



## Radiation Health Committee

### Meeting Minutes

- Date:** 12-13 March 2019
- Time:** 9:30 am to 4.30 pm (12 March); 9:30 am to 3:00 pm (13 March)
- Location:** Vibe Hotel Sydney, 111 Goulburn St, Sydney 2000
- Chair:** Roslyn Drummond
- Members:** Ms Fay Bellis (Public Representative); Mr Mark Carey (NSW); Mr Noel Cleaves (VIC); Mr Simon Critchley (QLD); Mr Bradley Feldtman (NT, via phone); Ms Penny Hill (ACT); Dr Bruce Hocking (Member); Ms Amanda Fortanier (SA); Dr Carl-Magnus Larsson (CEO of ARPANSA); Dr Stephen Newbery (TAS); Dr Joanna Wriedt (Nuclear Safety Committee Representative)
- Secretariat:** Dr Samir Sarkar, National Codes & Standards Section, ARPANSA
- Scribe:** Ms Meaghan Partridge
- Apologies:** Ms Hazel Upton
- Invitees:** Mr Ryan Hemsley (ARPANSA) (via phone for items 1.8 and 2.3)  
 Mr Stephen Beaman (NSW Environment Protection Agency) (for item 2.1)  
 Dr Peter Thomas (ARPANSA) (via phone for item 3.1)  
 Dr Rick Tinker (ARPANSA) (for items 3.3, 3.4, 3.8)  
 Mr Garth Sheehy (ARPANSA) (for item 3.9)  
 Mr Loch Castle (ARPANSA) (for item 3.13)  
 Mr Nathan Wahl (ARPANSA) (via phone for item 3.14)  
 Mr Selva Kumar (ARPANSA)  
 Mr John Templeton (ARPANSA) (via phone for item 3.7)
- Observers:** Dr Gillian Hirth (Chief Radiation Health Scientist – ARPANSA, on day 1); Dr Ivan Williams (Chief Medical Radiation Scientist – ARPANSA); Mr Jim Scott (Chief Regulatory Officer – ARPANSA), Ms Tone Doyle (Chief of Staff – ARPANSA, via phone on day 1)

#### 1. Introduction and Standing Items

##### Item 1.1 Welcome by the Chair, introduction of new RHC member Ms Amanda Fortanier (SA)

Chair

The Chair called the meeting to order. On behalf of the RHC and other meeting participants, the Chair thanked Mr Carey for hosting the meeting in Sydney.

The Chair also noted the apology from Ms Upton and welcomed the new member Ms Fortanier onto the RHC as the representative for South Australia.

## Item 1.2 Minutes

Chair

The Chair noted that the minutes from the previous meeting held on 9-10 October 2018 had been confirmed out of session and had been posted on ARPANSA's website.

## Item 1.3 Actions and Business Arising

Chair

The Chair noted that items in the action list had been completed, were in progress or were on the agenda.

## Item 1.4 Correspondence

Chair

The Members noted and discussed the following correspondence:

1. Email from Dr Sarkar to RHC Members regarding an invitation to the launch of the Linear accelerator of the Roger Allison Radiotherapy Quality Centre at ARPANSA's Melbourne facilities on 6 March 2019;
2. Email from SkillsIQ to ARPANSA regarding clarification of qualifications in radiation safety.

The email from SkillsIQ regarding deletion of PSP80216, Graduate Certificate in Radiation Safety, was discussed. The members acknowledged the work done to develop this course and considered the benefit of this course in terms of competency requirements. It was agreed to retain this qualification, and a letter from the RHC should be sent to Skills IQ in this regard.

3. Letter from Dr Larsson, CEO of ARPANSA to Dr Markwitz, Director for Radiation Safety, Health System Improvement and Innovation, NZ Ministry of Health, extending an invitation to attend the RHC as an observer;
4. Letter from Dr Drummond, RHC, to Mr Fletcher, Australian Health Practitioner Regulation Agency regarding consultation on Regulation of Australia's Health Professionals;
5. Email from Sue and Peter Woolford to Dr Sarkar regarding concerns about the process of the NRWFMF; and
6. Letter from Chair of the Radiation Health & Safety Advisory Council (Commonwealth) seeking RHC's input into Council's work on radiation protection and safety in relation to the management of Naturally Occurring Radioactive Material (NORM).

