



Republic of the Philippines
Department of Science and Technology

PHILIPPINE NUCLEAR RESEARCH INSTITUTE



August 25, 2021

RPSS Operational Guidelines for Customers **Advisory No. 7**

GUIDELINES FOR THE CONDUCT OF RPSS OFF-SITE SERVICES

To our valued RPSS customers, in line with the RPSS Operational Guidelines found on <https://services.pnri.dost.gov.ph/portal/Appoint>, please find below additional guidelines for the customers who are availing of the off-site (fieldwork) services of the Section, specifically:

- Brachytherapy Source Output Measurements and Well-Type Ionization Chamber Calibrations;
- Dose Calibrator Calibrations and Linearity Testing;
- Leak Testing of Sealed Sources; and
- Radiation Hazards and Evaluation of Radiation Facilities

To help ensure the safety of the RPSS personnel and customers from the COVID-19 virus, additional safety measures will be implemented. Fieldworks may only be conducted in the NCR and Luzon regions and only when facility location is under General Community Quarantine or better. Also, due to limited staff, time and other resources, services will only be conducted in locations where quarantine of RPSS staff is not required and upon:

- a) the availability of transportation and accommodation as necessary
 - b) compliance to the safety requirements of the IATF and the local government units (LGU) concerned, and
 - c) following the additional guidelines detailed below.
- 1) Customers apply for the service by submitting the requirements either a) via email to rps@pnri.dost.gov.ph or b) at the PNRI – iPOSSH office.

Please note that all service transactions at PNRI will be by appointment basis. Customers must first secure an appointment online via the PNRI Services PORTAL at least two days before the scheduled transaction date. A No-Appointment No-Entry will be implemented.

Link to request for an appointment: <https://services.pnri.dost.gov.ph/portal/Appoint>

- 2) Customer and RPSS staff agree on the date of service and arrangements for transportation and accommodations as needed. It is preferable that the service is

conducted during the day (including Saturdays) when there is minimum patient or radiation worker traffic in the hospital/facility.

If there is no available PNRI vehicle on the day of the service, the customer shall provide private transportation, i.e. company car, for the RPSS staff to and from the facility.

For fieldworks conducted outside of NCR, the customer is responsible for the necessary documentation and clearances for RPSS staff during transit to/from different LGUs. These include but not limited to a) COVID-19 RT-PCR, Anti-gen, or other testing required upon entry to the LGU and b) travel and/or health clearances. The customer shall also cover all associated costs for such preparations and any additional expenses due to changes in IATF and LGU guidelines that may result in the delay of return of RPSS staff to PNRI.

- 3) Customer provides the following PPE (as appropriate) prior to the date of service:
 - a) Face mask/respirator;
 - b) Latex gloves;
 - c) Hair cover;
 - d) Face shield;
 - e) Coverall or gown PPE for high risk areas (e.g. medical procedure rooms, brachytherapy facilities, patient areas, etc.);

- 4) After the conduct of the service, Certificate of Measurements/Calibration or Service Test Reports will be available on or before the time indicated in the RPSS Quality Objectives.

We apologize for the inconvenience/s this may bring upon your company. For any concerns or queries, you may email us at rps@pnri.dost.gov.ph. You may also contact us at the following phone numbers: 09336079294; 09270660751 or at 89296011 to 19 local 246/262. You may also reach us through Messenger at DOST-PNRI Radiation Protection Services. Thank you for your understanding and cooperation during this nationwide public health crisis.



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