RAM Audit Checklist

Item	Description
RAM Workers	Is the list of RAM workers up to date? Compare to Gamma 2 system.
Training - Initial	RAM Workers have completed Basic and Advanced Radiation Safety training, Lab Specific Training. There may be other specialized training required for role.
Training - Annual	RAM Workers have completed Annual Radiation Safety Retraining and other specialized recurrent training as required for role.
Inventory	If lab has unsealed/sealed RAM or RAM waste, a physical inventory verification must be performed quarterly and documented within the Gamma 2 system.
Leak Tests	If lab has sealed source above a specified activity, RSOf perform regular leak tests.
Survey Results	Monthly survey by lab personnel is required wherever RAM is used or stored. Weekly survey is required for labs that use activities above a specified amount. Document survey results using the Authorized User Routine Laboratory Survey Report form. Documentation of '"no use" by lab personnel can be substituted for any room that has neither stored nor used RAM for that month.
Exposure Rate Survey	Auditor will perform a brief meter survey (dose rate) to check for contamination in each lab area.
Survey Meter Calibration	Required annually if lab has active survey meter(s).
General Lab Practices Compliance	No evidence of eating, drinking, etc. in RAM areas. Spill kit is available (see Spill Contamination Reporting). Dosimeter worn appropriately. Lab following UC Radiation Safety & Control Program policies and procedures.
RAM Storage	RAM correctly labelled (Activity, Date, Radionuclide, AU, RAM symbol). RAM properly secured (locked storage/locked lab door). Appropriate shielding is available/implemented.
RAM Waste	RAM Waste correctly labelled and a Waste Log is available for each container. RAM Waste is properly secured. Appropriate shielding. Waste should generally not be stored for > 1 year.
Counters	Counters used/available for counting wipe tests will be inspected, along with any associated RAM standards.
Worker Knowledge	Workers should be knowledgeable of general radiation safety practices, UC-specific radiation policies and procedures, documentation requirements, and RAM incident response. References: AU Manual, Radiation Worker Manual, UC RCSP Manual, Isotope Fact Sheets.

Required Postings

ODH Notice to Employees • UC version • CCHMC version	Green sheet posted in every RAM/RGE room that details employee and employer rights and responsibilities; includes ODH contact information. Provided by RSOf.
Emergency Contact	Lab contact information in case of emergency.
Emergency Procedures	Emergency procedures and contacts.