

License Number: _____

Licensee Name: _____

Delegation of Authority for Radiation Safety Officer (RSO)

Memo To: Radiation Safety Officer
From: Chief Executive Officer
Subject: Delegation of Authority

You, _____, have been appointed Radiation Safety Officer (RSO) and are responsible for ensuring the safe use of radiation. You are responsible for managing the Radiation Protection Program (RPP); identifying radiation protection problems; initiating, recommending, or providing corrective actions; verifying implementation of corrective actions; stopping unsafe activities; and ensuring compliance with regulations. You are hereby delegated the authority necessary to meet those responsibilities, including prohibiting the use of radioactive material by employees who do not meet the necessary requirements and shutting down operations when justified for radiation safety. You are required to notify management of situations where staff are not cooperating and not addressing radiation safety issues. In addition, you are free to raise issues with the California Department of Public Health (CDPH), Radiologic Health Branch (RHB) at any time. You will directly manage the RPP and be physically present at this facility (and any other use locations listed on the Radioactive Materials License) when necessary to ensure that radiation protection activities are performed.

*Signature of Management Representative	Print Name	Title	Date

I accept the above responsibilities:

Signature of Radiation Safety Officer	Print Name	Date

cc: Affected department heads

*Examples of management representatives with signature authority are: Owner, Chief Executive Officer, Chief Financial Officer, Chief Operating Officer, President or Vice President of the organization.