

**Appendix C. Sample Standing
Operating Procedure (SOP) for
Using a Portable Gauge on
Location.**

OPERATOR CHECKLIST

Completed use log (Checked-out)? _____

Operator training current? _____

Wearing dosimetry? _____

Licenses, permits, orders complete? _____

EQUIPMENT CHECKLIST

Equipment in proper carrying case? _____

Operating Instructions in case? _____

Copy of license in case? _____

Copy of source certificate in case? _____

Emergency Procedures in case? _____

Copy of latest leak test in case? _____

Survey meter? _____

Survey meter operability and batteries checked? _____

Area signs? _____

TRANSPORTATION CHECKLIST

Shipping papers next to driver? _____

Emergency procedures next to driver? _____

Packaging correct? _____

Type A package certificate in case? _____

Shipping labels?

White-I (<0.5 mR/hr on surface) _____

Yellow-II (TI < 1 mR/hr at a meter & 0.5 to 50 mR/hr on surface) _____

Yellow-III (TI > 1 mR/hr & < 50 mR/hr on surface) _____

Markings? _____

Placards? _____

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SOP

- . Ensure all necessary equipment is assembled, in working order, with up-to-date calibrations, leak tests etc.
 - . Ensure all paperwork for transport and use of the equipment at the project site is complete.
 - . Package and load the equipment for shipment to the site. Ensure that equipment is secure in the transport vehicle.
 - . Ship equipment to the site.
 - . Upon arrival at the site, inventory equipment to ensure no loss.
 - . Source should be locked in case when not in use.
 - . Shipping case should be in a locked storage location
- when not under the direct physical surveillance of the authorized user.
- . Mark off and post restricted zone(s) where equipment will be used.
 - . Perform gauge test.
 - . Pack up equipment.
 - . Perform operational check of survey meter with check source.
 - . Perform sweep with survey meter to ensure no loss of radioactive material.
 - . Move to next test location on site.
 - . Package and load the equipment for shipment home.
 - . Upon return inventory equipment to ensure no loss, and secure equipment.