The RHC expressed interest in the NORM activities proposed by the Council and agreed to participate in the NORM work group. Members were requested to send the nomination for the working group to the Secretariat by 22 March 2019.

**Action 1: Chair to reply to SkillsIQ requesting to retain this qualification.**

**Action 2: Chair to reply to Chair of the RHSAC agreeing to RHC participating in the NORM working group.**

**Action 3: Members to forward names of nominees for the NORM working group to the Secretariat by 22 March 2019**

## Item 1.5 Public Interest Issues

Ms Bellis

Ms Bellis advised that she had not received any communication from the public since last meeting.

**Item 1.6 Conflict of Interest Declarations****All Members**

Nil.

**Item 1.7 Feedback from the 14<sup>th</sup> Diagnostic Imaging Advisory Committee – MSAC decision****Dr Williams**

Dr Williams advised that there had been an ongoing conversation with DIAC in relation to mobile X-ray services at aged care facilities. MSAC suggested referring this as a research project to the Medical Research Futures Fund (MRFF). The Members noted the update. Dr Williams stated that he would send the email communication from DIAC to the Secretariat.

After-note: Dr Williams forwarded the email communication from DIAC to the Secretariat on 12 March 2019.

**Item 1.8 International Liaison****Mr Hemsley**

Mr Hemsley provided the following highlights of the international engagement:

- ARPANSA attended the IAEA General Conference, and signed two new MOUs (Memorandum of Understanding) and renewed the MOU with the US Nuclear Regulatory Commission. The new MOUs were signed with the Authority for Nuclear Safety and Radiation Protection (ANVS), the Netherlands, and Thai Office of the Atom for Peace respectively.
- IAEA Safety Standards Committee – IAEA Safety Standards Committees have discussed whether a revision of the IAEA Safety Fundamentals (SF-1) is desirable. Australia supported a revision of SF-1 to provide consistency in principles and provisions with IAEA GSR Part 3, ICRP and UNSCEAR. Work on an IAEA Safety Report looking into the implications for the safety standards of the UNSCEAR 2012 Report to the UN General Assembly will commence.
- Australia has been requested to provide experts for IRRS Missions to Indonesia, Japan, Germany and Norway.
- Dr Larsson and Ms Wigney (ARPANSA) will travel to Vienna for the Convention on Nuclear Safety (CNS) turnover meeting and Officers' training noting that Dr Larsson has been appointed as a Vice-President and Ms Wigney a rapporteur.
- ARPANSA will coordinate Australia's National Report to the 8<sup>th</sup> Review Meeting under the terms of the CNS.

**Item 1.9 General Information – Update on Joint External Evaluation and National Action Plan****Dr Hirth**

Dr Hirth informed that Australia's National Action Plan for Health and Security (NAPHS) (2019-2023) was published in December 2018. She provided the status of the three actions (Actions 64-66) resulting from the Joint External Evaluation (JEE) of Australia's core capacities relevant to the International Health Regulations 2005 (IHR). Dr Hirth informed that preliminary discussions were held with SA and VIC on participation in upcoming radiation incident training/exercises, and there would be more engagement with jurisdictions in this regard. Mr Carey stated NSW's interest in participating.

Dr Hirth stated that ARPANSA was strengthening relationship with the Australian Maritime Safety Authority (AMSA) in relation to emergency planning and response. Radiation Health Services (ARPANSA) will engage with RHC members on this matter.

The RHC discussed how hospitals would deal with an emergency. Dr Hirth stated that the issue was identified and discussed at the Emergency Exposure Guide at a workshop in Melbourne.

## 2. National Uniformity

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### Item 2.1 NSW Radiation Regulatory Framework

Mr Carey/Mr Beaman

Mr Stephen Beaman, Executive Director Hazardous Incidents and Environmental Health at NSW Environment Protection Agency (EPA), presented an overview of arrangements for Radiation Protection in NSW, and the role of the NSW EPA. He outlined the key elements of a risk-based regulator. Mr Beaman indicated that there were well-established mechanisms for communication with NSW Department of Health to share information related to radiation health and radiation protection.

The licence user profiles and the radiation incidents reported during 2014 – 2018 were discussed. Mr Scott suggested that recording the incidents through the Australian Radiation Incident Register (ARIR) would be useful for trend analysis and Mr Beaman agreed to that suggestion. Mr Beaman also briefly outlined the enforcement approach of NSW EPA. The RHC thanked Mr Beaman for his comprehensive presentation.

