

## ANNUAL PROGRAM AUDIT - GAUGES

Licensee Name:	Adequate? yes/no	Comments: (Attach additional pages if needed)
License Number:		
<b>License Review.</b> Check License for errors and expiration date. Correct mailing address? Correct storage location? Correct RSO? Correct number/type of gauges? Annual Fees paid? etc.		
<b>Reportable Incidents.</b> Any lost, stolen or damaged gauges not previously reported to State? See Part 4.52.		
<b>Dosimetry/ALARA Review.</b> Dosimetry reports reviewed by RSO. (If dosimetry badges are not used – explanation/justification on file). Unusual exposures investigated/corrected. Workers informed of annual exposures. Correct type of badge used. Prior exposure history documented for each new gauge user (documented on form OR-RH-16 or equivalent).		
<b>Copy of Colorado Regulations.</b> Hard copy or digital copy available & current (check State web site for changes/updates: <a href="#">CO Radiation Regulations</a> )		
<b>Gauge User Certification.</b> Training certificates on file for each gauge user. DOT training/retraining documentation on file (refresher training every 3 yrs).		
<b>Leak Tests &amp; Inventory.</b> Current? Records on file? Part 4.16		
<b>Postings.</b> “Caution – Radioactive Materials” sign posted at gauge storage location per Part 4.28 and 4.29. Notice to Employees posted. A notice that tells employees where they can view a copy of the Radioactive Materials License and the Colorado Rules and Regulations Pertaining to Radiation Control is posted per Part 10.2.		
<b>Use Log.</b> Used by gauge users. Contains gauge number, user, date and location.		
<b>Security.</b> Gauge storage location is secure. Security adequate during field use and transportation (2 independent physical controls, see Part 4.25.2).		
<b>Gauge Shipping Box.</b> No significant damage – is strong and tight, latches work. DOT labels and markings on outside of shipping box – present, legible and up to date.		
<b>Shipping Papers.</b> Simple Bill of Lading, current Emergency Response Information, and License -present and legible. Carried in cab with driver during gauge transport.		
<b>Special License Conditions.</b> Review requirements of any special License Conditions or commitments made to state in the license application, reply letters or orders.		
<b>Dose to General Public Calculation.</b> Calculations on file for gauge storage areas to demonstrate compliance with dose to public limits. Also required for jobs sites used over 180 days/year. Parts 4.14 and 4.15.		
<b>Instrument Calibration.</b> Instruments calibrated in accordance with 4.17.3?		
<b>Transfer of Material.</b> Part 3.22		
<b>Reciprocity.</b> If applicable. Part 3.24		
<b>Previous Deficiencies Corrected?</b>		
<b>Other Miscellaneous Items.</b> Attach additional pages if needed.		

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

(The program audit is required to be completed each year (see Part 4.5.3) and documented. Gauge licensees may use this form, or equivalent, to demonstrate compliance with this requirement.)