

**GEORGE MASON UNIVERSITY
RADIATION SAFETY COMMITTEE (RSC) CHARTER**

I. SCOPE

The Radiation Safety Committee (RSC) at George Mason University is dedicated to the science and practice of radiation safety. The Committee includes faculty and staff who are involved in understanding, evaluating, and controlling the potential risks from radiation to the community relative to the benefits, and in monitoring the management of George Mason University's Radiation Safety Program.

The Committee has a long standing history of oversight of George Mason University's Radiation Safety Program. The activities of the RSC are those appropriate to accomplish its role in establishing policies and procedures, advising the Environmental Health and Safety Office (EHS), and advising the Vice President for Research and Economic Development with regards to users of open and sealed sources of ionizing radiation and instruments that produce radiation, and in monitoring and recommending as necessary, modifications to George Mason University's Radiation Safety Program.

Provisions of this charter shall apply to all instructional and research projects conducted in George Mason University facilities or on George Mason University property, where George Mason University is authorized by the by the Radiological Health Division of the Virginia Department of Health to possess sources of ionizing radiation, including radioactive materials and instruments that produce ionizing radiation.

II. CHARGE

George Mason University hereby charges the RSC, in cooperation with EHS and the Vice President for Research and Economic Development, to:

1. Establish policies and procedures regarding all instructional and research projects involving the acquisition, use, storage, transport, or disposal of sources of ionizing radiation.
2. Establish policies and procedures regarding the training, experience, and qualifications of proposed approved users.
3. Establish policies and procedures regarding the content and implementation of George Mason University's Radiation Safety Program.
4. Establish policies and procedures regarding compliance of the Radiation Health and Safety Program with George Mason University's philosophy of maintaining radiation exposure levels As Low As Reasonably Achievable (ALARA).
5. Establish policies and procedures regarding appropriate sanctions for any individual whom it determines has violated the terms of an approved protocol, has conducted projects subject to its authority without gaining appropriate approval, or has otherwise

violated any provision of applicable federal, state, and local regulations and guidelines, or institutional policies and procedures regarding subjects under its purview.

III. RESPONSIBILITIES

1. Ensure that voting members are aware of and knowledgeable about applicable federal, state, and local regulations and guidelines and to the conditions of George Mason University's radioactive materials license.
2. Review, as appropriate, policies and procedures regarding the use of sources of ionizing radiation in instructional and research laboratories to reflect changes or amendments to George Mason University's radioactive materials licenses in addition to any changes in federal, state, and local regulations and guidelines.
3. Establish, as appropriate, standard procedures for review that the RSC will follow in its initial and continuing review of radiation users, project applications and proposals, and the content and implementation of the Radiation Safety Program.
4. Review all applications for approved user status according to established procedures for review and make recommendations to the Radiation Safety Officer (RSO) regarding these applications.
5. Review all instructional and research projects involving sources of ionizing radiation according to established procedures for review and make recommendations to the RSO regarding these projects.
6. Review, as appropriate, approved and ongoing instructional and research projects involving sources of ionizing radiation on a periodic basis and when changes in the amount or type of radioactive materials or significant alterations to experimental protocols and procedures are requested and make recommendations to the RSO regarding these projects.
7. Advise, as appropriate, the Human Subjects Review Board (HSRB) and the Institutional Animal Care and Use Committee (IACUC) for work involving sources of ionizing radiation.
8. Review, as appropriate, the radiation safety training program to ensure that all individuals who work with or in the vicinity of sources of ionizing radiation in instructional and research laboratories have sufficient training to perform their duties safely and in accordance with established policies and procedures.
9. Review, as appropriate, the content and implementation of the Radiation Safety Program and develop procedural changes to ensure that the program is adequate to meet the needs of radiation users and is consistent with the George Mason University's written policies and procedures concerning the use of sources of ionizing radiation in instructional and research laboratories and regulations set forth by the Radiological Health Division of the Virginia Department of Health.

