



NOTICE TO EMPLOYEES

STANDARDS FOR PROTECTION AGAINST RADIATION

In radiation protection rules adopted under 290 IAC 3, the Indiana Department of Homeland Security (IDHS) has established standards for your protection against radiation hazards.

WHAT IS THE INDIANA DEPARTMENT OF HOMELAND SECURITY?

IDHS is a state regulatory agency responsible for licensing, registering and inspecting uses of ionizing radiation including radioactive materials.

YOUR EMPLOYER'S RESPONSIBILITY

Your employer is required to:

1. Apply the radiation protection rules to all work involving sources of radiation.
2. Post or otherwise make available to you a copy of the regulations, notices of violations, registration certificates, licenses and operating procedures that apply to your work in which you are engaged and explain the provisions to you.

YOUR RESPONSIBILITY AS A WORKER

You should familiarize yourself with the provisions of the rules and the operating procedures that apply to your work. You should observe the rules for your own protection and protection of your coworkers. You should report any unsafe working conditions or violations of the license or registration to your employer and/or to IDHS.

WHAT IS COVERED BY THESE REGULATIONS

1. Limits on exposure to radiation and radioactive materials in restricted and unrestricted areas;
2. Measures to be taken after accidental exposures;
3. Personnel monitoring; surveys and equipment;
4. Caution signs, labels, and safety interlock equipment;
5. Exposure records and reports; and
6. Related matters.

REPORTS ON YOUR OCCUPATIONAL RADIATION DOSE HISTORY

The rules require your employer make available to you the information in your dose records (as maintained under the provisions of 290 IAC 3-1 and 290 IAC 3-2). In addition, your employer is required to provide you with an annual report of the dose you received in that monitoring year if the dose exceeds 100 mrem total effective dose equivalent, 100 mrem to any individual organ or tissue, or if you request an annual report. Your employer is required to take steps to keep your radiation exposure as low as reasonably achievable.

INSPECTIONS

The Radioactive Materials Control Program may inspect all licensed or registered activities. Any worker or representative of workers, who believes that there is noncompliance of 290 IAC 3, the regulations issued thereunder, or the terms of the employer's license or registration regarding radiation working conditions in which the worker is engaged, may request an inspection of the alleged violations to IDHS. During inspections, agency inspectors may confer privately with

workers, and any worker may bring to the attention of the inspectors any past or present condition that the individual believes contributed to or caused any violations.

HOW TO CONTACT IDHS

Talk to an inspector on-site or call or write to IDHS. You can email safety concerns to rmcp@dhs.in.gov. You can also call the watch desk at (317) 232-2222 which has 24-hour operations.

HOW TO FILE A DISCRIMINATION COMPLAINT

If you believe that you have been discriminated against for bringing violations or safety concerns to IDHS or your employer, you may file a complaint with IDHS, the U.S. Department of Labor (DOL), or appropriate state entities. If you desire a personal remedy, a complaint may be filed with the DOL pursuant to Section 211 of the ERA or with appropriate state entities. Your complaint must describe in detail the basis for your belief that the employer discriminated against you on the basis of your protected activity, and it must be filed in writing either in person or by mail within 180 days of the date of the alleged discriminatory action or the date you received any notice, in writing or otherwise, of an adverse personnel action, whichever occurred first. Additional information is available at the DOL web site at www.osha.gov. Filing an allegation, complaint, or request for action with IDHS does not extend the requirement to file a complaint with the DOL within 180 days. You may also check your local telephone directory for the address and telephone number of the appropriate OSHA Regional office. If your complaint involves a violation of Section 211 of the ERA by your employer, the DOL provides a process for obtaining a personal remedy. The DOL will notify your employer that a complaint has been filed and will investigate your complaint.

If the DOL finds that your employer has unlawfully discriminated against you, it may order that you be reinstated, receive back pay, or be compensated for any injury suffered as a result of the discrimination and be paid attorney's fees and costs. Relief will not be awarded to employees who engage in deliberate violations of the Energy Reorganization Act or the Atomic Energy Act.

If IDHS or the DOL finds that unlawful discrimination has occurred, IDHS may issue a Notice of Violation to your employer, impose a fine, or suspend, modify, or revoke your employer's IDHS' license.

POSTING REQUIREMENTS

Copies of this notice shall be posted in a sufficient number of places in every establishment where employees are working with radiation that are licensed or registered by IDHS to permit employees working in or frequenting any portion of a restricted area to observe them on the way to or from their place of employment. Each posted copy must be conspicuous and replaced if defaced or altered.