

**Application Procedures for Registration of a Person who Intends to Newly Engage in Radiation
Handling and Other Operations in FY2024 (Notice)**

In accordance with the Regulations Regarding Control of Radioisotopes, etc. at Kyoto University (established based on Notification 50, 2019), the Radiation Management Division and Occupational Welfare Division, Agency for Health, Safety and Environment, Kyoto University, will hold a Pre-registration Education and Training (Courses) and Medical Examinations for those who will be engaged in handling radioisotopes, etc. (radioisotopes and contaminated objects), radiation generating apparatuses or X-ray generator-related apparatuses as shown in the attached sheet. If there is anyone in your department who wishes to apply, please make it public that they can apply according to the attached guidelines. Please note that this is the only notice that will be provided regarding the registration application process for the new fiscal year.

Attachment 1: Implementation Guidelines

Attachment 2: Schedule for Pre-registration Education and Training (RI/X-Ray)
(for prospective participants and administrative staff)

Attachment 3: Pre-registration Education and Training (RI/X-Ray) Program

Attachment 4: Schedule for Medical Examinations (for those who have taken pre-registration education and training, and those who have been exempted the mandated education and training)

Attachment 1 (Implementation Guidelines)

In accordance with the university regulations, all personnel engaged in radiation handling and other operations must attend the prescribed education and training, and undergo medical examinations prior to starting work.

1. The Agency for Health, Safety and Environment will hold Pre-registration Radiation Education and Training and Pre-registration X-ray Education and Training in accordance with the university regulations. Those who wish to attend the course are requested to apply for the course according to the attached "New Applicant Manual".

(1) Course contents and the number of hours that must be taken are listed in the attached program. Please be sure to take all course content. Registration cannot be approved if there are course contents that have not been taken or if the number of hours is insufficient.

(2) Those who use only on-campus X-ray generator-related apparatus are required to take the Pre-registration X-ray Education and Training. Those who will be engaged in radiation handling work at the radiation facilities (Establishment) on campus and will be using radiation at off-campus joint-use facilities, etc., are required to take the Pre-registration Radiation Education Training.

2. Those who wish to receive medical examinations should follow the procedures below to make an appointment for the date of blood collection.

(1) The medical examination will conduct a blood test and a medical interview.

(2) Those who have completed the Pre-registration Education and Training or have been approved to be granted an exemption from the Education and Training will be notified of the website of the web-based medical interview. Please fill out and submit the medical interview form on the website as soon as you receive the notice.

(3) The blood test will be conducted at a designated date and time by appointment.

† To be registered as a person engaged in radiation handling and other operations, both the completion of the Education and Training and results of medical examinations must be verified by the applicant's belonged department.

3. Kyoto university Radiation Users' Management System (KRUMS)

In order to properly register those who intend to engage in radiation handling work, the university uses the "Kyoto university Radiation Users' Management System (KRUMS)" managed and operated by the Radiation Management Division, Agency for Health, Safety and Environment. Various application procedures for those who apply for registration are carried out through this system. Please access the system from the following URL;

<https://krums.esho.kyoto-u.ac.jp/> (Limited to on-campus)

To ensure information security, access to this system is limited to the campus network (kuins-III). If you access the system from off-campus, please connect to kuins via VPN connection, etc., referring to the website of the Institute for Information Management and Communication, Kyoto University.

FY2024 Schedule for Pre-registration Radiation / X-ray Education and Training

Date and Time	Contents	KRUMS Application Period
April 23, 2024 Tue 10:00~15:30	RI (Japanese version)	April 2, 2024 ~ April 9, 2024
April 24, 2024 Wed 13:30~15:40	X-rays (Japanese version)	
May 8, 2024 Wed 10:00~15:30	RI (Japanese version)	April 9, 2024 ~ April 19, 2024
May 10, 2024 Fri 10:00~15:30	RI (Japanese version)	
May 13, 2024 Mon 10:00~15:30	RI (English version (for foreigners))	
May 15, 2024 Wed 13:30~15:40	X-rays (Japanese version)	
May 17, 2024 Fri 13:30~15:40	X-rays (English version (for foreigners))	
June 26, 2024 Wed 13:30~15:40	X-rays (Japanese version)	May 20, 2024 ~ June 12, 2024
June 28, 2024 Fri 10:00~15:30	RI (Japanese version)	
July 1, 2024 Mon 10:00~15:30	RI (English version (for foreigners))	
July 2, 2024 Tue 13:30~15:40	X-rays (English version (for foreigners))	
October 2, 2024 Wed 13:30~15:40	X-rays (Japanese version)	September 3, 2024 ~ September 17, 2024
October 3, 2024 Thu 10:00~15:30	RI (Japanese version)	
November 6, 2024 Wed 10:00~15:30	RI (English version (for foreigners))	October 7, 2024 ~ October 23, 2024
November 7, 2024 Thu 13:30~15:40	X-rays (English version (for foreigners))	
January 16, 2025 Thu 10:00~15:30	RI (English version (for foreigners))	December 3, 2024 ~ December 25, 2024
January 17, 2025 Fri 13:30~15:40	X-rays (English version (for foreigners))	
February 6, 2025 Thu 13:30~15:40	X-rays (Japanese version)	January 8, 2025 ~ January 22, 2025
February 7, 2025 Fri 10:00~15:30	RI (Japanese version)	

