

October 13, 2016

Portland Community College  
ATTN: Elaine Hunter, RSO  
PO Box 19000  
Portland, OR 97280-0990

Reference: License No. **ORE- 93262**  
Docket Number **16-0539**  
Certificate of Validation - enclosed

Dear Ms. Hunter:

Enclosed is the Oregon Radioactive Materials License you requested.

Please read the enclosed license document carefully to be sure that you understand all conditions. If there are any errors, please notify this office at (971) 673-0504.

Enclosed is a copy of the Oregon Notice to Employees, and Notice to Workers signs. Oregon rules require that the Notice to Employees and the Notice to Workers signs be posted in a conspicuous place. Before posting the Notice to Workers, fill in the location of the referenced documents and the name of the person to contact. The "Oregon Rules for the Control of Radiation" can be found on the Oregon Health Authority website (Chapter 333, Divisions 100-124).  
<http://public.health.oregon.gov/rulesregulations/Pages/HealthyEnvironments.aspx>

You must conduct your licensed radioactive materials program in accordance with the conditions of your Oregon Radioactive Materials License, statements and representations made in your license application, and the Oregon rules. In addition, please read and follow the enclosed document, "Requirements for Radioactive Materials Licensees". This is a guideline for the safe use of radioactive materials.

If your license has been issued in the name of an institution, you must ensure that all license amendment or renewal requests are signed by a representative of the institution's management. This will assure that management has concurred with all commitments.

When corresponding with this office, please refer to your license number. Any change in your licensed activities requires an amendment request in writing. Licensing correspondence should be faxed to the above number, or mailed to: Radiation Protection Services, Todd Carpenter, RML Program Manager, 800 NE Oregon Street, Suite 640, Portland, Oregon 97232.

Since serious consequences to employees and the public can result from failure to comply with Oregon rules, Oregon expects its licensees to pay meticulous attention to detail and to achieve and maintain the high standard of compliance characteristic of Oregon licensees.

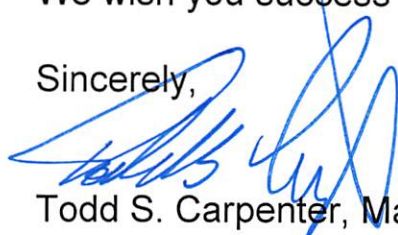
You will be inspected periodically by the State of Oregon Radiation Protection Services. Failure to conduct your program safely and in accordance with Oregon rules, your specific license conditions, and representations made in your license application and supplemental correspondence with this office, will result in enforcement action. This could include issuance of a notice of violation or an order suspending, modifying, or revoking your license as specified by Oregon Administrative Rules (OAR) subsection 333-102-0335.

Please note that there is no fee for renewal of your radioactive materials license. You will be billed separately for your annual validation fee.

Should you have further questions concerning this license, please do not hesitate to contact this office.

We wish you success in operating a safe and effective licensed program.

Sincerely,



Todd S. Carpenter, Manager  
Radioactive Materials Licensing Program  
[todd.s.carpenter@state.or.us](mailto:todd.s.carpenter@state.or.us)

Enclosures (License, Certificate of Validation, Oregon Notice to Employees, Notice to Workers, Requirements for Radioactive Materials Licenses in Oregon)

[If you wish this information in an alternate format, please contact Nic Riley at (971) 673-0504]

**RADIOACTIVE MATERIALS LICENSE**

**OREGON GENERAL LICENSE**

The minimum requirements below apply to general licenses issued pursuant to Division 102 of the Oregon Administrative Rules, [http://arcweb.sos.state.or.us/pages/rules/oars\\_300/oar\\_333/333\\_102.html](http://arcweb.sos.state.or.us/pages/rules/oars_300/oar_333/333_102.html).

Licensee		3. License Number ORE-93262
1. Name Portland Community College		4. Expiration Date August 31, 2026
2. Address P.O. Box 19000 Portland, Oregon 97280-0990		5. License Type General License-Gas Chromatograph

6. Radioactive materials (element and mass number)	7. Chemical and/or physical form	8. Maximum quantity licensee may possess at any one time
A. Nickel-63	A. Sealed source (Isotope Products Laboratory NER 004; Nuclear Radiation Developments, Inc. N-1001)	A. One source not to exceed 10 millicuries.

