

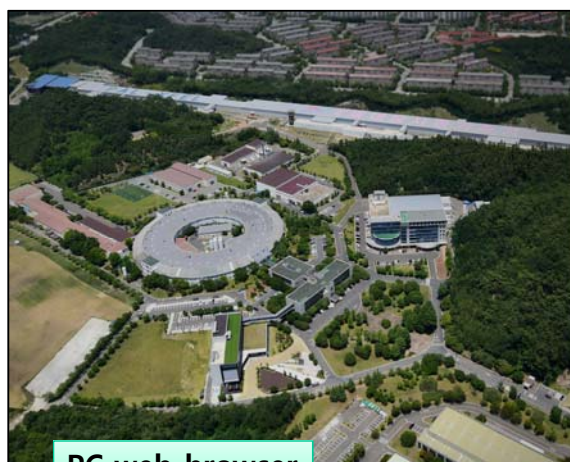
Process of New Registration of Radiation Workers

Pohang Accelerator Laboratory
Radiation Protection Department

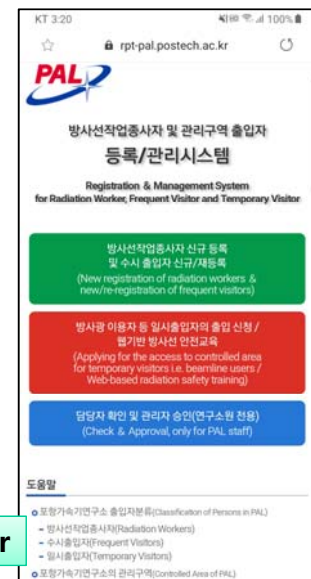
Registration & Management System

Web address : rpt-pal.postech.ac.kr

(Accessible via a quick link on the PAL webpage or notification e-mail)



PC web-browser



Mobile web-browser

- Mobile webpage available.
- No separate English webpage.
- Applicant will be notified about the processes such as account creation, application submission, approvals, and rejections by e-mail.

Classification of Person in PAL

Classification		Purpose of Access	Accessible Area	Requirement for Registration
Radiation Workers		Accelerator Operation, RI treatment, etc	Radiologically Controlled Area & Generally Controlled Area	1) Training : 12+ hours prior-to-work training (Basic & Workplace) 2) Medical Check
Frequent Visitors		Facility Management		1) Training : 3+ hours workplace 2) Medical Check
Temporary Visitors	Beamline Users	Usage of beamlines	Accessible Area at Generally Controlled Area : Permitted Experiment Area e.g. Experimental Hutch	1) Web-based Radiation Safety Training
	Workers at Generally Controlled Area	Facility Management		
	Visitors	Short Visiting, Excursion	No individual access. Access with Radiation Worker within 2 hours	-

※ When a person of other institution registers as a radiation worker at PAL, an approved long-term stay application or a certificate of radiation worker issued by applicant's institution might be required. (see next page)

※ The beamline user should apply as the temporary visitor even if he/she is the radiation worker at his/her institution.

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Legal basis for requirement

□ Training in Nuclear Safety Acts

원자력안전법 시행령

[시행 2019. 2. 15.] [대통령령 제29521호, 2019. 2. 8., 일부개정] [전체조문보기](#)

제148조(방사선작업종사자 및 수시출입자 교육) ① 원자력관계사업자는 법 제106조제1항에 따라 방사선작업종사자에 대해서는 신규교육과 정기교육을 실시하여야 한다. 이 경우 신규교육은 작업 종사 전에 실시하여야 한다.
② 제1항에 따른 교육은 기본교육과 직장교육으로 구분하여 실시한다. 이 경우 직장교육은 방사선안전관리자 외의 방사선작업종사자를 대상으로 한다. <개정 2014. 11. 19.>
③ 원자력관계사업자는 수시출입자에 대하여 기본교육 또는 직장교육을 실시할 수 있다. <신설 2016. 4. 12.>
④ 제2항 및 제3항에 따른 기본교육은 안전재단에서 발도록 하여야 하며, 직장교육은 해당 원자력관계사업자가 자체적으로 실시하고 위원회가 지정하여 고시하는 기관에 위탁하여 실시할 수 있다. <개정 2014. 11. 19., 2016. 4. 12., 2016. 6. 21.>
⑤ 제1항부터 제3항까지의 규정에 따른 교육의 과정 및 시간 등은 총리령으로 정한다. <개정 2016. 4. 12.>
⑥ 제149조제1항에 따른 보수교육을 받은 자는 제1항에 따른 해당 연도의 정기교육을 받은 것으로 본다. <신설 2014. 11. 19., 2016. 4. 12.>

