

Title: Collection and Disposal of Lead Foil/Sheets	Document No.: CH-017-A
	Revision No.: 00 Date: 8/18/09
	Approved By: AI Swavy

- 1.0 Purpose: The purpose of this policy is to provide guidance for the collection and disposal of lead foil and/or lead sheets commonly used in UB laboratories to shield the user from radioactivity.
- 2.0 Scope: This policy applies to all university laboratories, research areas, and other University spaces serviced by UB Environment Health and Safety Radiation Protection Services.
- 3.0 Applicable Codes:
- 4.0 Applicable Guidelines:
- 5.0 Responsibilities: The primary responsibility for following this policy rests with the principal investigator or supervisor of the area where lead shielding is in use. Any researchers, students or other employees who work in those areas must be trained and made aware of this policy.
- 6.0 Definitions:
 - 6.1 Lead shielding: Lead shielding refers to the use of lead as a form of radiation protection to shield people or objects from radiation. It may be present in the form of foil or sheets.
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- 7.0 Procedures:
 - 7.1 Once it has been determined that lead shielding is no longer needed in a lab space, arrangements are to be made for proper disposal.
 - 7.2 Survey each piece of lead to ascertain the presence of any radiation.
 - 7.3 After performing the radiation survey, complete a RW-50 form and forward to Radiation Protection Services for review.
 - 7.4 Once RPS has reviewed the information supplied on the form, they will contact you and make arrangements to collect the lead shielding from your location.
- 8.0 Document Management: This procedure shall be reviewed once every two years, or as changes require.
- 9.0 Associated UB Documents:
 - 9.1 *Campus Commitment to Safety*, University at Buffalo, Office of the Provost, Office of the Senior Vice President, April 3, 2001.
- 10.0 Associated EH&S Documents:
 - 10.1
- 11.0 Document Revision History:

Revision	Section(s) Changed	Change(s) Made:	Date
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