Attachment A: Radiation Survey and Radioactive Leak Test Record Submittal

1. TITLE	2. IDENTIFICATION NUMBER
Radiation Survey and Radioactive Leak Test Record Submittal	**N/A**

3. DESCRIPTION/PURPOSE

3.1. Radiation Survey (RS) and Radioactive Leak Test (RLT) records submittals are the method the OEM or MSP uses to provide documentation of the completion of RSs and RLTs on TSA equipment in accordance with regulatory requirements.

4. APPROVAL DATE (YYMMDD)	5. OFFICE OF PRIMARY RESPONSIBILITY (OPR)	6a. DTC APPLICABLE	6b. GIDEP APPLICABLE
	N/A		

7. APPLICATION/INTERRELATIONSHIP

7.1. This attachment contains the format and submittal instructions for RSs and RLTs.

8. APPROVAL LIMITATION	9a. REFERENCES	9b. AMSC NUMBER

10. PREPARATION INSTRUCTIONS

10.1. FORMAT. RS and RLT records are prepared using a standardized form by technology and approved by the TSA Occupational Safety, Health, and Environment Division (OSHE). The form must address the requirements required by the Federal regulations.

10.2. SUBMITTAL.

10.2.1. The MSP ensures the following terms are met when submitting RS and RLT records:

a. Conducts RSs and RLTs on all required technologies in accordance with the regulatory and TSA requirements;
b. MSP Radiation Safety Officer or qualified individual reviews each RS and RLT record, performs a quality check, and signs the form confirming it has been completed correctly;
c. Submits copies of RS and RLT records to the local staff or point of contact for non-airport facilities;
d. Provides record copies of all completed and approved RSs and RLTs to designated Contractor representatives.

If any corrections or changes to a RS or RLT are required before final TSA acceptance, the rejected RS(s) or RLT(s)and an explanation of the changes shall be attached to the new version of the RS or RLT.

10.2.2. SUMMARY.

Summary Checklist for all RSs / RLTs on the disk, to include, at a minimum, the following fields:

a. Serial Number;
b. Airport Code;
c. Airport Location;
d. Manufacturer;
e. Model;
f. Date of Last RS/RLT;
g. Date current RS/RLT completed;
h. RS/RLT on disk (Y/N);
i. RS/RLT provided for prior period (Y/N);
j. RS/RLT filename;
k. Survey meter calibration due date;
l. Reason for survey (PM, CM, SAT/ORT, other (fill in the blank)).

10.2.3. BODY.

Copies of RSs/RLTs using the standard filename convention in section 1.3, Radiation Surveys (RS) and Radioactive Leak Tests (RLTs), of the TSE Maintenance Language.

11. DISTRIBUTION STATEMENT

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.