9. Authorized use:

A. For use in a Shimadzu Model 2010 gas chromatograph.

10. Radioactive material shall be used or stored only at 12000 SW 49<sup>th</sup> Avenue, Portland, Oregon 97204.

11. The Radiation Safety Officer for the activities authorized by this license is Elaine Hunter.

**Minimum Requirements**

(1) Post *Notice to Employees, Notice to Workers, and Certificate of Validation* in a conspicuous place. Include location of reference documents and contact person.

(2) Notify the required Department within 30 days after receipt or acquisition of each new device. Develop and maintain procedures designed to establish physical control over the device as described in this rule and designed to prevent transfer of such devices in any form, including metal scrap, to persons not authorized to receive the devices.

(3) Appoint a Radiation Safety Officer responsible for oversight of radiation safety, compliance with applicable regulations and requirements, and with authority for taking required actions to comply with appropriate regulations and requirements. This appointment does not relieve the general licensee of any of its responsibility in this regard.

**RADIOACTIVE MATERIALS LICENSE**

Continued from Page 1

Minimum Requirements (cont.)

- (4) Maintain all labels affixed to the device. Comply with all instructions and precautions provided by such labels.
- (5) Perform leak tests and check proper operation of on-off mechanisms at intervals not to exceed 6 months or as are specified on the label. Note: Devices containing only krypton, tritium, not more than 100 microcuries of other beta and/or gamma emitting material, not more than 10 microcuries of alpha emitting material, and devices held in storage in the original shipping container, need not be tested for any purpose.
- (6) Ensure that device installation, service and removal from installation involving the radioactive materials be performed by a person holding a specific license from the Department, the U.S. Nuclear Regulatory Commission, an Agreement State or a Licensing State to perform such activities.
- (7) Maintain records of installation, leak tests, tests of on-off mechanisms, service, removal from installation for 5 years, or as required by OAR 333-100-0057.
- (8) Suspend operation of a failed or damaged device until repaired by the manufacturer or other person authorized by an Agreement State or the NRC to repair such devices.
- (9) Report radiation incidents, theft or loss of licensed material. Provide a brief description of the event and the remedial action taken. The report must be submitted to the Department within 30 days.
- (10) Prior to transfer or sale of devices, contact the Department for assistance.
- (11) Notify this office in writing, preferably 30 days in advance, if any of the following changes are to be made:  
Change of mailing address;  
Change of ownership **or** organization;  
Change in location of radioactive material storage **or** use;  
Any change contrary to a license condition; or  
Any change to representations made in the license application or supplemental correspondence.
- (12) Request termination of your license if you plan to permanently discontinue activities involving radioactive material prior to your license expiration date.

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Correspondence:

1. Application dated August 9, 2016, signed by Elaine Hunter, Radiation Safety Officer, Environmental Health Occupational Safety Specialist.
2. Email correspondence dated August 25, 2016, and September 14, 2016, from Elaine Hunter, EHOS Specialist.

Date: October 13, 2016

**FOR OHA PUBLIC HEALTH DIVISION**

By 

Todd S. Carpenter, Manager  
Radioactive Materials Licensing Program



# NOTICE TO EMPLOYEES

The Oregon Public Health Division has established standards for your protection against radiation hazards

## Your Employer's Responsibility

1. Apply these rules to work involving sources of radiation.
2. Post or otherwise make available to you a copy of Oregon Administrative rules (OARs), Chapter 333, Divisions 100 through 124, licenses, and operating procedures that apply to work you are engaged in and explain their provisions to you. OARs are available on the website: [www.healthoregon.org/rps](http://www.healthoregon.org/rps)
3. Employees have the right to request a copy of the license and conditions from their Radiation Safety Officer.
4. Any Notice of Noncompliance, Notice of Violation, Civil Penalty, Order, and any response from the licensee will be posted for employee examination.

