**Section 350.2020 Operating and Emergency Procedures**

The licensee's or registrant's operating and emergency procedures shall include instructions in at least the following:

a) Handling and use of sources of radiation to be employed such that no individual is likely to be exposed to radiation doses in excess of the limits established in 32 Ill. Adm. Code 340;

b) Methods and occasions for conducting radiation surveys;

c) Methods for controlling access to radiographic areas;

d) Methods and occasions for locking and securing sources of radiation;

e) Personnel monitoring and the use of individual monitoring devices, including steps that shall be taken immediately by radiographic personnel in the event that an ionization chamber (i.e., pocket dosimeter) is found to be off-scale;

f) Transportation to field locations, including packing of sources of radiation in the vehicles, placarding of vehicles and control of sources of radiation during transportation;

g) Methods or procedures for minimizing exposure of individuals in the event of an accident, including procedures to follow in the event of a disconnect accident, a transportation accident and loss of a sealed source;

h) The procedure for notifying proper personnel in the event of an accident or loss of a sealed source;

i) Maintenance of records (see Appendix C of this Part); and

j) The inspection and maintenance of radiographic exposure devices, source changers, storage containers, transport containers, source guide tubes, crank-out devices and radiation machines.

(Source: Amended at 28 Ill. Reg. 12598, effective October 1, 2004)