### Item 2.2 RRN Update

Dr Newbery/Mr Kumar

Dr Newbery provided an update on the projects whose priorities were endorsed by the RHC in October 2018. These projects were related to equipment approval process, competency standard and exemption requirements. He presented the template used for the assessment of X-ray apparatus. The work was progressing for further improvement and four jurisdictions have used this assessment method. Regarding exemption of authorisation, he referred to the IAEA GSR Part3 exemption method. The RRN is currently looking at providing the best possible advice to the stakeholders and have had eight interactions with industry.

### Item 2.3 IRRS Mission to Australia

Mr Hemsley

Mr Hemsley provided an overview of the recent IRRS Mission and advised that he had forwarded an email to all jurisdictions when the final report was received. The report noted 4 good practices, and 23 recommendations and 12 suggestions for improvement. Recommendations and suggestions have been addressed to various Australian governments and regulatory bodies. The recommendations and suggestions are grouped in the following way:

- Two recommendations to the Australian governments
- Seven recommendations and three suggestions to nine jurisdictions
- Four recommendations and two suggestions to collective regulatory bodies
- Two recommendations and one suggestion to the state/territory jurisdictions
- Eight recommendations and six suggestions to ARPANSA

In order to address the recommendations and suggestions of the IRRS Report, Mr Hemsley suggested the following steps:

- Different bodies and agencies will need to determine ownership of the various recommendations and suggestions

- Recommendations addressed to Australian Government allocated through inter-department letter and subsequent IDC
- enHealth provides an avenue for recommendations for all jurisdictions to be progressed, with technical input from the Radiation Health Committee

Some of these recommendations will have funding implications and their feasibility will need to be assessed.

An IRRS follow-up mission is expected to take place in the 2021-22 financial year to check progress against the recommendations and suggestions.

**Note - this will be a standing item on the RHC agenda.**

**Item 2.4 Implementation of RHC's strategy on national uniformity Dr Newbery/Mr Cleaves**

During discussion on national uniformity, Dr Newbery provided background information about the evolution of the NDRP, which was amended seven times since 2004. In 2016, it was decided to prepare the 2<sup>nd</sup> edition of the NDRP, which was approved at the RHC meeting in July 2018. The 2<sup>nd</sup> Edition of the NDRP was subject to public comments, and was updated incorporating stakeholder comments and other comments made by the Members for further improvement of this document. The updated 2<sup>nd</sup> Edition of the NDRP was endorsed by the Members out of session.

The CEO of ARPANSA presented the updated 2<sup>nd</sup> Edition of the NDRP at the enHealth meeting on 28 February 2019 for guidance on preferred governance arrangements for the NDRP 2<sup>nd</sup> Edition. Discussion on governance arrangements is presented below under Item 2.5.

**Item 2.5 Governance arrangements and issues for national uniformity and upcoming workshop in SA Dr Newbery/Ms Fortanier**

The Members noted that enHealth suggested holding a workshop to discuss the governance arrangements for the NDRP 2<sup>nd</sup> Edition and strategic issues possibly in May 2019. It was agreed to form a working group for a planning meeting for discussion on the desired outcomes from the workshop. The working group will comprise Dr Stephen Newbery, Mr Noel Cleaves, Dr Carl-Magnus Larsson, Ms Amanda Fortanier, Mr Mark Carey, ARPANSA's Office of the CEO and Mr Selva Kumar.

**Decision 1: A working group was formed to discuss the desired outcomes from the workshop.**

**Action 4: Working group to meet and discuss the desired outcomes from the workshop.**

**Item 2.6 NDRP 2<sup>nd</sup> Edition update Dr Newbery/Mr Kumar**

Discussion took place on the NDRP approval process. It was anticipated that the approval process may involve enHealth, and the NDRP was being prepared for approval by the AHMAC (Australian Health Ministers' Advisory Council)/CHC (COAG Health Council) through enHealth/AHPPC (Australian Health Protection Principal Committee). It was informed that enHealth expressed interest in the NDRP amendment and revision, and Code development process. Dr Larsson stated that ARPANSA had done a large amount of work in this regard, which will help to put the available information in the form of a package for enHealth. The Members discussed the recommendations from the IRRS Mission related to national uniformity and it was agreed to incorporate relevant IRRS recommendations into the NDRP 2<sup>nd</sup>

Edition. The updated 2<sup>nd</sup> Edition of the NDRP incorporating the IRRS recommendations is aimed to be tabled at the RHC meeting in July 2019.

