

This form should be used to document the completion of training for:

- new employees
- minors (students under 18 years of age)
- annual refresher training of all radiation workers

Please contact the Radiation Protection Division (RPD) if you have questions on training content or radiation worker policies. This form should be kept by the supervisor in a radiation protection training file available for review by an RPD auditor or an NRC inspector. Initial training documentation (videotape questionnaire and cover memo) should also be kept in the same central file. Contact the RPD if you are missing training documents. Make copies of this blank form for future use.

Permit Holder: _____ Department: _____

<u>Trainee (signature)</u>	<u>Trainer (signature)</u>	<u>Date</u>	<u>Type of training</u>
_____	_____	_____	<input type="checkbox"/> New Employee
_____	_____	_____	<input type="checkbox"/> Minor
_____	_____	_____	<input type="checkbox"/> <u>Annual Refresher</u>
_____	_____	_____	<input type="checkbox"/> New Employee
_____	_____	_____	<input type="checkbox"/> Minor
_____	_____	_____	<input type="checkbox"/> <u>Annual Refresher</u>
_____	_____	_____	<input type="checkbox"/> New Employee
_____	_____	_____	<input type="checkbox"/> Minor
_____	_____	_____	<input type="checkbox"/> <u>Annual Refresher</u>
_____	_____	_____	<input type="checkbox"/> New Employee
_____	_____	_____	<input type="checkbox"/> Minor
_____	_____	_____	<input type="checkbox"/> <u>Annual Refresher</u>
_____	_____	_____	<input type="checkbox"/> New Employee
_____	_____	_____	<input type="checkbox"/> Minor
_____	_____	_____	<input type="checkbox"/> <u>Annual Refresher</u>
_____	_____	_____	<input type="checkbox"/> New Employee
_____	_____	_____	<input type="checkbox"/> Minor
_____	_____	_____	<input type="checkbox"/> <u>Annual Refresher</u>
_____	_____	_____	<input type="checkbox"/> New Employee
_____	_____	_____	<input type="checkbox"/> Minor
_____	_____	_____	<input type="checkbox"/> <u>Annual Refresher</u>
_____	_____	_____	<input type="checkbox"/> New Employee
_____	_____	_____	<input type="checkbox"/> Minor
_____	_____	_____	<input type="checkbox"/> <u>Annual Refresher</u>
_____	_____	_____	<input type="checkbox"/> New Employee
_____	_____	_____	<input type="checkbox"/> Minor
_____	_____	_____	<input type="checkbox"/> <u>Annual Refresher</u>

Topics to Include with Radiation Protection Training (applicable RPD Manual sections indicated)

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|--|---|
| <input type="checkbox"/> Radioisotope purchasing and transfer (Sec. IV) | <input type="checkbox"/> General requirements (posting, training, security) |
| <input type="checkbox"/> Permit Holder responsibilities (Sec. VI) | <input type="checkbox"/> Radioactive waste management/disposal (Sec XI) |
| <input type="checkbox"/> Radioisotope spills and emergencies (SecXII) | <input type="checkbox"/> Record keeping requirements (Apps. D, X, BB, CC) |
| <input type="checkbox"/> Contamination surveys and instrumentation (Sec V) | <input type="checkbox"/> Prenatal exposure guide (NRC Guide 8.13, App S) |
| <input type="checkbox"/> ALARA considerations | <input type="checkbox"/> Personnel monitoring and dosimetry (Sec. X) |
| <input type="checkbox"/> Other _____ | |