FY2024 Schedule for Pre-registration Radiation / X-ray Education and Training

Date and Time	Contents	Deadline for the list of scheduled participants
April 23, 2024 Tue 10:00~15:30	RI (Japanese version)	April 10, 2024 14:00
April 24, 2024 Wed 13:30~15:40	X-rays (Japanese version)	
May 8, 2024 Wed 10:00~15:30	RI (Japanese version)	April 22, 2024 14:00
May 10, 2024 Fri 10:00~15:30	RI (Japanese version)	
May 13, 2024 Mon 10:00~15:30	RI (English version (for foreigners))	
May 15, 2024 Wed 13:30~15:40	X-rays (Japanese version)	
May 17, 2024 Fri 13:30~15:40	X-rays (English version (for foreigners))	
June 26, 2024 Wed 13:30~15:40	X-rays (Japanese version)	June 13, 2024 14:00
June 28, 2024 Fri 10:00~15:30	RI (Japanese version)	
July 1, 2024 Mon 10:00~15:30	RI (English version (for foreigners))	
July 2, 2024 Tue 13:30~15:40	X-rays (English version (for foreigners))	
October 2, 2024 Wed 13:30~15:40	X-rays (Japanese version)	September 18, 2024 14:00
October 3, 2024 Thu 10:00~15:30	RI (Japanese version)	
November 6, 2024 Wed 10:00~15:30	RI (English version (for foreigners))	October 24, 2024 14:00
November 7, 2024 Thu 13:30~15:40	X-rays (English version (for foreigners))	
January 16, 2025 Thu 10:00~15:30	RI (English version (for foreigners))	December 26, 2024 14:00
January 17, 2025 Fri 13:30~15:40	X-rays (English version (for foreigners))	
February 6, 2025 Thu 13:30~15:40	X-rays (Japanese version)	January 25, 2025 14:00
February 7, 2025 Fri 10:00~15:30	RI (Japanese version)	

FY2024 Pre-registration Radiation Education and Training for Radioisotope Handling Operations, etc.

【Timetable】

1 0 : 0 0	
↓	① Guidance
1 0 : 0 5	
↓	② 『Fundamentals for ensuring safe handling of radiation』
1 1 : 0 5	
↓	③ 『Relevant laws and regulations, the Program, and the Internal Rules』
1 1 : 4 0	
↓	④ 『The radiation effects on human bodies』
1 2 : 1 0	
↓	《Lunch and Break》
1 3 : 1 5	
↓	⑤ 『Safe handling of sealed Radioisotopes』
1 3 : 4 5	
↓	⑥ 『Safe handling of unsealed Radioisotopes:』
1 4 : 2 5	『Safe handling of a Radiation Generating Apparatus and an X-ray Generator
↓	⑦ Related Apparatus』
1 4 : 5 5	
↓	⑧ 『Examples of past radiation accidents』
1 5 : 2 5	
↓	⑨ Guidance
1 5 : 3 0	

FY2024 Pre-registration X-Ray Education and Training for handling of X-Ray Generator-related Apparatuses

【Timetable】

1 3 : 3 0

↓

① Guidance

1 3 : 3 5

↓

② 『The radiation effects on human bodies』

1 4 : 0 5

↓

③ 『Relevant laws and regulations, the Program, and the Internal Rules』

1 4 : 3 5

↓

④ 『Safe handling of X-ray Generator-related Apparatuses and past examples of radiation accidents』

1 5 : 3 5

↓

⑤ Guidance

1 5 : 4 0

Attachment 4 (Medical Examinations)

FY2024 Schedule for Pre-engagement Blood Tests

Blood test Date and time	Blood test Venue	Application Deadline
April 26, 2024 Fri 14:00~16:00	Radiation Management Department (Faculty of Medicine Campus)	2024/4/10 14:00
May 20, 2024 Mon 10:00~12:00	Radiation Management Department (Faculty of Medicine Campus)	2024/4/26 14:00
May 21, 2024 Tue 14:00~16:00	Radiation Management Department (Faculty of Medicine Campus)	
May 22, 2024 Wed 14:00~16:00	Katsura Campus	
May 23, 2024 Thu 10:00~12:00	Uji Campus	
May 24, 2024 Fri 10:00~12:00	Radiation Management Department (Faculty of Medicine Campus)	
June 11, 2024 Tue 10:00~12:00	Radiation Management Department	2024/5/27 14:00
July 17, 2024 Wed 14:00~16:00	Radiation Management Department	2024/7/1 14:00
August 26, 2024 Mon 10:00~12:00	Radiation Management Department	2024/8/5 14:00
October 18, 2024 Fri 14:00~16:00	Radiation Management Department	2024/10/1 14:00
November 14, 2024 Thu 13:00~15:00	Yoshida-South Campus	2024/10/31 14:00
November 18, 2024 Mon 10:00~12:00	Uji Campus	
November 21, 2024 Thu 13:00~15:00	Katsura Campus	
December 10, 2024 Tue 14:00~16:00	Radiation Management Department	2024/11/22
January 14, 2025 Tue 10:00~12:00	Radiation Management Department	2024/12/26 14:00
February 12, 2025 Wed 14:00~16:00	Radiation Management Department	2025/1/20 14:00