

As a radioactive sealed source user, I agree to the responsibilities listed below, acknowledging that failure to comply with them may result in the: confiscation of sources, revocation of training, restriction of further source use, and/or other administrative actions.

- I will maintain my RW-I qualification as **current**.
- Upon request from the source custodian or RCD, I will make all radioactive sources logged out to me available for inspection, inventory, and leak tests.
- I will utilize the specified sealed source locker for storage of sealed sources. I will not transfer or loan a source checked out in my name to another user. I will maintain control of my personal ID (prox card ID badge) *and* will not allow its use by others to obtain sources.
- For sources requiring an RWP or RCOP, I will ensure the applicable procedure is posted at the location of the sources use and will maintain control of the source configuration in accordance with the requirements in the procedure. I will notify the RCD *immediately* if the permit or procedure needs updating, or is in jeopardy of violation.
- I will not machine, or otherwise modify, any sealed source without explicit permission from the RCD.
- *I will ensure:*
  - the RCD has all keys and locks, as well as combinations and access authorizations to allow unfettered access to any sealed sources 24 hours a day.
  - sources are *only* used and stored in posted radioactive material areas.
  - no sealed sources leave the Jefferson Lab premises without appropriate transportation documentation and consent of the RCD.
  - postings are visible and accurate for *all* set ups utilizing sealed sources. The source-specific *Sealed Source Tracking* form must be displayed prominently at the use location.
  - all radioactive sources are in locked storage, or secured in their use location, when they are not in the physical presence of a user, **even during brief periods such as lunch hours**. *Toolboxes are not acceptable storage containers!*
  - any source I have checked out is returned to the source custodian or the RCD *immediately* when no longer needed.
  - I am wearing my dosimeter while handling sources.

By signing below, I certify that I understand the requirements therein, and agree to adhere to the responsibilities of a radioactive sealed source user as listed above.

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