The Principal of Queen's University has appointed the University Radiation Safety Committee to carry
the advisory responsibility for the overall operation of the University Radiation Safety Program. It is the
policy of Queen's University that all activities involving radiation or radiation emitting devices be
conducted so as to keep hazards from radiation to a minimum. The University is committed to ensure
that all exposures are kept as low as reasonably achievable.

MEMBERSHIP

1. The Committee shall consist of five ordinary members and four ex-officio members, all of whom
shall have voting rights.

   (a) Ex-Officio Members:
       (i) Director, Office of Research Services (or designate)
       (ii) Radiation and Laser Safety Officer
       (iii) Director, Environmental Health & Safety
       (iv) Director, Physical Plant Services (or designate)

   (b) Ordinary members:
       The five ordinary members shall be drawn from faculties as follows:
       (i) Faculty of Health Sciences - 2 members
       (ii) Faculty of Arts and Science - 2 members
       (iii) Faculty of Applied Science - 1 member

       In addition, appointments should be made such that expertise with open source
radioisotopes (2 members), sealed sources, lasers and x-ray radiations is represented.

   (c) Chair:
       The Chair will be selected from the ordinary members by the Principal on the advice of
the Vice-Principal (Operations and Finance).

   (c) Quorum:
       A minimum of five with at least 3 ordinary members shall be considered a quorum.

   (d) Secretarial services will be provided by the office of Environmental Health and Safety.

   (e) The Chair may appoint an Acting Chair as needed.

APPOINTMENTS:

2. Members will be appointed by the Principal on advice from the Vice-Principal Operations and
Finance.
3. The Chair shall be appointed for a term to be recommended by the Vice-Principal Operations and Finance. Ex-officio members shall be appointed to the committee for the duration of their relevant appointments.

4. The five ordinary members shall be appointed for three year terms on a staggered basis, and shall be eligible for re-appointment.

REPORTING CHANNEL:

5. The Committee shall be classed as a "Principal's Committee" and shall make recommendations to the University through the Vice-Principal Operations and Finance.

BUDGET:

6. A budget shall be provided, as necessary and if necessary, to fulfill the mandate of the committee

ACCESS TO SAFETY OFFICER, CONSULTANTS AND EQUIPMENT:

7. The Committee shall have access to the services of consultants and equipment as deemed necessary.

RESPONSIBILITIES:

8. In the courses of making recommendations to the University, the University Radiation Committee shall be responsible:

   (a) To provide expertise to the Department of Environmental Health and Safety with respect to matters of radiation safety;

   (b) To develop University policies in consultation with the Department of Environmental Health and Safety with respect to the use of radioactive materials and technologies capable of producing hazardous emissions, including x-rays, lasers or other electromagnetic radiations such as microwaves, as well as ultrasound.

   (c) To ensure that the Department of Environmental Health and Safety advise the University, its faculties, departments and researchers of these policies and of any special requirements relating to research using the above materials and devices.

   (d) To make recommendations to the University through the Vice-Principal Operations and Finance, concerning the actions to be taken on specific aspects of radiation matters as needed.

   (e) To approve on behalf of the University and upon consideration of recommendations from the Office of Environmental Health and Safety all licences for radioisotopes and radiation emitting devices.

   (f) To assist the Office of Environmental Health and Safety as needed to liase with government or other bodies.
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<tr>
<th>NAME</th>
<th>DEPARTMENT</th>
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<tbody>
<tr>
<td>Dr. W.J. Racz</td>
<td>Pharmacology &amp; Toxicology</td>
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<tr>
<td>Ms. S. M. Marlin</td>
<td>Office of Research Services</td>
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<tr>
<td>Mr. J. Bullock</td>
<td>Environmental Health &amp; Safety</td>
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<td>Mr. D. Langham</td>
<td>Environmental Health &amp; Safety</td>
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<td>Dr. H. F. Shurvell</td>
<td>Chemistry</td>
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<td>Dr. S. Mirski</td>
<td>Cancer Research</td>
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<td>Dr. J. Lee</td>
<td>Geological Sciences</td>
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<td>Dr. A. Hallin</td>
<td>Physics</td>
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* Chair