■ 원자력안전법 시행규칙 [별표 5의2] <개정 2016. 3. 30>

교육의 과정 및 시간(제138조제6항 관련)

교육과정	신규교육 시간		정기교육 시간			
	기본교육	직장교육	기본교육			직장교육
			1. 방사선안전관리자	2. 방사선안전관리자 외의 방사선작업종사자	3. 수시출입자	
일반분야	8시간 이상	4시간 이상	매년 3시간 이상	매년 3시간 이상	매년 3시간 이상	매년 3시간 이상
방사선업무 검사분야	12시간 이상	6시간 이상	매년 5시간 이상	매년 5시간 이상	매년 5시간 이상	매년 5시간 이상

4

□ Medical Check in Nuclear Safety Acts

원자력안전법 시행령

[시행 2019. 2. 15.] [대통령령 제29521호, 2019. 2. 8., 일부개정] [전체조문보기](#)

제132조(건강진단) ① 법 제104조제1항제2호에 따라 원자력관계사업자는 총리령으로 정하는 바에 따라 원자력이용시설의 방사선작업종사자 및 수시출입자에 대하여 건강진단을 실시하여야 한다. <개정 2013. 3. 23., 2013. 8. 16., 2016. 4. 12.>
② 원자력관계사업자는 제1항의 건강진단의 결과에 관하여 기록의 작성·보존 그 밖에 총리령으로 정하는 조치를 하여야 한다. <개정 2013. 3. 23.>

원자력안전법 시행규칙

[시행 2019. 2. 15.] [총리령 제1522호, 2019. 2. 15., 일부개정] [전체조문보기](#)

제121조(건강진단) ① 열 제132조제1항에 따라 실시하는 건강진단에서는 다음 각 호의 사항을 검사하여야 한다. <개정 2013. 8. 16.>
1. 직업력 및 노출력
2. 방사선 취급과 관련된 병력
3. 임상검사 및 진찰
가. 임상검사: 말초혈액 중의 백혈구 수, 혈소판 수 및 혈액색소의 양
나. 진찰: 눈, 피부, 신경계 및 조혈기계 등의 증상
4. 말초혈액도말검사와 세극등현미경검사(제1호부터 제3호까지의 규정에 따른 검사 결과 건강수준의 평가가 곤란하거나 질병이 의심되는 경우에만 해당한다)
② 열 제132조제1항에 따른 건강진단의 실시시기는 다음 각 호와 같다. <개정 2013. 8. 16., 2016. 8. 8.>
1. 방사선작업종사자 및 수시출입자가 최초로 해당 업무에 종사하기 전
2. 해당 업무에 종사 중인 방사선작업종사자 및 수시출입자에 대하여는 매년, 다만, 전년도 건강진단을 실시한 때부터 12개월간의 피폭방사선량이 열 별표 1 제3호에 따른 선량한도를 초과하지 아니하는 경우에는 그 해의 제1항제1호 및 제2호에 대한 검사를 생략할 수 있다.
3. 방사선작업종사자 및 수시출입자의 피폭방사선량이 열 별표 1에 따른 선량한도를 초과한 때

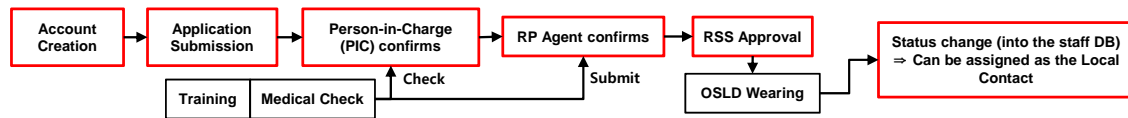
- 1) Persons entering the controlled area for operating the accelerators or handling RI
- 2) Persons deemed necessary of management for radiation safety among those who regularly enter the controlled area for work

