

RADON MANAGEMENT POLICY

Date	Purpose of Issue / Description of Change	Equality Impact Assessment Completed
1 st April 2010	Initial Issue	
1 st January 2018	Review	
18 th May 2021	Reviewed and approved by the Health, Safety and Emergency Management Task Group	23 rd March 2020
23 rd January 2025	Reviewed and approved by the Health, Safety and Emergency Management Committee	

Policy Officer	Senior Responsible Officer	Approved By	Date
Head of Health & Safety	University Secretary	Health & Safety Committee	19 th Feb 2010

This Policy will be reviewed in 2028

1. INTRODUCTION

Radon is a colourless, odourless radioactive gas which originates from uranium that occurs naturally in many rocks and soils and which can seep up from the ground. Most radon gas breathed in is immediately exhaled and presents little hazard. However, decay products of radon behave more like solid materials and attach themselves to atmospheric dust and water droplets which are then breathed in. Some of these decay products emit a particularly hazardous type of radiation known as alpha particles which can cause significant damage to cells in the lung.

The highest radon concentrations are usually found in underground spaces such as basements, caves, and mines but high concentrations can also be found on the ground floor of buildings.

As some areas of Wales are affected by radon and some University buildings contain areas that are either wholly or partially below ground, the University has a responsibility to identify radon affected areas, assess the risk, and implement controls as necessary to ensure the health and safety of its staff, students and visitors.

2. POLICY STATEMENT AND SCOPE

It is the policy of Bangor University, so far as is reasonably practicable, but in accordance with the relevant statutory requirements and good practice, to ensure the health and safety of staff, students and visitors to the University.

This Policy states the requirements placed on the University and its Colleges and Professional Services with regards to the identification, assessment, management and monitoring of radon; a naturally occurring radioactive gas which can be present in the workplace and residences.

The Policy applies to:

- The University and its Colleges and Professional Services.
- Staff, students, contractors and visitors.
- University owned and contract supplied (3rd Party) Halls of Residence.
- Naturally occurring radon gas.

The Policy does not apply to:

- Students residing in private accommodation owned by a third-party but where no formal arrangement with the University exists (for such, separate arrangements, under S.4 of the H&SWA, must be established for radon management, where appropriate).

3. RELATED POLICIES AND LEGISLATION

In addition to those general duties in law, the University and its constituent Colleges and Services, have a specific obligation under the Management of Health and Safety at Work Regulations 1999 to assess the risks from radon exposure to their employees. Where premises are underground or in radon affected areas then indicative measurements of radon gas concentrations are required. If radon concentrations exceed action levels then the Ionising Radiation Regulations 2017 require employers to take measures to reduce exposure to radon.

Furthermore, as the University is, for the purpose of this policy, classed as a landlord for students residing in University provided Halls of Residences it has a responsibility to provide a safe place to reside. This includes assessing radon levels and taking steps, where required, to reduce radon exposures if the annual average radon concentration is at, or above the recommended action level.

4. DEFINITIONS / TERMINOLOGY

For the purposes of this Policy the following definitions apply:

- Radon: Radioactive gas which originates from uranium that occurs naturally in many rocks and soils.
- RPA: Radiation Protection Adviser.
- RPO: Radiation Protection Officer.
- RC: Radon Coordinator (Campus Services).

5. DUTIES OF THE UNIVERSITY

Through this Policy, the University establishes management arrangements for the control of radon. The University will:

- a. Provide adequate resources to ensure University buildings in radon affected areas are identified, risk assessed and managed in accordance with the requirements of the Ionising Radiation Regulations 2017 and, where applicable, the Housing Act.
- b. Appoint an RPA to advise on radon management and mitigation arrangements.
- c. Appoint a competent University RPO to oversee and facilitate radon management arrangements, to assess risks from radon and advise on appropriate mitigation measures, as applicable.
- d. Appoint a competent Radon Coordinator(s) for buildings and building services.
- e. Where modifying or significantly changing the use of a building or space, reassess radon risk and mitigation measures.
- f. Where shared occupancy of a University owned building takes place, communicate findings of all Radon Surveys as appropriate with the co-tenant/occupant.
- g. Seek confirmation from any 3rd Party Hall of Residence provider, contracted to the University, that they have appropriate arrangements in place to identify, assess and manage the potential risks from radon.
- h. Seek confirmation from Landlords who provide property to the University, that they have appropriate arrangements in place to identify, assess and manage the potential risks from radon, unless the duty is contractually transferred onto the University.

