NOTICE TO EMPLOYEES

The Wisconsin Department of Health Services (DHS) has established standards to protect you from hazards associated with radioactive materials and radiation emitting machines and has established certain provisions for the options of workers engaged in work under a DHS license or registration. In particular, the following information is available for your review:

Wisconsin Admin. Code ch. DHS 157; Subchapter III - Standards for Protection from Radiation
Wisconsin Admin. Code ch. DHS 157; Subchapter X - Notices, Instructions and Reports to Workers

Any other documents your employer must provide, as noted below in “Your Employer’s Responsibility.” These may be found at the following locations

Contact the Radiation Safety Officer: 414-430-7507. Office: Lapham 217

YOUR EMPLOYER’S RESPONSIBILITY

Your employer is required to:
1. Apply these regulations to work involving radiation sources.
2. Post or otherwise make available to you a copy of the
   license, conditions, or documents incorporated in the
   license by reference and amendments, and/or
   registration certificate(s) and operating procedures
   that apply to work you are engaged in and how their
   provisions apply to you.
3. Post any Notice of Violation involving radiological
   working conditions, proposed imposition of civil
   penalties, or orders.

YOUR RESPONSIBILITY AS A WORKER

You should:
1. Know the provisions of Wis. Admin. Code ch. DHS 157
   “Radiation Protection,” the precautions, the operating
   procedures, and the emergency procedures that apply
   to the work in which you are engaged.
2. Observe the provisions for your own protection
   and protection of your coworkers.
3. Report unsafe working conditions and violations of
   the license, registration conditions, and/or
   regulations to your employer or DHS.

WHAT IS COVERED BY THESE REGULATIONS

1. Limits on exposure to radiation and radioactive
   material in restricted and unrestricted areas.
2. Measures to be taken after accidental exposure.
3. Personnel monitoring, surveys, and equipment.
4. Caution signs, labels, and safety interlock
   equipment.
5. Exposure records and reports.
6. Options for workers regarding Department inspections.
7. Related matters.

REPORTS ON YOUR OCCUPATIONAL RADIATION DOSE HISTORY

1. DHS regulations establish occupational limits for
   exposure to radiation and for concentrations of
   radioactive material in air and water. The regulations
   require your employer to give you a written report if you
   receive a dose in excess of any applicable limit. The
   limits on your occupational dose are in § DHS
   157.22(1); (7) and (8). While these are your maximum
   allowable limits, your employer is required to take steps
   to keep your radiation dose as far below limits as is
   reasonably achievable.
2. If the regulations require your employer to
   monitor your radiation exposure:
   a. Your employer must advise you annually of your
      exposure to radiation if the reported dose exceeds
      100mRem or if you request it.
   b. Upon termination of employment, your employer
      must give you a written report of your radiation
      exposure if you request it.

INSPECTIONS

All licensed or registered activities are subject to inspection by the State of Wisconsin, Department of Health Services. Any worker or worker’s representative who believes that violations of Wis. Admin. Code ch. DHS 157 “Radiation Protection,” or the terms of the employer’s license or registration has occurred may request an inspection. The request must be in writing and sent to the address listed below. The request must describe the alleged violation in detail and be signed by you or your representative. During inspections, DHS inspectors may confer privately with workers, and any worker may bring to the attention of the inspectors any past or present condition that he or she believes contributed to or caused a violation as described above, § DHS 157.89(4)

POSTING REQUIREMENTS

Copies of this notice must be posted in every establishment where employees are engaged in activities licensed or registered by the State of Wisconsin, Department of Health Services. Posting must permit employees working in or frequenting any portion of a restricted area to observe a copy on the way to or from their place of employment (§ DHS 157.88).