

PROCEDURE FOR ORDERING RADIOISOTOPES


Contact the radiation safety officer (radiation@uwaterloo.ca) prior to ordering a radioisotope if one of the following apply:

1. You do not have a radiation permit.
2. You have a permit, but are ordering a different isotope or activity than normal.

Confirming with the radiation safety officer ensures that the University has the necessary licenses in place for your purchase to be successful.

Radioactive isotopes and safeguarded materials are ordered through [WatProcure](#). Items can be ordered through punch out, catalogue order, or non-catalogue order depending on the item and supplier.

When using WatProcure, you can review the [WatProcure Confluence page](#) maintained by Finance. While submitting your order, under the Restricted Goods section, update to check the box applicable for your radioactive permit/purchase. This ensures that proper shipping requirements are met and licenses are provided to the supplier.

Restricted Goods 

Are the item(s) or do they contain the following:

Deuterium oxide (for use other than NMR)	<input checked="" type="checkbox"/>
Level 2 Biological Material	<input checked="" type="checkbox"/>
X-ray Device or X-Ray Producing Instrument	<input checked="" type="checkbox"/>
Radioactive Material	<input checked="" type="checkbox"/>
Uranium, Thorium or Plutonium	<input checked="" type="checkbox"/>
Laser > 5 mW	<input checked="" type="checkbox"/>
Restricted Drugs	<input checked="" type="checkbox"/>

The remainder of the ordering process remains the same as any other order of non-radioactive goods.