**Decision 2: The revised NDRP 2<sup>nd</sup> Edition to incorporate relevant IRRS recommendations.**

**Decision 3. NDRP Peer review programme will continue as previously agreed and planned**

**Action 5: The revised NDRP 2<sup>nd</sup> Edition incorporating the IRRS recommendations to be tabled at the RHC meeting in July 2019.**

**Item 2.7 RHC Project update**

**Dr Sarkar**

Dr Sarkar presented an update on progress of the current RHC Projects. He also presented the revised Project and Document Plan, which was used for RHC projects such as development of Codes and Guides, for comment and approval. The Members approved the revised Project and Document Plan. It was agreed to place RHC projects on GovTeams and the ARPANSA website as well for better visibility.

**Decision 4: Revised Project and Document Plan was approved.**

**Action 6: Secretariat to organise to place the RHC Projects on ARPANSA website.**

**Item 2.8 Prioritisation of revision of RPS and RHS Documents**

**Dr Sarkar/Mr Kumar**

Regarding the IAEA Safety Fundamentals, see agenda item 1.8. Dr Hirth informed that WHO plans for publication of Safety Fundamentals for non-ionising radiation, with ARPANSA as a contributor.

The RHC review cycle for RHS and RPS documents was discussed, and the Members discussed the suitability of a 5-year or 10-year cycle. Considering the period of development of a document and the time required for implementation of a Code, a 10-year cycle was agreed. The Members advised the Secretariat to develop/amend relevant procedures and report at the RHC meeting in July 2019.

The Members discussed the draft priority list for revision of the RPS and RHS documents. The Members advised the Secretariat to finalise the priority list for the revision of RPS and RHS documents.

**Decision 5: RHC to review each Code 10 years after its adoption or whenever there is a significant change requiring consideration.**

**Decision 6: ARPANSA to be actively engaged in the development of relevant emerging international standards.**

**Action 7: Secretariat to develop/amend procedures for managing the review of RPS and RHS documents, and for prioritisation of revision of such documents, and report at the RHC meeting in July 2019.**

**Action 8: Secretariat to develop a priority list, through the RRN, for the revision of RPS and RHS documents and report at the RHC meeting in July 2019.**

**Item 2.9 Development of future RPS Codes**

**Dr Newbery/Mr Cleaves**

Dr Newbery presented an approach to developing user-friendly practice-specific Codes in an efficient and effective manner. He referred to the results of ARPANSA's mapping exercise of RPS and RHS documents

against available IAEA documents, and the work of Mr Cleaves on an examination of the Planned Exposure Code (PEC) and its implications for various radiation practices. He stated that both projects would be useful for the development of future RPS Codes.

Dr Newbery presented a template for a practice specific code. To achieve the objective of a practice specific code the following hierarchy of controls were suggested:

- adherence to a radiation management (safety) plan developed by the responsible person.
- performance specifications for use of sealed radioactive sources in <name of practice>
- an examination of exposure scenarios from foreseeable emergencies
- ensuring the security of sealed radioactive sources when being used, transported or stored

Dr Newbery briefly described the elements of a Radiation Management Plan, in terms of the *Planned Exposure Code 2016*, for a practice specific Code.

The Members considered the benefit of practice specific Codes and agreed to revise RHS 28 (Code of Practice for the Safe Use of Sealed Radioactive Sources in Borehole Logging) using the suggested template.

**Decision 7: Revision of RHS 28 using the template presented by Dr Newbery was approved. This is to serve as a trial for reviewing practice specific codes in the future.**

**Action 9: Mr Kumar to prepare the OBPR preliminary assessment for RHS28.**

**Action 10: A working group be formed to revise RHS 28. Members to be Stephen Newbery, Simon Critchley and other nominees**

### 3. RHC Work Program

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#### Item 3.1 Medical Exposure Code (MEC), Radiation Protection Series (RPS) C-5 Mr Critchley/Dr Thomas

Dr Thomas provided the updated status of the MEC including resolution of consultation comments and the revised text of the Code. He also informed that the MEC working group held discussion with the Australasian College of Physical Scientists and Engineers in Medicine and the Australian Society of Medical Imaging and Radiation Therapy to discuss the issues raised in their comments on the MEC, including the use of the term 'medical physicist'. Revised glossary definitions were discussed. The working group suggested to include a requirement that measuring instruments be calibrated at approved intervals. Dr Thomas informed the Members about a number of comments around the requirement for 'consultation' between the radiological medical practitioner and the referrer in the process of justifying a medical exposure. The working group addressed this concern by adopting the suggested word 'communication'. A number of comments were related to the requirement for the provision of information on risk and benefit to the patient and a desire to include patient consent, which were addressed in the revised draft MEC.

