

## **RADON MANAGEMENT POLICY**

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

<b>Policy Officer</b>	<b>Senior Responsible Officer</b>	<b>Approved By</b>	<b>Date</b>
Head of Health & Safety	University Secretary	Health & Safety Committee	19 <sup>th</sup> Feb 2010

This Policy will be reviewed in 2025

## **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 (3<sup>rd</sup> 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 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 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: Is a colourless, odourless radioactive gas which originates from uranium that occurs naturally in many rocks and soils.
- RPA: Radiation Protection Adviser.
- RPO: Radiation Protection Officer.
- RPS: Radiation Protection Supervisor.

#### **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 and, where applicable, the Housing Act.
- b. Appoint an RPA to advise on radon management and mitigation arrangements.
- c. Appoint a competent (staff member) University RPO and University RPS to oversee and facilitate radon management arrangements.
- d. Where shared occupancy of a University owned building takes place, communicate findings of all Radon Surveys as appropriate with the co-tenant/occupant.
- e. Seek confirmation from any 3<sup>rd</sup> Party Halls of Residence provider, contracted to the University, that they have appropriate arrangements in place to identify, assess and manage the potential risks from radon.
- f. 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 / RADIATION PROTECTION SUPERVISOR**

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

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

For buildings and Halls provided and / or operated by a 3<sup>rd</sup> Party on behalf of the University:

- c. On the advice of the RPA ensure confirmation is obtained from any 3<sup>rd</sup> party providing a building or Halls for use by University staff and students that they have radon management arrangements in place.
- d. Assess the suitability of such arrangements.

#### **The Radiation Protection Officer (RPO):**

Specifically, the Radiation Protection Officer shall also:

- a. Ensure that a sufficient number of Radon RPS' are appointed and trained.

- b. Provide advice and guidance to Campus Services, Colleges and Professional Services with regards to the findings of radon surveys and the actions required.
- c. Provide advice and guidance to the Radiation Health and Safety Sub-Committee and University Health and Safety Committee, as appropriate.
- d. As necessary, liaise with the Health Protection Agency (HPA), Health and Safety Executive (HSE) and RPA on radon issues.
- e. Advise the University, as necessary, of further actions required by a 3<sup>rd</sup> Party to ensure their radon management arrangements are suitable and sufficient.

## **7. CAMPUS SERVICES RESPONSIBILITIES**

Campus Services are required to:

- a. Undertake any structural / physical works having due regard for radon risk and in accordance with any recommendations made by the RPO / RPS.
- b. Ensure equipment / structural elements put in place to mitigate against radon are maintained, as required.
- c. Ensure defects with equipment / structural elements put in place to control radon are dealt with promptly.
- d. Ensure radon protection is installed for all new developments as is required.
- e. Consult with the Radiation Protection Officer / Radiation Protection Supervisor on all ground floor changes of use or major alterations.
- f. Maintain suitable records in relation to the installation and ongoing maintenance of radon mitigation systems.

## **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 / Radiation Protection Supervisor. For example, restricted access, monitoring of hours spent in the area.
- b. Ensure all staff, students, visitors and contractors are aware of and understand these management controls.
- c. Undertake checks to ensure the management controls have been implemented and are followed.
- d. Implement systems to ensure defects with equipment / structural elements put in place to control radon in the workplace are reported immediately to Campus Services.
- e. Notify the Radiation Protection Officer / Radiation Protection Supervisor 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.

- 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.

The Health, Safety and Emergency Management Task Group will review this Policy in accordance with the agreed Review Schedule, with any significant changes considered by the University Health and Safety Committee.

**End.**