# Appointment as a Radiation Protection Supervisor (RPS) or Deputy Radiation Protection Supervisor (Deputy RPS)

Date: Click or tap to enter a date.

Dear RPS NAME,

This letter is to formally confirm your appointment as a Radiation Protection Supervisor (RPS) or Deputy RPS for the areas listed below at the University of Edinburgh in accordance with the Ionising Radiations Regulations 2017 (IRR17).

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| Area(s) covered by appointment: |
| * List building/School/floor as appropriate |

And for the following radiation sources:

|  |
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| * Insert radiation application / source (e.g. irradiator, sealed sources, unsealed sources, etc. |
|  |
|  |

Your general responsibilities are to ensure that all persons working with ionising radiation observe the Local Rules and that they comply with the IRR17 and any other relevant advice as given by the Radiation Protection Unit.

A list of the duties that are involved can be found in Radiation Protection RP CoP001 – *Radiation Protection Supervisors* on the Radiation Protection Unit’s website.

A copy of this letter should be sent to the University Radiation Protection Adviser who assist with choosing a suitable RPS training course (if one has not already been completed). It is recommended that RPSs undergo refresher training in RPS matters at least once every five years.

Finally, I am grateful to you for agreeing to accept this responsibility.

Yours sincerely,

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| --- | --- |
| NAME: |  |
| SIGNATURE: |  |
| POSITION: |  |