Fermilab

Radioactive Waste Certification and Pickup Request Form

I certify that, to the best of my knowledge, the information entered below is accurate and the contents of the waste package has been checked for radioactivity and is not mixed waste (radioactive and hazardous).

Fermilab ID # _____ **Name** _____ **Signature** _____

Location _____ **Div/Sec** _____ **Ext.** _____ **Pager** _____ **Date** _____

Generator # _____ **Package Type** _____

Gross Weight _____ lbs. **Waste Volume** _____ cu.ft. **Contact Dose Rate** _____ mR/hr

Empty Package Delivery

Qty. ____ **Type** _____

* Radionuclides						
* Activities						

Sample Method ☐ Gamma Ray Spectroscopy ☐ Scintillation Counter (H-3) ☐ Dose Rate to Activity Conversion

Sample Numbers

(Attach copies of all analytical results pertaining to the waste.)

Routine ? ☐ YES ☐ NO

Div / Sec Coordinator Review

Sign _____

Date _____

EP Pickup # _____ **Pickup Date** _____ **By** _____ **Stor. Loc.** _____

Date	Description of Waste	Approximate Weight	Generator Signature *(Signature certifies that description is accurate, waste is not hazardous, and has been checked for radioactivity)*	Disposition of Items
		lbs.		
		lbs.		
		lbs.		
		lbs.		
		lbs.		
		lbs.		
		lbs.		
		lbs.		

RW Form #31 ***(See Reverse For Instructions)*** Revision Date **03/15/2016**

Each waste item must be logged onto this form as it is loaded into the package. A "Continuation Sheet" is required when there are more than 8 waste items to be loaded into the package.

Date entered:_____ **By:**_____

Fermilab

Radioactive Waste

Certification and Pickup Request Form Key

Item	Description
Page 1 of	Enter total number of pages
Fermilab ID#	Generator's Fermilab ID number.
Name	Generator's printed name.
Signature	Generator's signature certifying that the waste is accurate and is not mixed with a hazardous waste as defined by 40 CFR Subpart C 261.20 Characteristics of Hazardous Waste and Subpart D Lists of Hazardous Waste 261.30 through and including 261.33.
Location of Waste	Location where waste is to be picked up from.
Div/Sec.	Generator's Division or Section.
Ext.	Generator's onsite telephone extension.
Pager	Generator's onsite or long distance pager number.
Date	Date form was completed.
Generator #	Package must be assigned a generator number and written on the container or package. Format for generator number is year, month, day, Generators initials and item number. i.e., 160314DH01
Package Type	Description of package i.e., 55-Galllon Drum, 30-Galllon Drum, Steel Box, Poly Rad Bag, Unpackaged Bulk, Skid or Pallet, 5-Galllon Carboy, etc.
Empty Package Delivery	To request an empty container delivery enter the quantity and type of containers needed.
Gross Weight	Estimated gross weight of the waste and container.
Waste Volume	Volume of waste in cubic feet i.e., 55-Galllon Drum = 7.4 cu.ft. Red Steel Box = 64 cu.ft. 30-Galllon Drum = 4 cu.ft. for other types of containers an estimate is acceptable.
Contact Dose Rate	Highest contact dose rate of the container in mR/hr. The dose rate must also be entered onto the Radioactive Waste Label.
Radionuclides	List all radionuclides that contribute to more than 1% of the total activity. i.e., H-3, Be-7, Na-22, etc.
Activities	The activity of the respective radionuclides. List in Curies, mCi, uCi, etc.
Sample Method	Check all methods that apply and include copies of all analytical results with request form.
Sample Numbers	Enter the sample numbers for samples that were submitted for analysis i.e., radioactive and/or chemical waste characterization.
Div/Sec Coordinator Review	Signature of Radioactive Waste Coordinator and date request form was reviewed.
Routine?	**ASSIGNED BY HCT TEAM**
Pickup #	**ASSIGNED BY HCT TEAM**
Pickup Date	**ASSIGNED BY HCT TEAM**
By	**ASSIGNED BY HCT TEAM**
Stor. Loc.	**ASSIGNED BY HCT TEAM**
Date	Date waste was loaded into the package or for unpackaged bulk items date the item was declared waste.
Description of Waste	A complete description of the waste including proper names when applicable and the materials of construction (e.g., Kautzky valve (49% stainless steel, 49% aluminum and 2% polypropylene), bellows (stainless steel), HE-150 vacuum pump oil, PVC insulated copper cable, etc.). Use as many lines as necessary to describe an item. A "Continuation Sheet" is required when there are more than 8 waste items to be loaded into a package.
Approximate Weight	Approximate weight in pounds of the item or material.
Signature of Waste Generator	Signature of the person that generated and described the item.
Disposition of Waste	**ASSIGNED BY HCT TEAM**

A "Radioactive Waste Certification and Pickup Request Form" (RW Form #31) is required for each package. A "Continuation Sheet" is required when there are more than 8 waste items to be loaded into the package. Log each waste item onto the continuation sheet at the time it is loaded into the package. Use as many continuation sheets as needed to thoroughly describe all waste items loaded into the package.