## Your Responsibility as a Worker

You should familiarize yourself with those provisions of the OARs, and the operating procedures that apply to the work you are engaged in. You should observe their provisions for your own protection and protection of your co-workers.

## What is Covered by these Rules

1. Limits on exposure to radiation and radioactive material in restricted and unrestricted areas
2. Measures to be taken after accidental exposure
3. Personnel monitoring, surveys, and equipment
4. Caution signs, labels, and safety interlock equipment
5. Exposure records and reports
6. Related matters.

## Reports on your Radiation Exposure History

1. **Annual Report:** If you work where personnel monitoring is provided, your employer must advise you annually, **in writing**:
  - a. If your exposure to radiation exceeds 1 mSv (100 mrem) TEDE or 1 mSv (100 mrem) to any individual organ or tissue.
  - b. At your request, an employer must give you a written report of your radiation exposure.
  - c. At the request of a worker formerly engaged in work controlled by the licensee or registrant, each licensee or registrant shall furnish to the worker a report of the worker's exposure to radiation or radioactive material. Such report shall be furnished within 30 days from the time the request is made or within 30 days after the exposure of the individual has been determined by the licensee or registrant, whichever is later.

## Inspections

All licensed or registered activities are subject to inspection by representatives of Oregon Public Health Division.

## Inquiries

For a current copy of the rules visit: [www.healthoregon.org/rps](http://www.healthoregon.org/rps)  
Inquiries dealing with the matters outlined above can be sent to:

Public Health Division | Radiation Protection Services  
800 NE Oregon Street, Suite 640  
Portland, OR 97232-2161

**24 Hour Telephone: (971) 673-0490** | Fax: (971) 673-0553

**Posting Requirements:** A sufficient number of copies of this Notice must be posted where employees are engaged in activities licensed or registered pursuant to OAR Chapter 333, Divisions 100 through 124. Employees working in or frequenting any portion of a restricted area must be able to observe a copy on the way to or from the restricted area.

## REQUIREMENTS FOR RADIOACTIVE MATERIALS LICENSEES IN OREGON

1. Operate in accordance with the Oregon Administrative Rules for the Control of Radiation Division 333-120, "Standards for Protection Against Radiation," Division 333-111, "Notices, Instructions and Reports to Workers; Inspections," and all other applicable rules.
2. Possess radioactive material only in the quantity and form indicated in your license.
3. Use radioactive material only for the purpose(s) authorized by your license.
4. Request and receive an amendment to your license **before** any of the following changes are to be made:
  - . Change in location of radioactive material storage or use;
  - . Any change contrary to a license condition; or
  - . Any change to representations made in the license application or supplemental correspondence.
5. Notify this office in writing, within 30 days after any of the following changes are to be made:
  - . Change of mailing address;
  - . Change of ownership or organization;
  - . Change of RSO.
6. Request termination of your license if you plan to permanently discontinue activities involving radioactive material prior to the expiration date of your license.



# NOTICE TO WORKERS

In accordance with the requirements of the Oregon Rules for the Control of Radiation, OAR 333-111-0005, current copies of the following documents are available for examination:

1. Oregon rules for the control of Radiation, OAR 333-120: Standards for Protection Against radiation, and 333-111: Notices, Instructions, and Reports to Workers; Inspections.
2. Current copy of the Oregon Radioactive Materials License and it's license conditions.
3. The operating procedures applicable to work being performed under this license.

Any Notice of Noncompliance, Notice of Violation, Civil Penalty, or Order, and any response from the licensee will be posted for your examination.

The documents listed above may be found for your review at:

**Location:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

OREGON HEALTH AUTHORITY - OREGON PUBLIC HEALTH DIVISION

Certificate of Validation

**36848**

ORE-93262 01

\$200.00

SN#:

10 mCi Ni-63 Shimadzu 2010 Series ECD GL Gas Chromatograph

PAYMENT  
RECEIVED

Portland Community College

EXPIRATION  
DATE  
MO DAY YR  
09/30/2017

Elaine Hunter,  
PO Box 19000  
Portland, OR 97280-0990

9/6/2016 000533 36848