The Members discussed whether changes resulted from incorporation of stakeholder's comments should require OBPR's endorsement. It was agreed that there is no significant impact of the changes resulting from stakeholders' comments.

Dr Larsson informed that he had requested the Council's view on the MEC acknowledging their significant expertise in this area, and informed that the Council had endorsed the Code, subject to only minor edits and that no major further changes were introduced during the RHC meeting. The Radiation Protection

Series C-5 will supersede Radiation Protection in the Medical Applications of Ionizing Radiation, Radiation Protection Series Publication (RPS) No. 14, 2008 once published.

The Members considered that a compliance guidance document would be useful for implementation of the MEC and agreed to prepare this guidance document. A working group comprising representatives from Victoria, Tasmania and Queensland, and Dr Thomas and Mr Marks of ARPANSA was formed for preparing this guidance document. The working group will prepare a project and document plan, using the revised template, for approval out of session and report the progress on this document at the RHC meeting in July 2019.

The Members approved the responses to the consultation comments, and the updated MEC subject to the preparation of the compliance guidance document.

The Members acknowledged the work of Dr Peter Thomas and Mr Paul Marks and gave them a vote of thanks for their work.

**Decision 8: Publication of responses to comments received during consultation was approved.**

**Decision 9: Medical Exposure Code was approved for publication as RPS C-5, which will supersede RPS 14 once published.**

**Decision 10: A working group was formed for preparation of a guidance document on compliance with the MEC for the users regarding implementation of the MEC.**

**Action 11: Working group to prepare a project and document plan, using the revised template, for approval out of session and report the progress on this document at the RHC meeting in July 2019.**

**Item 3.2      Emergency Exposure Guide, Radiation Protection Series (RPS) G-3      Dr Hirth/Dr Tinker**

Dr Tinker presented the updated draft Emergency Exposure Guide incorporating resolution of stakeholders' comments. He informed that the guide will now have two parts. Part 1 will cover the Framework and Part 2 will cover Planning, Preparedness, Response and Transition. He also stated that an 'Online Glossary' would be developed in relation to the Emergency Exposure Guide, which is discussed under Item 3.3. The Members discussed the updated draft and suggested some minor editorial changes to improve the document.

Dr Tinker informed that the Guide was presented at the Council meeting on 5-6 March 2019 for their view and that the Council had provided an in-principle endorsement, subject to only minor amendments following the RHC meeting.

The Members approved publication of the Emergency Exposure Guide and of the responses to the comments received during consultation. The Emergency Exposure Guide, RPS G-3, will supersede the Radiation Protection Series (RPS) No. 7 Recommendations for Intervention in Emergency Situations Involving Radiation Exposure (2004) once published.

The Members acknowledged the work of the working group in preparing the Emergency Exposure Guide.

**Decision 11: Emergency Exposure Guide was approved for publication as RPS G-3, which will supersede RPS 7 once published.**

**Decision 12: Publication of responses to comments received during consultation was approved.**

**Item 3.3 Online RPS Glossary**

**Dr Tinker**

Dr Tinker presented an agenda paper for publishing an online RPS Glossary in order to harmonise terminology and usage of technical terms used in all RPS publications and to have the ability to update terms as required. He pointed out that currently terms are explained in various RPS documents that makes it difficult to maintain consistency. Dr Tinker suggested publishing the RPS online glossary initially applicable to the Emergency Exposure Guide noting that the long-term goal will be a single glossary for all RPS and RHS documents. The Members noted the benefit of having an online glossary and agreed, in principle, with the concept.

As part of the document-management process, the Members considered the benefit of having a governance and administrative process for the online glossary and suggested ARPANSA to develop an administrative plan in this regard.

The Members approved the publication of online glossary for the Emergency Guide. However, the Members agreed that the NDRP glossary would remain in that document and be consistent with online glossary.