Classification	Explanation	Process of registration (Red BOX: Using the web system)
PAL staff Radiation Workers (RW)	Radiation workers belonging to PAL	<pre> graph LR AC[Account Creation] --> AS[Application Submission] AS --> PIC[Person-in-Charge (PIC) confirms] PIC --> RP[RP Agent confirms] RP --> RSS[RSS Approval] RSS --> OSLD[OSLD Wearing] Training[Training] --> Check[Check] Medical[Medical Check] --> Check Check --> RP RP --> Submit[Submit] Submit --> RSS </pre>
RW, long-term stay	A person who has obtained the approval from PAL director for long-term stay in accordance with procedure, and who is managed by PAL because his/her institution is not a nuclear energy-related business operator.	<pre> graph LR AC[Account Creation] --> AS[Application Submission] AS --> LCPIC[Local Contact & PIC confirms] LCPIC --> RP[RP Agent confirms] RP --> RSS[RSS Approval] RSS --> OSLD[OSLD Wearing] LongTerm[Long-term stay app.] --> Check[Check] Training[Training] --> Check Medical[Medical Check] --> Check Check --> RP RP --> Submit[Submit] Submit --> RSS </pre>
RW of other institution, long-term stay	A person who has obtained the approval from PAL director for long-term stay in accordance with procedure, and who is registered as a radiation worker at his/her institution.	<pre> graph LR AC[Account Creation] --> AS[Application Submission] AS --> LCPIC[Local Contact & PIC confirms] LCPIC --> RP[RP Agent confirms] RP --> RSS[RSS Approval] RSS --> OSLD[OSLD Wearing] LongTerm[Long-term stay app.] --> Check[Check] CertRW[Certificate of RW] --> Check Check --> RP RP --> Submit[Submit] Submit --> RSS </pre>
RW of other institution, temporary entry	A person who is registered as a radiation worker at his/her institution, and who performs temporary radiation work at PAL.	<pre> graph LR AC[Account Creation] --> AS[Application Submission] AS --> LCPIC[Local Contact & PIC confirms] LCPIC --> RP[RP Agent confirms] RP --> RSS[RSS Approval] RSS --> OSLD[OSLD Wearing] CertRW[Certificate of RW] --> Check[Check] Check --> RP RP --> Submit[Submit] Submit --> RSS </pre>
POSTECH RW	A person who is registered as a RW at POSTECH, and is performing radiation work at PAL	<pre> graph LR AC[Account Creation] --> AS[Application Submission] AS --> LCPIC[Local Contact & PIC confirms] LCPIC --> RP[RP Agent confirms] RP --> RSS[RSS Approval] </pre>

5 : ALIEN REGISTRATION NUMBER issued by Korea immigration office is required. (See page 16)

PIC : Person-in-Charge in PAL (usually the head of the team)
RSS : Radiation Safety Supervisor

□ Summary of registration procedure for new PAL staff as RW



□ Document to be submitted

1) New PAL staff registered as the radiation worker for the **first time**

: After obtaining the prior-to-work training and the medical check, an applicant should submit

① a **certificate of basic prior-to-work training**, ② a **certificate of workplace prior-to-work training**, and ③ a **medical check result** to the Radiation Protection Department (RPD) office.

2) New PAL staff who is already registered as the radiation worker at the **former institution**

: After obtaining the periodic training and the medical check in the current year,

an applicant should submit ① a **certificate of basic periodic training**, ② a **certificate of workplace periodic training**, ③ a **medical check result**, and ④ a **certificate of radiation worker issued by the former institution**.

※ Even if the applicant has completed the training and medical check in the current year at the former institution, all four documents mentioned above must be submitted to RPD office.

※ A web-based radiation safety training is required if the applicant's workplace periodic training

7 is not performed by PAL. (Purpose: Minimum information transfer for a radiation safety in PAL)

□ Before completing training and medical check

- The applicant **cannot register** as a radiation worker at PAL **until the completion of training and medical check** (The submission of two certificate of basic & workplace trainings and the result of medical check to RPD office).

: This principle applies equally to the new PAL staff registered as the radiation worker for the first time as well as the new PAL staff who is already registered as the radiation worker at the former institution.

- If the applicant's workplace is located at '**the generally-controlled area not allowed to the temporary visitor***', it is **impossible to use the workplace** until the registration of the radiation worker is completed.

: The team to which the applicant belongs will be **temporarily assigned to the workplace outside the controlled area** such as Administration Bldg. and Support Bldg..

* the generally-controlled area not allowed to the temporary visitor

1) PLS-II : Whole area of Linac Bldg. (including ITF/ATF), Several area of Storage Ring Bldg.