6. RESPONSIBILITY OF RADIATION PROTECTION OFFICER / BUILDING RADON COORDINATOR(S) CAMPUS SERVICES

The Radiation Protection Officer and the Radon Coordinator(s) shall, for University owned buildings and Halls:

- a. Following guidance from the RPA, conduct radon surveys to identify radon affected areas.
- b. Following the results of the radon surveys, assess the risk and make recommendations as appropriate.

In addition, for buildings and Halls of Residences provided and / or operated by a 3rd Party on behalf of the University:

- c. Confirm that radon management arrangements are in place.
- d. Assess the suitability of such arrangements, with assistance from the RPA as required.

The Radiation Protection Officer (RPO):

Specifically, the Radiation Protection Officer shall also:

- e. Provide suitable training for the Radon Coordinator(s).
- f. Provide advice and guidance to Campus Services, Colleges and Professional Services with regards to the findings of radon surveys and the actions required.
- g. Provide advice and guidance to the Radiation Health and Safety Sub-Committee and University Health, Safety & Emergency Management Committee, as appropriate.
- h. As necessary, liaise with the Health Protection Agency (HPA), Health and Safety Executive (HSE) and RPA on radon issues.
- i. Advise the University, as necessary, of further actions required by a 3rd Party to ensure their radon management arrangements are suitable and sufficient.

7. CAMPUS SERVICES RESPONSIBILITIES

Campus Services are required to:

- a. Appoint a Radon Coordinator(s) and ensure they receive suitable training for their role.
- b. Ensure a suitable Radon Risk Assessment is in place and maintained for all buildings.
- c. Facilitate regular radon monitoring of buildings, as identified by the risk assessment(s).
- d. Undertake structural / physical works having due regard for radon risk and, where applicable, in accordance with any radon mitigation measures recommendations by the RPO / Radon Coordinator.
- e. Ensure equipment / structural elements put in place to mitigate against radon are maintained, as required, and ensure defects with equipment / structural elements put in place to control radon are dealt with promptly.
- f. Ensure radon protection is installed for all new developments, as is required.
- g. Consider the impact on potential radon exposures of all changes of use of ground floor and subterranean areas of buildings and major alterations to buildings, including changes to ventilation, heating arrangements and glazing.
- h. Maintain suitable records in relation to the installation and ongoing maintenance of radon mitigation systems.
- i. Seek specialist advice on radon management and mitigation from the RPO and RPA, as appropriate.

8. COLLEGE / PROFESSIONAL SERVICE RESPONSIBILITIES

Each College and Professional Service is required to:

- a. Implement management controls for radon affected areas within their area of responsibility as recommended by the Radiation Protection Officer / Radon Coordinator(s). For example, restricted access, monitoring of hours spent in the area.
- b. Ensure all staff, students, visitors and contractors who work in buildings which exceed the action level are aware of and understand radon management controls.
- c. Undertake checks, where applicable, to ensure the radon management controls have been implemented and are followed.
- d. Notify the Radiation Protection Officer / Radon Coordinator(s) of proposed change of use for basement and ground floor areas.

9. STAFF AND STUDENTS' RESPONSIBILITIES

As with those duties placed upon the University and its Colleges / Professional Services, staff and students also have responsibilities in law. With regards to this Policy, staff and students must:

- a. Follow all management controls implemented by their College / Professional Service.
- b. Not interfere with or mis-use equipment provided to control radon in the workplace or University owned and contract supplied (3rd Party) Halls of Residence.
- c. Immediately report defects with regards to equipment / structural elements that have been put in place to control radon in the workplace.

10. EQUALITY IMPACT ASSESSMENT

This Policy statement and its associated guidance should have no detrimental impact on any person with a protected characteristic.

11. REVIEW AND AUDIT PROCEDURES

Health and Safety, Campus Services may undertake periodic audits or reviews to assess the effectiveness of and compliance with, this Policy.

Colleges / Professional Services must periodically review their own procedures to ensure the requirements of this Policy are implemented, suitable and effective.

In addition, the University's Health, Safety and Emergency Management Committee may from time to time review the effectiveness of the University's system for the management of radon across Colleges and Professional Services.

End.