**Decision 13: Publication of online glossary for the Emergency Exposure Guide was approved.**

**Action 12: ARPANSA to develop a Governance and administrative plan for the online glossary and present at the RHC meeting in July 2019.**

**Item 3.4 Cosmetic laser and IPL Injury Register**

**Mr Critchley/Dr Tinker**

Dr Tinker informed that ARPANSA had published an Advisory Note on 'Lasers, IPL sources and LED phototherapy in the cosmetic and beauty therapy industry' on ARPANSA's website. This advisory note provides an overview of the current state of regulatory oversight for the use of light-based devices in the cosmetic industry and some of the risks and challenges involved with cosmetic treatment provision.

The Chair suggested having a register similar to the register for ionising radiation (Australian Radiation Incident Register, ARIR). Dr Tinker stated that the register is available at jurisdictional level but not a centralised register similar to the ARIR, and more work was needed in this area. The Members requested to provide an update on IPL annually, and agreed to retain this item in the agenda.

The Members acknowledged the work of Mr David Urban in preparing this Advisory Note.

**Action 13: ARPANSA to provide an annual update on IPL at the RHC.**

**Item 3.5 Reviews of RPS 3, Radiation Protection Standard for Maximum Exposure Levels to Radiofrequency Fields - 3 kHz to 300 GHz**

**Dr Hocking**

Dr Hocking provided an update on RPS 3. He informed that the updated draft RPS 3 was circulated to the Members for review, and comments were received from Queensland. The Members noted that RPS3 would be further updated following the publication of the revised ICNIRP guidelines. It will then be sent to targeted stakeholders for comment. Dr Hocking stated that the RIS process for RPS3 was under way.

Dr Hocking suggested the Haynes Royal Commission raised challenges for the role of regulators in general.

It was noted that there was lack of clarity regarding the various regulators related to NIR and it would be useful if a mapping exercise were undertaken. Dr Hocking stated that Appendix 2 of the RPS3 needed revision to better identify the relevant regulators. The working group will undertake a mapping exercise of NIR spectrum regarding regulators and appropriate revision of Appendix 2, and will report at the RHC meeting in July 2019.

**Action 14: Working group to undertake a mapping exercise of non-ionising radiation regulation in Australia and as appropriate better inform Appendix 2 of the RPS3, and report at the RHC meeting in July 2019.**

**Item 3.6 Guidance on the concept of risk (RPS C-3 – Code for Disposal Facilities for Solid Radioactive Waste)**

**Dr Larsson**

Dr Larsson presented the draft Advisory Note on dose and risk criteria to supplement RPS C-3 (Code for Disposal Facilities for Solid Radioactive Waste), which was published last year. It was suggested to include the following sentence to the Advisory Note.

The Members endorsed the Advisory Note subject to minor editorial changes and clarification.

**Decision 14: The Advisory Note supporting RPS C-3 was endorsed.**

**Item 3.7 WG update on discrepancies between RPS 20 and IAEA GSG-1**

**Mr Critchley/Dr Sarkar/ Mr Templeton**

Dr Sarkar and Mr Templeton provided an update on revision of RPS 20 noting that the results of mapping exercise of RPS 20 against IAEA GSG-1 identified some discrepancies, which were presented at the last RHC meeting in October 2018. They informed that the working group had two meetings to discuss these discrepancies and identified the following four issues that should be addressed.

1. RPS-20 needs to be revised so that Table 1 only includes examples of disused sources consistent with GSG-1;
2. RPS-20 needs to provide concentration values for low level solid waste;
3. RPS-20 needs to provide concentration values for very low level waste; and
4. RPS-20 needs clarification for improved user experience.

Mr Templeton explained how these four issues would be addressed in the revised RPS 20. It was aimed to prepare a revised draft RPS 20 by 30 June 2019. A work plan for revision of RPS 20 was submitted for approval of the RHC.

The Members noted that the revised Safety Guide would be renumbered to fit with the current classification of publications in the RPS series.

The Members approved the work plan. The working group will report progress on the revision of RPS 20 at the RHC meeting in July 2019.

