



## Ohio Administrative Code

### Rule 3701:1-52-28 Records and retention periods.

Effective: [October 20, 2002](#)

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The licensee shall maintain the following records at the irradiator for the periods specified.

(A) A copy of the license, license conditions, documents incorporated into a license by reference, and amendments thereto until superseded by new documents or until the director terminates the license.

(B) Records of each individual's training, tests, and safety reviews provided to meet the requirements of paragraphs (A), (B), (C), (D), (F), and (G) of rule 3701:1-52-18 of the Administrative Code until three years after the individual terminates work.

(C) Records of the annual evaluations of the safety performance of irradiator operators required by paragraph (E) of rule 3701:1-52-18 of the Administrative Code for three years after the evaluation.

(D) A copy of the current operating and emergency procedures required by rule 3701:1-52-19 of the Administrative Code until superseded or the director terminates the license. Records of the radiation safety officer's review and approval of changes in procedures as required by paragraph (C)(3) of rule 3701:1-52-19 of the Administrative Code retained for three years from the date of the change.

(E) Personnel dosimetry results required by rule 3701:1-52-20 of the Administrative Code until the director terminates the license.

(F) Records of radiation surveys required by rule 3701:1-52-21 of the Administrative Code for three years from the date of the survey.

(G) Records of radiation survey meter calibrations required by rule 3701:1-52-21 of the Administrative Code and pool water conductivity meter calibrations required by paragraph (B) of rule 3701:1-52-24 of the Administrative Code until three years from the date of calibration.



(H) Records of the results of leak tests required by paragraph (A) of rule 3701:1-52-22 of the Administrative Code and the results of contamination checks required by paragraph (B) of rule 3701:1-52-22 of the Administrative Code for three years from the date of each test.

(I) Records of inspection and maintenance checks required by rule 3701:1-52-23 of the Administrative Code for three years.

(J) Records of major malfunctions, significant defects, operating difficulties or irregularities, and major operating problems that involve required radiation safety equipment for three years after repairs are completed.

(K) Records of the receipt, transfer and disposal, of all licensed sealed sources as required by rules 3701:1-40-19 and 3701:1-40-21 of the Administrative Code.

(L) Records on the design checks required by rule 3701:1-52-16 of the Administrative Code and the construction control checks as required by rule 3701:1-52-17 of the Administrative Code until the license is terminated. The records must be signed and dated. The title or qualification of the person signing must be included.

(M) Records related to decommissioning of the irradiator as required by paragraph (I) of rule 3701:1-40-17 of the Administrative Code.