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Aerospace Medicine

**MANAGING RADIOACTIVE MATERIALS IN
THE USAF**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFD 40-2, *Radioactive Materials (Non-Nuclear Weapons)*. It establishes procedures for the control of radioactive materials used by non-Air Force organizations on Kadena Air base. It defines the internal coordination through appropriate base agencies of planned contractor activities, approval procedures and authority, and notification and oversight responsibilities. This fulfills the requirements of AFI 40-201, *Managing Radioactive Materials in the USAF*, paragraph 1.21.3.

SUMMARY OF REVISIONS

This publication supersedes all previous 18 WG publications concerning the managing of radioactive materials by non-Air Force organizations. The names of the program operator and certifier have been changed. A “[” indicates revised material since the last edition.

1. Policy: The 18th Aerospace Medicine Squadron Bioenvironmental Engineering Flight (18 AMDS/SGPB) manages the Radioactive Material Program for the Kadena Air Base complex. Host and tenant units are responsible for planning, developing, and maintaining the control of their radioactive material.

2. Definition:

2.1. Unit Contracting Officer is the person (host or tenant unit) responsible for directing or monitoring operations on property which is under the authority of the 18th Wing.

2.2. The Base Bioenvironmental Engineer will be the Base Radiation Safety Officer (RSO).

3. Responsibilities:

3.1. Unit Contracting Officer will:

- 3.1.1. Notify all contractors planning to conduct operations on the Kadena Air Base complex to identify radioactive material that will be used in test equipment, monitoring devices, or any other item to fulfill contract obligations.
 - 3.1.2. Direct questions regarding radioactive materials to the base RSO at DSN 634-4752.
 - 3.1.3. Submit the contractor's information regarding use of radioactive material to the base RSO.
 - 3.1.4. Monitor the contractor's compliance with the RSO's written stipulations.
 - 3.1.5. Notify the RSO of any incident or accident involving a contractor's radioactive material.
 - 3.1.6. Provide written notice to the RSO when radioactive materials are no longer used on Kadena Complex.
- 3.2. The base RSO will provide the unit contracting officer written approval with stipulations regarding monitoring of the contractor's radioactive material.
- 3.3. Contractors will:
- 3.3.1. Submit to the unit contracting officer: The following information 45 days prior to commencing work.
 - 3.3.1.1. Evidence of a valid Nuclear Regulatory Commission (NRC) license or permit.
 - 3.3.1.2. Copy of an NRC Form 241, or a similar form (such as a letter), listing the specific licensable items the contractor wishes to use on the Kadena Air Base Complex.
 - 3.3.1.3. Japanese contractors must have proof of a valid license or similar approval from the Government of Japan to possess and use radioactive materials on Kadena Air Base Complex (Reference: The Law Concerning Prevention of Radiation Hazards Due to Radio-Isotopes, etc., Law No. 167, Jun 10, 1957 and subsequent revisions).
 - 3.3.2. Notify the contracting officer when their radioactive materials are no longer used on the Kadena Air Base Complex.
 - 3.3.3. Notify immediately the contracting officer of any incident or accident involving their radioactive material.

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