RSU INF 2021-04
SOURCE SECURITY AND KEY CONTROL
(SEPTEMBER 2021)

University of Manchester
Radiation Safety Unit

MANCHESTER 1824
The University of Manchester

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Table of Contents

STATUTORY INTERPRETATION

1) The Environment Agency (EA) and Counter Terrorism & Security Office (CTSO) require that radioactive materials be kept in secure conditions and that there are appropriate access control measures.
2) Design features are incorporated into plans by architects, which plans are held securely and are not open to general release. Consequently, this note does not provide any detail on the actual design of facilities or material types kept for security reasons. Please contact the Radiation Safety Unit (RSU) and Estates Services for access to plans.

FACILITIES, LABORATORIES AND SOURCE STORES

3) The mandatory requirements for barrier / door construction, access control, surveillance etc. are given in the National Counter Terrorism & Security Office's restricted publication 'Security Requirements for Radioactive Sources'. The Radiation Safety Unit (RSU) will advise on what to do and will liaise on your behalf with the Environment Agency and Greater Manchester Police's Counter Terrorism & Security Adviser.
4) In general, new build and refurbished facilities hosting significant sources (e.g. source stores and actinide facilities) must be designed and constructed to standard LPS1175: SR4 for source stores and high-risk areas or LPS1175: SR2 for other areas (https://www.redbooklive.com).
5) Older facilities should be assessed on a case by case basis and a decision made as to the appropriateness of the security measures.

ACCESS CONTROL: LABORATORIES

6) Radiation laboratories must only be accessed by authorised persons, and must be secured by unique locks or appropriate coded locks and / or secure staff cards.
7) Maglocks should be able to withstand attack. RSU in conjunction with Security Services will advise on the suitability of locking systems. Similarly, Security Services and a Fire Safety Adviser will advise on access measures during adverse incidents.

SAFES

8) Substantial safes should be used to house significant types or quantities of material.
   - https://www.burtonsafes.co.uk/home-solutions/safes/
   - https://www.acesafes.co.uk
   - https://www.securitycagesdirect.co.uk/product/fsc1scd-chemical-storage-500-x-500-x-980/

- https://www.safeoptions.co.uk
- https://www.smpsecurity.co.uk

9) It is acceptable for small quantities of materials that present a relatively very low risk to be stored in a safe such as the PhilipHarris storage safe (www.philipharris.co.uk/product/lab-equipment/laboratory-fittings/specialist-storage/radioactives-storage-cupboard/b8a84177).

10) The RSU will help in assessing the security requirements for individual Schools / work groups etc.

KEY CONTROL

11) Access to laboratories must be restricted to authorised users.

12) Unique keys to laboratories and store rooms must be held by a limited number of named persons, e.g. a Buildings Manager, Radiation Protection Supervisor (RPS), hazardous materials custodian.

13) Keys to safes containing radioactive materials should be kept in a police approved key safe or similar, the key / access code must be held by a limited number of authorised people (a senior technician, PDRA, RPS).

- https://keysafe.co.uk/products/key-safes/police-preferred.html
- https://www.chubb-safe.co.uk
- https://www.securikey.co.uk/key-cabinets/

14) Keys should not be identifiable e.g. ‘key to source store’.