

## Permanent Placard Requirements

A placard must be mounted in the room/area specifying the amount and type of shielding in all walls, doors, partitions, and, if occupied, spaces above or below the floor and ceiling.

- If mounting the shielding information is not practical, you may post a notice in the room/area that describes the document and states where it may be examined.
  - The placard is to remain in the room/area until the room/area is destroyed or remodeled at which time a new shielding plan must be completed and submitted if the room/area is to be used for x-ray purposes.
  - The placard must be mounted in a manner that the placard cannot easily be removed, defaced or destroyed.
  - In the event the placard is removed, defaced or destroyed, you must replace the placard.
1. Example placard below when shielding information is placed directly on the placard. Provide your specific room information where requested.

***Radiation Shielding for (Room Name/Number)***

*Control Room Wall contains (x/xx inch lead)*

*North Wall contains (x/xx inch lead)*

*East Wall contains (x/xx inch lead)*

*South Wall contains (x/xx inch lead)*

*West Wall contains (x/xx inch lead)*

*Ceiling contains (x inches) concrete on metal deck*

*Floor is concrete on slab (unoccupied)*

2. Example placard below where it may be impractical to place the shielding information directly on the placard.

*Radiation shielding information for (Room Name/Number) is maintained in the radiation safety manual located in the Radiation Safety office.*

*This information is available for review by contacting (provide the name of your RSO and contact number).*