribed medical examination (see 1.2 below)
  - His/her exposure to x-rays must be monitored (see 1.3 below).
- (b) The three sets of records resulting from the above actions are best kept in a separate register. The record of each action mentioned above must be kept for at least **ten years** after the date of the action. These records must be available on site for inspection.

**1.1 Registration of radiation workers (Form RC008)**

- (a) A form RC008 (only parts A, C and D) must be completed in respect of each person to be registered as a radiation worker.
- (b) The completed form RC008 must be placed on the licence holder's register.

**1.2 Medical examinations of radiation workers**

- (a) Before a person is registered as a radiation worker he/she must undergo a medical examination.
- (b) The results must be kept in the licence holder's register.
- (c) In addition every radiation worker will be required to undergo a medical examination in the event of the following:
- Where a radiation occurrence has been confirmed or an incident resulting in an abnormal exposure is suspected
  - Where the appointed medical practitioner deems it necessary
  - Where such an examination is considered necessary either by the regulatory authority or the holder of the licence.
  - Where the radiation worker believes that his/her health has been, or will be adversely affected by the factors relating to his/her occupation.

Annual medical examinations are no longer required by the Department but it remains the prerogative of the licence holder should he/she deems it necessary.

### 1.3 Monitoring of radiation workers

- (a) **The licence holder must ensure that all the registered radiation workers are issued with personal radiation monitoring devices (PRMD).**
- (b) Application forms for PRMD's can be obtained directly from the following Radiation Protection Service Provider:

**Service Providers of Personal Radiation Monitoring Devices:**

SABS Holdings (Pty) Ltd  
 Radiation Protection Services  
 012 428-6493 (☎)  
 012 428-6685 (Fax)

[rps@sabs.co.za](mailto:rps@sabs.co.za)

- (c) Records of the radiation doses to which workers have been exposed will be furnished to the licence holder by the SABS on a monthly basis or after a radiation occurrence (see 2 below). The records must be kept for 10 years.

### 1.4 Termination of registration as radiation worker

- (a) When the registration of a radiation worker is terminated the licence holder must ensure that the form RC008 (only parts A, B & D) is completed in duplicate.
- (b) One copy of this form RC008 must be preserved in the licence holder's register and the other copy must be given to the worker in question (see 1.5(a))
- (c) Record keeping in respect of the worker in question will now cease, but the file must be preserved in the licence holder's register for a period of 10 years from the date of the last entry in the file.
- (d) Licence holders are no longer required to submit RC008 forms or inform the Department of Health of any change in the register as stipulated in Regulation III.4 b & c.

### 1.5 Re-registration of a person as radiation worker

- (a) The licence holder must obtain the form RC008, completed by the previous employer, from the radiation worker (see 1.4(b)) and place it in his register.
- (b) The procedures outlined in paragraphs 1.1, 1.2 and 1.3 must then be followed with respect to the registration of this person as a radiation worker.

## 2. RADIATION OCCURRENCES (FORM RC010)

- (a) Details of any radiation occurrence or suspected radiation occurrence must immediately be reported to the Director: Radiation Control on form RC010.
- (b) The workers concerned must immediately submit their personal dosimeters to SABS / NTP. The licence holder must liaise with Radiation Control on what action to be taken after such occurrence.

The attention of the reader is drawn to the fact that this guide is intended and was compiled merely to simplify and assist holders in the modus operandi with respect to the registration and monitoring of radiation workers.

The exact and binding legal requirements are contained in the Act, Regulations, Forms-Guideline- and Policy documents that can be obtained at the following website:  
<https://sites.google.com/site/radiationcontroldoh/>

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