10. Review, as appropriate, occupational exposure levels and personnel dosimetry data to assess whether or not radiation exposure levels are within limits set by the Radiological Health Division of the Virginia Department of Health and are consistent with George Mason University's philosophy to maintain exposure levels ALARA.
11. Establish procedures in the event of noncompliance with George Mason University policies and procedures regarding the safe use of radioactive compounds and ionizing radiation. Determine appropriate sanctions to deal with noncompliance, including temporarily or permanently suspending the right to operate in instructional and research laboratories.
12. Review reports from EHS on unsafe practices and safety hazards in the laboratory and make recommendations to the Vice President for Research and Economic Development regarding these hazards.
13. Review, as appropriate, significant incidents including spills, contamination, and mis-administrations in instructional and research laboratories and provide recommendations for correcting and preventing such incidents.

IV. MEMBERSHIP

1. Individuals holding the following titles at George Mason University shall be appointed to the RSC as voting members:
 - i. Faculty members (serving as a committee member or committee chair).

Voting, ex-officio members of the RSC include:

 - ii. Radiation Safety Officer.
 - iii. Director, Occupational Health and Safety, EHS.
 - iv. Director, Office of Risk Management.
2. Nonvoting, ex-officio members of the RSC include:
 - i. Director, Laboratory Safety and Environmental Compliance, EHS.
 - ii. Radiation Safety Program Consultant, if one is appointed.
3. George Mason University faculty members, with the exclusion of designated RSS, may be appointed to the RSC by the Vice President for Research and Economic Development as recommended by the committee for renewable terms of three years starting September 1st.
4. A Radiation Program Safety Consultant may be appointed to the RSC as a nonvoting member at the discretion of the Vice President for Research and Economic Development.
5. All members, with the exception of those specifically listed as nonvoting members, are voting members of the RSC.

V. OFFICERS AND SUBCOMMITTEES

1. The officers of the RSC are the Chair and the RSO.
2. The Chair presides over all meetings. The Chair shall be a member of the RSC who is a faculty member at George Mason University. The Chair shall be appointed by the Vice President for Research and Economic Development for a term of two years and may be reappointed to serve consecutive terms.
3. The RSO is the principal administrative officer of the RSC and is responsible for maintaining the official records and communication of the committee.
4. The Chair may appoint members to RSC subcommittees as needed.

VI. MEETINGS

1. The RSC shall meet at least once each academic year and additionally at the call of the Chair or the Vice President for Research and Economic Development. A meeting of the RSC will be called by the Chair at the request of two or more RSC members.
2. A quorum shall consist of a simple majority of voting members. To take action, a quorum must be present in person or through telephone or video conferencing.
3. The RSC shall follow established procedures for review throughout the review of approved user applications, proposed projects involving sources of radiation, and George Mason University's Radiation Safety Program.
4. Decisions and project approvals, with the exception of amendments to this Charter, shall be made based on a majority vote of voting members present at the time a vote is taken.
5. A paper ballot may be requested by any member for any vote or decision.

VII. HEARINGS AND APPEALS

1. Any individual who may be the subject of a disciplinary action by the RSC shall have the right to appear before the RSC and to present evidence to the RSC for its consideration before any decision, appeal decision, or final decision is made by the RSC.
2. Decisions of the RSC may be appealed to the RSC, and a final decision will be made by the Vice President for Research and Economic Development, in conjunction with the RSC.

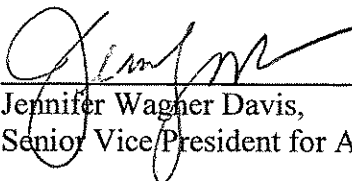
VIII. AMENDMENTS AND REVIEW

1. Amendments to the Charter must be approved by a 2/3 vote of voting members.
2. The RSC Charter shall be reviewed by the RSC annually.

IX. EFFECTIVE DATE

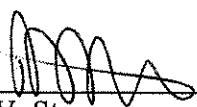
This charter shall take effect immediately upon receipt of the signatures listed below.

X. APPROVAL



Jennifer Wagner Davis,
Senior Vice President for Administration and Finance

12/16/2013
Date



Peter V. Stearns,
Provost

12/16/2013
Date