

Memorandum

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To: ES&H Document Database
From: Michael Vincent
Re: Dosimetry Program General Information

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Message:**Overview**

Fermilab is required to monitor the radiation exposure of individuals to ensure that regulatory limits are not exceeded. These limits are specified in Chapter 2 of the [Fermilab Radiological Control Manual](#) (FRCM). Specific groups of people must be monitored, as outlined in Chapter 5 of the FRCM.

The Dosimetry Program Office oversees the laboratory's external dosimetry program. Some of the services that it provides include:

- placement on permanent badge service
- distribution of annual exposure summaries
- response to written requests for exposure histories
- investigation of missing/lost badges

The office is located on WH7E and can be reached by calling x3692 or by emailing dosimetry@fnal.gov.

The current Dosimetry Program Manager (DPM) is Michael Vincent; Kathy Graden is the backup DPM.

Temporary Badges

Individuals using temporary badges must either be qualified radiological workers or be continuously escorted in radiological areas.

Temporary badges are for use by those individuals not currently on permanent badge service. The use of temporary badges by individuals on permanent badge service is highly discouraged. Individuals requiring dosimetry service for more than six months are encouraged to apply for permanent badge service.

In general, temporary badges are issued by the Communications Center on the ground floor of Wilson Hall between the east and west elevators. On occasion, temporary badges may be issued by the DPM, a Radiological Safety Officer (RSO), or another authorized issuer. More information on obtaining temporary badges can be found [here](#).

Permanent Badge Service

Permanent Badge Service is intended for those individuals who require dosimetry services for greater than six months. Once on permanent badge service, a badge with your name printed on it will be delivered at the beginning of each quarter to a specified location.

To apply for service, you will need to complete a [Permanent Dosimetry Badge Service Request Form](#). Once you have completed the form, it should be sent to your assigned RSO or to the Dosimetry Program Office at MS 119. Once the request is received, it will be evaluated to ensure that the information provided is complete, that your job assignment necessitates a badge, and that you have received appropriate radiological training.

If you are no longer in need of a permanent-service badge, please notify the Dosimetry Program Office as soon as possible. You may also contact the Dosimetry Program Office if you would like your badge moved to a different rack location.