1.0 Purpose

To define a group of workers designated as Nuclear Energy Workers (NEWs), who may be expected to possibly exceed the radiation dose that is acceptable to the general public. This RSP will set out the additional responsibilities for NEWs.

2.0 Policy

2.1 Individuals in the workplace, with the potential for receiving annual doses exceeding the limits set for the general public shall be designated as Nuclear Energy Workers (NEWs).

2.2 Persons designated as NEWs shall be provided with the following written information by the Radiation Safety Office.
   i. The risks related to radiation exposure to the worker and any embryo or fetus.
   ii. The applicable dose limits.
   iii. The worker’s anticipated and/or actual radiation dose levels.
   iv. For female workers, the pregnancy radiation dose limits and the workers obligations as regards pregnancy.

2.3 Employees designated at NEWs shall acknowledge their designation as NEW status and their receipt of the above information in writing. The acknowledgement shall also include a declaration of any previous position in which they wore radiation detecting devices and, when such were worn, the dose that was recorded during the current 1 and 5 year dosimetry period. Note: The 5 year dosimetry periods commenced January 1, 2001.

2.4 Individuals designated as NEWs shall provide their personal information as required by National Dose Registry to the Departmental Dosimetry Coordinator or the Radiation Safety Officer (RSO).

3.0 Definitions

**Nuclear Energy Worker (NEW)** A Nuclear Energy Worker means a person who is required in the course of their work at the University to perform duties in such circumstances that there is a reasonable probability that the person may receive a dose of radiation that is greater than the prescribed limit for the general public.

**Member of the Public** For the purposes of this procedure, a Member of the Public is defined as a person who is required in the course of their work at the University to perform duties in such circumstances that there does not exist a reasonable probability that the person may receive a dose of radiation that is greater than the prescribed limit for the general public.
4.0 Procedure

4.1 Any locations where accessible radiation fields are in excess of 25 microsirvets/hr at any time shall be posted as a Radiation Area and shall be accessible only to persons designated as Nuclear Energy Workers.

4.2 The Radiation Safety Coordinator shall determine which other workers will be designated as Nuclear Energy Workers, based on the anticipated job specific radiation exposures or past radiation dose history.

4.3.1 Every person upon accepting the designation as a NEW shall supply the RSO with the following personal information.
   i. Full name (All given names, surname and any previous surnames.)
   ii. Social Insurance Number
   iii. Gender
   iv. Date and place of birth (Province/ state and country)
   v. If previously in a position where radiation dose records were measured and recorded:
      Dose history for the current 1 and 5 year history periods.

This information is considered personal and private, and will be maintained in confidence by the RSO and the Radiation Safety Office and shall be used only in contact with an appropriate government department in the context of the radiation dose received by that individual.

4.3.2 The Radiation Safety Officer shall maintain a full list of the Nuclear Energy Workers related to all licenses held by the University of Manitoba

4.5 Reclassification of a worker Occasionally it may be necessary to re-classify a worker previously designated as “Member of Public” or “ancillary” worker as a “Nuclear Energy Worker”. This will occur when it appears likely the person’s annual radiation dose will approach or exceed 1mSv. A reclassification will not be done without a careful ALARA analysis of the work function by the Radiation Safety Office. Persons who are reclassified shall be so informed and shall have the right to refuse the reclassification and to be accommodated as appropriate. If they accept the designation they must acknowledge that acceptance as defined in policy 2.3

Acceptance of Nuclear Energy Worker Status Form

<table>
<thead>
<tr>
<th>Surname:</th>
<th>Given Names:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Previous Surname(s) (if applicable):</td>
<td>Social Insurance Number:</td>
</tr>
<tr>
<td>Date of birth: (Month/day/year)</td>
<td>Gender (Circle one) M F</td>
</tr>
<tr>
<td>Place of birth (Country): (Province/State)</td>
<td></td>
</tr>
</tbody>
</table>

In accordance with the Canadian Nuclear Safety and Control Act (NSCA) and Regulations,
I, ____________________________________, acknowledge that because of my occupational radiation exposure, I am designated as a Nuclear Energy Worker (NEW).

A Nuclear Energy Worker as defined in the NSCA is: “a person who is required, in the course of the person’s business or occupation in connection with a nuclear substance or nuclear facility to perform duties in such circumstances that there is a reasonable probability that the person may receive a dose of radiation that is greater than the prescribed limit for the general public.” The prescribed limit on effective dose for members of the public is 1 millisievert per year.

As required by the Canadian Nuclear Safety Commission’s Radiation Protection Regulations (RPR), I have been informed in writing of:

a. The risks associated with the ionizing radiation to which I may be exposed during the course of my work, as described in the provided document “Risks Associated with Radiation: General Information (November 2000)

b. The applicable occupational radiation dose limits as specified in the CNSC Radiation Protection Regulations;

c. My anticipated annual occupational radiation dose (range); and

d. (for females only) My obligation to report my pregnancy immediately (to my work supervisor and the Radiation Safety Officer) and my right to be accommodated within reason, as outlined in the provided document “Dose Limits for Pregnant Workers, Rationale for the Limits in the Radiation Protection Regulations (CNSC- January 1999).

I understand that my work assignments will likely expose me to approximately ___________ millisieverts of occupational radiation dose exposure each year. I have been informed that I will be informed in writing of my personal radiation dose measurements at least once annually.

I agree to accept the Nuclear Energy Worker (NEW) designation and understand my anticipated annual occupational radiation exposure and how that compares to the CNSC regulatory dose limits. I have been informed of the radiation risk information as well as my rights and obligations. I also understand that the CNSC Radiation Protection Regulations (Sections 9, 10 and 11) require me to submit the required personal information, which will only be used by the Responsible User and Radiation Safety Officer in the context of my radiation dose records (Health Canada National Dosimetry Service), and communications with the Canadian Nuclear Safety Commission.

I further declare (Cross out 2 of the following.)

A) I have not previously worn a TLD in the current 5 year dosimetry period. (5 year dosimetry periods began 1 Jan 2001)

B) I have previously worn a TLD and my accumulated radiation dose in the current year dosimetry period is ___________mSv

C) I have previously worn a TLD and my accumulated radiation dose in the current 5 year dosimetry period is ___________mSv

D) I have previously worn a TLD and I hereby authorized the National Dose Registry to release my current 5 Year accumulated dose to the University of Manitoba Radiation Safety Office.
(Note: Option C is only applicable if the TLD badge was worn in Canada. If TLD badges where worn outside Canada it is the workers responsibility to obtain the dose record.)

Signatures:

Worker: ___________________________  Date: ___________________________

Responsible User: _____________________  Date: ___________________________

Radiation Safety Officer: _______________  Date: ___________________________