RADIOACTIVE MATERIALS **Inventory Usage and Disposal Record**

Approved User	GMU Serial Number

Isotope	Chemical	Amount Ordered	Date	Date	Storage Location (Bldg/Rm)	Usage Location	
ordered	Form	(µCi)	Ordered	Received		(Bldg/Rm)	

Package Survey: Record the results of your wipe tests on the reverse side of this page. Clearly identify each sample. Include the date the wipes were taken and the initials of the individual performing the survey.

Packing Slip: Keep the original packing slip with the Inventory Usage and Disposal Record for that order. Notify the RSO by phone that the package has arrived. Inventory Usage and Disposal: Record usage and disposal of the material with the serial number listed above. If usage and disposal do not occur on the same day, they may still be recorded on the same line. The date should correspond with the day the isotope was used. Space is provided to record decay corrections for inventory. It is not necessary to record decay corrections for waste. When the last of the material is used, indicate this on the form. Make sure to remove all radioactive tape and radioactive signage from a bottle before disposing of it in radioactive waste bin. Indicate whether or not monitoring was performed. Keep record of monitoring results with the Inventory Usage and Disposal Record. Indicate specific areas and items surveyed/wipe tested. Initial and date all surveys.

				Waste Disposal									
				Radioactive			Mixed Biological Mixed (Chemical Monitor		toring		
			Amount		(Not Mixed)		(No sink disposal) (I		(No sink	(No sink disposal)			
		Amount	Remaining	Solid	Liquid	Sink	Solid	Liquid	Solid	Liquid	Survey	Wipe	
	User	Used	in storage	waste	waste	Disposal	waste	waste	waste	waste	With	Tests	
Date	Initials	(µCi)	(µCi)	(µCi)	(µCi)	(µC)	(µCi)	(µCi)	(µCi)	(µCi)	Meter?	Done?	
	Decay Correction:												
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	Decay Corr	rection:											

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Approved User	GMU Serial Number:						

				Waste Disposal								
					Radioactive		Mixed Biological		Mixed Chemical		Monitoring	
			Amount						(No sink disposal)			
	User	Amount Used	Remaining	Solid	Liquid	Sink	Solid	Liquid	Solid	Liquid	Survey	Wipe
Date	Initials	Usea (μCi)	in storage (μCi)	waste (µCi)	waste (µCi)	Disposal	waste (µCi)	waste	waste (µCi)	waste (μCi)	With Meter?	Tests Done?
Date	Illitiais	(μCI)	(µCI)	(µCI)	(µCI)	(µC)	(µCI)	(µCi)	(µCI)	(µCI)	Meter:	Done:
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