

Date: [Insert Date]

To: [Recipient Name/Department]

From: [Radiation Safety Officer Name], Radiation Safety Office

Subject: RADIOLOGICAL MATERIALS SAFETY CLEARANCE

This letter serves to certify that the personnel and location listed below have been reviewed and cleared by the Radiation Safety Office for the handling and use of radioactive materials.

Authorized User: [Name of Principal Investigator/Lead Technician]

Department: [Department Name]

Authorized Location(s): [Building and Room Numbers]

Permitted Isotopes: [List Isotopes, e.g., C-14, P-32, I-125]

Max Possession Limit: [Amount in mCi/MBq]

Clearance Status:

- Personnel have completed all required Radiation Safety Training.
- Required dosimetry (badges) has been issued (if applicable).
- The workspace has been inspected and meets regulatory shielding and containment standards.
- Standard Operating Procedures (SOPs) for spill response and waste disposal are in place.

This clearance is valid until [**Expiration Date**], pending compliance with all institutional and governmental safety regulations. Any changes in protocols or locations must be reported to the Radiation Safety Office immediately.

Authorized Signature:

[Name of Radiation Safety Officer]

[Title]

[Institution Name]