2) PAL-XFEL : PAL-XFEL Linac Bldg. except HX and SX experiment area

□ Before completing training and medical check (Cont'd)

- If the applicant's workplace is located at 'the generally-controlled area allowed to the temporary visitor**', it is possible to access the workplace using the personal dosimeter for temporary entry after the registration of the workers at the generally-controlled area.
- : Because the temporary entry cannot exceed 30 days per year, ensure that the training and the medical check are finished as soon as possible.

* the generally-controlled area allowed to the temporary visitor (except maintenance period)

1) PLS-II : Experiment area of Storage Ring Bldg.
(+Inside the Exp. Hutch with Closing of Safety Shutter)

2) PAL-XFEL : Experiment area of PAL-XFEL Bldg. (Exclude some areas separated by fences)

- Temporary entry to the controlled area (within 2 hours)
 - ① Registration as the worker at the generally-controlled area is required.
(Wearing the personal dosimeter for temporary entry)
 - ② Access is allowed only when accompanied by the PAL staff radiation workers
: RFID chip to open the door in the personal dosimeter does not work.
 - ③ Radiation work such as accelerator operation is not allowed because you are not a radiation worker.

□ Guideline for new staff requiring training & medical check

Turn	Action	Explanation
1	Training Schedule Check & Application	<ul style="list-style-type: none"> - Once per year, collective training for new RW is available. (in PAL, 2 days) - Or the training by external institution is available. (Business Trip & *Web-based radiation safety training is required.)
2	Medical Check	<ul style="list-style-type: none"> - Contents : Medical check for the radiation workers - Time required to receive the medical check results : About 1 week
3	Web-based Radiation Safety Training	<ul style="list-style-type: none"> - After Click the 'Web-based Radiation Safety Training', do following process; Account creation, Training Completion (Watch Video & Test), Getting personal dosimeter for temporary entry (PIC confirms & RSS approval)
4	Prior-to-Work Training	<ul style="list-style-type: none"> - Finish the training applied in turn.1 & Get two certificates (basic & workplace)
5	Registration Application	<ul style="list-style-type: none"> - Apply the radiation worker registration using the system and submit documents to RPD office.

- The first thing that the applicant need to do is to apply for training !!
This is due to not only the collective training in PAL but also the training by the external institution is carried out only according to a fixed schedule, which can be delayed a lot.
(Basic training provided by a government agency is essential, so there is no part that can be coped by PAL.)
- * The purpose of the web-based radiation safety training is to recognize the minimum information related to the radiation safety of PAL ⇒ The web-based training is almost essential requirement for the radiation worker.

Account Creation

rpt-pal.postech.ac.kr

방사선작업종사자 및 관리구역 출입자 등록/관리시스템
Registration & Management System for Radiation Worker, Frequent Visitor and Temporary Visitor

방사선작업종사자 신규 등록 및 수시 출입자 신규/재등록
(New registration of radiation workers & new/re-registration of frequent visitors)

방사선 이용자 등 일시출입자의 출입 신청 / 정기방 방사선 안전교육
(Applying for the access to controlled area for temporary visitors i.e. beamline users / Web-based radiation safety training)

담당자 확인 및 관리자 승인(연구소원 천용)
(Check & Approval, only for PAL staff)

신규등록을 위한 계정 생성
(Create an account for new registration)

등록 신청서 작성 및 신청 상황 조회
(Write an application form & check the application status)

아이디(ID) | 비밀번호(Password)

로그인 (LOGIN) | 자주하는 질문 (FAQ)

아이디 찾기 (Find ID) | 비밀번호 찾기 (Find Password)

내/외국인 (Domestic/Foreigner) ☒ 내국인(Korean) ☐ 외국인(Foreigner)

출입자구분 (Type) 방사선작업종사자

종사자구분 (Type of Radiation Worker, RW) 연구소원종사자

신규 방사선작업종사자 등록을 위해서는 방사선안전교육과 방사선 건강검진이 필수입니다. 방사선안전교육(279-1851)로 연락처가 가까운 일정에 대해 안내 받으십시오. Radiation safety trainings and radiation health examinations are necessary for registration of new radiation worker. Contact the Radiation Protection Department (279-1851) for guidance on the nearest schedule.

☐ 위 내용을 읽고, 확인하였습니다. (I have read and confirmed above notification.)

