
Overview

The main outcome of this activity is the management of information relating to radiation protection.

This activity includes specifying the information that needs to be recorded; obtaining and collating the information; ensuring records are maintained and secured; controlling access to them, including maintaining confidentiality.

This activity is likely to be undertaken by someone whose work role is focused on radiation protection.

This unit deals with the following:

- 1 Manage information on radiation protection

During this work you must take account of the relevant worksite operational requirements, procedures and safe working practices AS THEY APPLY TO YOU.

Previous Version:

Adapted from Unit N221 of Radiation Protection NOS – version February 2006.

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Manage information on radiation protection

Performance criteria

- You must be able to:*
- P1 specify the information relevant to radiation protection that needs to be recorded and secured
 - P2 obtain and collate all relevant information on radiation protection for recording in the information systems
 - P3 ensure that records on radiation protection are clear, complete, and legible
 - P4 ensure the records on radiation protection are maintained and secured according to the specified procedures
 - P5 control access to the records on radiation protection according to the specified procedures
 - P6 maintain the confidentiality of radiation protection information in the organisation
 - P7 identify any problems with the maintenance and security of records and resolve them promptly
 - P8 comply with all relevant regulations and standards, and record all relevant actions and outcomes in the appropriate information systems

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Knowledge and understanding

You need to know and understand:

- K1 communication and presentation methods
- K2 health and safety issues and requirements
- K3 information systems
- K4 nuclear industry: types of facilities, materials, and processes
- K5 organisational structures and procedures
- K6 radiation protection issues
- K7 radiation protection systems
- K8 radiation: types, sources, and hazards
- K9 sources of authoritative information on radiation protection
- K10 statutory requirements, regulations, and standards, including international, national, and local

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