



Notification of Radioactive Material Transfer

Instructions: By initially the right hand column in the table below you confirm that the requirement had been satisfactorily met. If you have any questions, please feel free to contact the EHS Radiation Safety Office at any time.

Requirements	Initial to verify
1. Verify the receiving AU is authorized for the radionuclide and activity to be transferred.	
2. Verify that the transfer will take place by pedestrian traffic only.	
3. Verify that the transfer will NOT involve a motor vehicle, golf cart, etc.	
4. Ensure the material is appropriately packaged:	
a. The primary container has a secure means of closure (screw top lid).	
b. Secondary containment with a secure means of closure is used (screw top lid, taped box, etc.).	
5. Survey package to ensure the following:	
a. Removable contamination survey results are ≤ 200 dpm/cm ²	Yes / No – Contact HP
b. Radiation levels at one meter from package do not exceed 5 mR/hr	Yes / No – Contact HP
6. Ensure the security of this material during transport and upon receipt.	
7. Fax this completed form to MU EHS PRIOR to transferring radioactive materials.	

Radionuclide	Inventory Number (if known)	Activity (mCi) (on transfer date)	Physical Form	Chemical Form
1.			<input type="checkbox"/> solid <input type="checkbox"/> liquid	
2.			<input type="checkbox"/> solid <input type="checkbox"/> liquid	

Transfer From:

AU Name: _____ Auth. No.: _____ Bldg.: _____ Room: _____
please print

Transfer To:

AU Name: _____ Auth. No.: _____ Bldg.: _____ Room: _____
please print

Contact information for this transfer:

Contact Name: _____ Phone: _____
Please print

Fax to: 573-882-7940 Transfer Date: _____