**Decision 15: The Members approved the work plan for revision of RPS 20.**

**Action 15: Working group to circulate the revised draft RPS 20 by 30 June 2019 and report the progress at the RHC meeting in July 2019.**

**Item 3.8 Australian National Radiation Dose Register****Dr Tinker**

Dr Tinker provided an update on the Australian National Dose Register (ANRDR). He tabled a draft Memorandum of Understanding (MOU) for comment and approval. He described the benefits of regulator access to the ANRDR, and the funding model that was also discussed at a previous RHC meeting. Dr Tinker suggested that it could be a single MOU or MOU with each jurisdiction.

The Members discussed benefits and challenges that may be encountered related to the ANRDR. Mr Cleaves suggested having a shared vision for the ANRDR to better support its implementation and other members agreed to this suggestion. Dr Larsson pointed out that the ANRDR could be used as a soft tool for optimisation of radiation protection.

The Members emphasised the need to have a long-term vision, and clear provisions of ownership, privacy issues and mechanisms for inputting data.

The Members agreed to establish a working group to work on the purpose and long-term vision, ownership issues and governance arrangements for the ANRDR before making any decision on the MOU.

A working group was formed comprising Mr Cameron Lawrence (ARPANSA), Mr Glen Riley (Vic), and representatives from NSW, Qld and NT to work on the purpose and long-term vision, ownership issues and governance arrangements for the ANRDR.

**Decision 16: Approval of the MOU was deferred, and a working group was established to work on the purpose and long-term vision, ownership issues and governance arrangements.**

**Action 16: Working group to report on progress of work on the purpose and long-term vision, ownership issues and governance arrangements and report at the RHC meeting in July 2019.**

**Item 3.9 Radiation Security Background Checking Framework****Mr Carey/Mr Castle/Mr Sheehy**

Messrs Carey, Castle and Sheehy presented the updated status on Security Background Checking Framework and a draft letter from the RHC Chair to the Department of Health for consideration. They informed that relevant agencies were supportive of the proposed framework.

The Members agreed to send the letter to the Department of Health.

**Decision 17: Draft letter from the RHC Chair to the Department of Health was approved**

**Item 3.10 Revision of Code: Safe Transport of Radioactive Material, RPS C-2 (Rev. 1) 2019 Edition****Dr Sarkar**

Dr Sarkar provided an update on the publication of RPS C-2 (Rev. 1) 2019 Edition. He informed that the Code was presented at the Council meeting on 5-6 March 2019 for advice, and that the Council had endorsed the Code. He also stated that the Code was expected to be published on ARPANSA's website the following week, and he would send the link to RPS C-2 once published. The Transport Code RPS C-2 (Rev. 1) 2019 Edition will replace RPS C-2 2014 Edition once published. The Members noted the update on RPS C-2.

**Action 17: Secretariat to forward link to RPS C-2 2019 Edition when placed on ARPANSA website.**

**Item 3.11 Guide: Closure Criteria for Mines****Mr Feldtman**

Mr Feldtman informed that he was currently preparing an outline reference document. He stated that the draft terms of reference, scope and work plan would be prepared before the RHC meeting in July 2019. He also informed that he was examining the suitability of case studies to be included in the document.

**Action 18: Mr Feldtman to present the draft terms of reference and the work plan at the RHC meeting in July 2019.**

**Item 3.12 Accreditation of Personal Dosimetry Service Providers****Mr Cleaves**

Mr Cleaves provided an update on the development of a draft accreditation scheme. He informed that draft accreditation guidelines had been developed and will be referred to the next meeting of the RRN for discussion. Feedback from the RRN will be incorporated for further improvement of the guidelines. Mr Cleaves referred to the complexities between overseas based manufacturers of devices and locally based service providers that need to be addressed. The concept of providing PRMS data to the ANRDR was being considered taking into account the legal implications including the privacy issues. After obtaining feedback from the RRN, feedback from the existing PRMS providers based in and outside Australia will be sought.

**Action 19: Mr Cleaves to update the progress of the PRMS service providers' accreditation at the RHC meeting in July 2019.**

**Item 3.13 Sealed Source Register****Mr Carey/Mr Castle**

Mr Carey and Mr Castle provided the updated status of the Sealed Source Register (SSR) project. At the last RHC meeting it was agreed to establish an SSR working group. The working group had discussed a staged approach that identifies purpose, scope and delivery options. The working group had prepared a draft National SSR Analysis Framework.

The Members raised a number of issues related to privacy, technical aspects, differing regulations, resourcing, ownership and administration of the register.

