

Delegation of Authority

Memo

To: Radiation Safety Officer

From: _____, Management Name and Title

Subject: Delegation of authority

You, _____, have been appointed Radiation Safety Officer and are responsible for ensuring the safe use of radioactive material. You are responsible for the following:

- Managing the Radiation Protection Program
- Identifying radiation protection problems
- Initiating, recommending, or providing corrective actions
- Verifying implementation of corrective actions
- Stopping unsafe activities
- Ensuring compliance with regulations

You are hereby delegated the authority necessary to meet those responsibilities in Title 25 Texas Administrative Code Section 289.252(f)(3), including prohibiting the use of radioactive material by employees who do not meet the necessary requirements and shutting down operations where justified to maintain radiation safety.

You must notify management if staff does not cooperate and does not address radiation safety issues. In addition, you are free to raise issues with the Texas Department of State Health Services at any time.

We estimate you will spend _____ hours per week conducting radiation protection activities.

Signature of Management Representative

Date

I accept the above responsibilities.

Signature of Radiation Safety Officer

Date