

ensuring that the reduction of possible harm to the health and safety of people and the environment through radiation is at the core of research activities.

2. Regulatory Environment

UNSW Sydney holds a Radiation Management Licence (RML) with the NSW Environmental Protection Authority (EPA) while UNSW Canberra holds a Possession Licence (PL) with the Health Protection Service, ACT Health in accordance with the respective [NSW](#) and [ACT](#) Acts. The Licences details the authorisations for the University, including to possess and store

5. Radiation Safety Officer

As an *ex officio* member of the RSC, the UNSW Radiation Safety Officer (RSO) advises the RSC and the University's researchers on health and safety regulations as relevant to the use of radiation. The RSO provides specialist strategic advice to the RSC on how to minimise risks of radiation use in research to human health and the environment and is a point of contact in emergencies where there is danger to humans or the environment.

The RSO ensures that University health and safety processes are recognised, integrated and followed in RSC processes. The RSO works with the RSC to provide appropriate training as required by the Regulator and ensures that training needs are integrated with general radiation safety requirements. DVCR or PVC(R) will nominate an appropriately qualified member of staff as the Radiation Safety Officer for the purpose of this policy.

6. Laser Safety Officer

As an *ex officio* member of the RSC, the UNSW Laser Safety Officer (LSO) advises the RSC and the University's researchers on health and safety regulations as relevant to the use of lasers. The LSO provides specialist strategic advice to the RSC on how to minimise risks of laser use in research to human health and the environment and is a point of contact in emergencies where there is danger to humans 3(thn20049>80003004F60440056>3004800550056>80011000300003J JET94 -11(S)4(O)550056>80010 g5(

8. Nuclear Safeguards and Nuclear Security requirements

UNSW hold permits from the ASNO to possess a small amount of nuclear materials, as specified within the permit. The permit is for a variety of purposes including certain fields of research, analytical services, diagnostics, education, training purposes, calibration of apparatus and storage. Any nuclear fuel cycle related research and development activities must be approved by the Director General, ASNO in writing prior to commencing work.

RECS must be notified regarding any potential international or domestic transfers of such nuclear material as it requires prior approval from ASNO and ARPANSA as applicable in accordance with their reporting timeframes and forms.

UNSW shall maintain security measures for preventing theft, loss or unauthorised handling of nuclear material and its associated records as described in the permit.

9. Research Conducted Outside of UNSW

UNSW researchers conducting research outside of UNSW (instate, interstate or overseas) using other institutions' regulated material do not need to seek review by the UNSW RSC. Instead, they need to ensure that appropriate registration and licencing in accordance to the State authority where the research is based are met prior to commencement of the research.

UNSW researchers intending to take UNSW-registered regulated materials outside of UNSW-registered facilities (including onsite, within NSW, interstate or overseas) must inform the relevant RSC prior to the activity. The RSC reviews that procedures are in place for the safe use of the material and that appropriate registration and licencing in accordance with

Accountabilities	
Responsible Officer	Director, Research Ethics & Compliance Support
Policy Lead	Coordinator, Radiation Research (radiationresearch@unsw.edu.au)
Supporting Information	
Legislative Compliance	<p>This Procedure supports the University's compliance with the following legislation:</p> <p>Protection from Harmful Radiation Act 1990 No 13 Protection from Harmful Radiation Regulation 2013</p> <p>ACT Radiation Protection Act 2006 ACT Radiation Protection Regulation 2007</p> <p>ARPANSA Code of Practice</p> <p>Non-Proliferation Legislation Amendment Act 2003 (Cth) Australian Radiation Protection and Nuclear Safety Regulations 2018 (Cth)</p>
Parent Document (Policy)	Code of Conduct and Values and the Australian Code for the Responsible Conduct of Research .
Supporting Documents	Incident reporting via SALUS
Related Documents	<p>AS/NZS 2243.4 Safety in Laboratories Part 4: Ionising Radiation AS/NZS 2243.5 Safety in Laboratories Part 5: Non-ionising Radiation AS/NZS IEC 60825.1:2014 Safety of laser products, Part 1: Equipment classification and requirements AS/NZS IEC 60825.14 Safety of Laser Products Part 14: A User's Guide AS/NZS 2982.1 Laboratory Design and Construction Part 1: General Requirements Australian Code for the Responsible Conduct of Research 2018</p> <p>UNSW Sydney Radiation Management Plan UNSW Canberra Radiation Management Plan Complaints Management and Investigations Policy and Procedure</p>
Superseded Documents	Radiation Research Safety Procedure, v2.0
File Number	2016/24358
Definitions and Acronyms	
Controlled Laser	<p>Laser is an acronym for light amplification by stimulated emission of radiation. Lasers produce coherent intense levels of radiation from IR, visible and UV light sources. Controlled Lasers are the subset of lasers which are subjected to registration and approval with the RSC are only those fitted description of controlled apparatus in the <i>Australian Radiation Protection and Nuclear Safety Regulations 2018</i></p>

Ionising Radiation

Revision History				
Version	Approved by	Approval date	Effective date	Sections modified
Version 1.0 of this Procedure superseded HS601 Ionising Radiation Procedure and HS711 Non-ionising Radiation Procedure				
1.0	Deputy Vice-Chancellor Research	9 August 2016	15 August 2016	New document
1.1	Deputy Vice-Chancellor Research	31 July 2017	15 August 2017	Administrative update to senior positions
2.0	Deputy Vice-Chancellor, Research & Enterprise	22 February 2024		Administrative update to senior positions