Mr Castle requested the Members to send their feedback to him by 31 March 2019. The Members advised the working group to revise the framework incorporating feedback, and report at the RHC meeting in July 2019.

**Action 20: The Members to provide feedback to Mr Castle by 31 March 2019.**

**Action 21: The working group to present the revised framework at the RHC meeting in July 2019.**

**Item 3.14 Canadian Nuclear Safety Commission processes for capturing sealed source information****Mr Wahl**

Mr Wahl informed the Members about the Canadian Nuclear Safety Commission's (CNSC) system for capturing sealed source information. He described the features of the Canadian system including the tracking mechanism and notification requirements during the complete lifecycle of the sealed sources. Mr Wahl also informed that CNSC was working towards an integrated system using a commercially available product that would be customised to their needs. The Members noted CNSC's process for capturing sealed source information.

## 4. General Information Items

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### Item 4.1 ANSTO Health Incident update

Mr Scott

Mr Scott provided an update on ANSTO Health Implementation Plan. ARPANSA has received an updated Action Plan from ANSTO, which is currently undergoing ARPANSA's assessment.

### Item 4.2 Nuclear Safety Committee (NSC) Update

Dr Wriedt

Dr Wriedt informed that two members of the Independent review team that had looked into safety practices at ANSTO Health provided an overview of the report, their findings and their proposed priorities among the recommendations. These included the importance of organisational changes relating to executive accountabilities for safety, improvements in management of human resources, the establishment of an effective no-blame culture, and more frequent and meaningful presence of management in the frontline workplace.

Dr Wriedt also informed that the ANSTO Nuclear Medicine Facility had completed the hot commissioning process.

## 5. General Information Items

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### Item 5.1 Any other business

Chair

#### Item 5.1.1 *Amendment to the dose limits in the Planned Exposure Code based on the IRRS recommendations*

Dr Larsson

Dr Larsson advised that the *Planned Exposure Code* (PEC) did not specify the arrangements for protection and safety for persons more than 16 years of age but under 18 years of age. He stated that this omission was not consistent with the IAEA GSR Part 3 that was identified in the IRRS review. The Members considered that inclusion of this requirement in the PEC could be done through a minor amendment and would have minimum regulatory impact. It was agreed to make this amendment to the PEC and circulate to the Members out of session.

**Decision 18: PEC would be amended to include the dose limits for age group of 16 years to under 18 years.**

**Action 22: ARPANSA to draft the amendment and circulate to the Members out of session for comment.**

#### Item 5.1.2 *List of Historical RHC Statements*

Mr Critchley

Considering that some Statements were prepared a while ago, the Members agreed to review all the RHC statements to examine their applicability and structure, and should be updated as required. Review of the RHC Statement should be part of Item 2.8.

**Decision 19: Review of the existing RHC Statements were agreed to.**

**Action 23: ARPANSA to review of all RHC Statements and report at the RHC meeting in July 2019.**

**Action 24: Project listed under Item 2.8 of this agenda (Document management) be expanded to include document management of RHC statements and advisory information.**

***Item 5.1.3 Termination of Govdex***

**Dr Sarkar/Ms Partridge**

The Committee was given an overview of the new GovTEAMS, which had replaced Govdex.

***Item 5.1.4 IAEA draft documents***

**Dr Sarkar**

Dr Sarkar advised that since the last meeting there were a number of documents published and/or in the process of publication that would be useful for reviewing RPS and RHS documents.

***Item 5.1.5 Public Consultation on Draft revised Professional Capabilities for Medical Radiation Practice***

**Dr Newbery**

Dr Newbery informed that the Medical Radiation Practice Board (MRPB) Australia had begun public consultation on the revised professional capabilities for medical radiation practice, and submission of comments would close on 26 April 2019. Dr Williams stated that ARPANSA was approached for comments and ARPANSA was preparing a submission on the revised professional capabilities. The Members considered that it would be useful to send a response from the RHC to the MRPB on the revised professional capabilities and requested ARPANSA to share its response to the MRPB.

**Decision 20: RHC to send a response to the MRPB on the revised capabilities for medical radiation practice.**

**Action 25: Dr Newbery and Mr Critchley to prepare a draft response for the RHC and circulate to the Members by mid-April.**

***Item 5.2 Next Meeting – July 2019***

**Chair**

The next RHC meeting will be held on 2-3 July in Brisbane at the invitation of the Queensland Department of Health.