



INSPECTION REPORT

Licence Holder: National Measurement Institute	Licence Number: S0142
Location inspected: Lindfield, NSW	Date of inspection: 30 Nov 2011
	Report No: R11/14396

This is the record of an inspection conducted under Part 7 of the *Australian Radiation Protection and Nuclear Safety Act 1998* (the Act). The purpose of the inspection was to assess compliance with the Act, the Australian Radiation Protection and Nuclear Safety Regulations 1999 (the Regulations) and licence conditions.

The inspection consisted of discussions with National Measurement Institute (NMI) representatives, audits of training records and other radiation safety related documentation and a physical inspection of the laboratories. The following observations, conclusions and recommendations are based on an analysis of information and evidence obtained during the inspection.

Observations:

- Quarterly reports have been submitted on time with appropriate information.
- Training records indicate that users of controlled material and controlled apparatus have received appropriate training. Copies of training records were provided to the ARPANSA inspector.
- The RSOs on the four NMI sites have monthly meetings. There is an OHS group comprised of the Laser, UV and RF safety officers and the Quality and Safety Manager.
- A number of RF and UV emitting apparatus were inspected and assessed whether they are classed as controlled apparatus or not. The following items were determined not to be controlled apparatus and can be taken off the source inventory: UV water sterilisers - NA103, NA104; spectrophotometers - NA105 and NA111; HPLCs - NA106 and NA107 and biosafety cabinets - NA99, NA100, NA101 and NA102.
- Warning signs were assessed and in some cases were found to be non-standard.
- One of the laser laboratories (B255) has windows on the entrance doors to the laboratory. This is not good practice in a laser laboratory, especially when there are open beams.

Conclusion: At the time of inspection, there was no evidence of non-compliance.

Recommendations: The following improvements to enhance best practice were discussed with licence holder representatives during the inspection:

- Warning signs should be reviewed and updated to ensure that they conform to recommended signage.
- The laser laboratory (B255) has windows on the entrance doors to the laboratory. As there are open beams in the laboratory it is recommended that these windows are kept closed.

Good Practices: The following good radiation practice was identified during the inspection:

- Some of the laser laboratories had laser safety glasses displayed next to the entrance. These safety glasses were clearly marked and the transmission of each filter associated with that particular pair was presented in a comprehensive way.