성명 (Name) 한글이름: _____ 영문이름: _____

아이디 (ID) _____

비밀번호 (Password) 비밀번호: _____

비밀번호 확인 (Confirm Password) 비밀번호 확인: _____

소속 기관 (Institution) 포항가속기연구소/Pohang Accelerator Laboratory

소속 부서 (Department) 부서: _____ 검색(Search)

휴대전화 (Mobile Phone) 010 - _____ - _____

성별 (Sex) ☐ 남 (Male) ☐ 여 (Female)

생년월일 (Date of Birth) 년-월-일: _____

본 시스템은 방사선 안전을 위해 사용됩니다. (This system is used for radiation safety.)

본 시스템은 방사선 안전을 위해 사용됩니다. (This system is used for radiation safety.)

☐ [동의] 개인정보 수집 및 이용 동의 (Personal Information Collection and Usage Agreement)

☐ [동의] 개인정보 제3자 제공 동의 (Sharing Personal Information with Third Party Agreement)

시스템 이용을 위한 개인정보 수집 및 이용, 개인정보 제3자 제공에 모두 동의합니다. (I agree the personal information collection and usage, sharing the personal information with third party to use this system.)

제출 (Submit) **취소** (Cancel)

11

Account Creation

Choose the type of radiation worker & Check the related notice

출입자구분 (Type) 방사선작업종사자

종사자구분 (Type of Radiation Worker, RW) 연구소원종사자

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부서 선택 / Department

검색(Search)

- 선행가속기팀
- 삽입장치팀
- 가속기공학팀
- 방사광연구단
 - 3세대 방사광부
 - 생물화학구조연구팀
 - 에너지화학연구팀
 - 나노소재화학연구팀
 - 장차계열팀
- 4세대 방사광부
 - 실험장치팀
 - 실험지원팀
 - 산업기술융합센터
 - 방사광응용팀
 - 기업지원팀
- 방사선안전실
 - 기획실
 - 정책기획팀
 - 연구지원팀

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본 시스템은 방사선 안전을 위해 사용됩니다. (This system is used for radiation safety.)

본 시스템은 방사선 안전을 위해 사용됩니다. (This system is used for radiation safety.)

☐ [동의] 개인정보 수집 및 이용 동의 (Personal Information Collection and Usage Agreement)

☐ [동의] 개인정보 제3자 제공 동의 (Sharing Personal Information with Third Party Agreement)

시스템 이용을 위한 개인정보 수집 및 이용, 개인정보 제3자 제공에 모두 동의합니다. (I agree the personal information collection and usage, sharing the personal information with third party to use this system.)

제출 (Submit) **취소** (Cancel)

12

□ New Application after log-in

방사선 작업종사자 등록 신청서
Application for Radiation Worker Registration

신청일 (Application Date) : 2019-09-04

신규신청 (New Application)

소원 선택 / PAL Staff

성명 (Name) : 방
검색(Search)

성명 (Name) | 직책 (Position) | 소속 부서 (Department) | 선택 (Select)

방사선안전실장 (RPD Director) | 실장 (Head) | 방사선안전실 (Radiation Protection Department) | 선택(Select)

1

Select the Head of the Team as the Local contact (new PAL staff only)
Search result for new PAL staff will only show the Head of the Team or the Director of the Department.

13

□ Status after submitting the application

방사선 작업종사자 등록 진행 현황
Registration Progress of Radiation Worker

작업 신청 내역 (Application List of Work)

신청일 (Application Date)	작업명 (Work Title)	작업지역 (Work Area)	수행기간 (Duration)	진행현황 (Progress)	수정 (Modification)	신청서출력 (Print)
2019-09-04	4세대 방사선안전	진지역	2019-09-05 ~ 2022-09-01	진행중 (In Progress)	수정 (Modification)	

1

수정 (Modification)

보기 (View)

- Status can be checked through 'Progress'

- Before confirming from the head of the applicant's team, the applicant can modify the application form.

- After confirming from the head of the applicant's team, the status changes from 'Modification' to 'View'

14

□ After the approval

보낸사람: <eunjin@postech.ac.kr> | 주소록추가 | 수신차단

방사선 작업종사자 등록신청서 승인
Approval for Radiation Worker Registration

신청자 성명(Name)	소원테스트
작업개시일 (Starting Date)	2019-09-05

※ 작업 개시 전 방사선안전교육을 받음하여 개인선량계를 수령
Please visit the Radiation Protection Department to receive your personal dosimeter before your work.

확인 Check

Future For Us, Innovation World - 미래를 밝혀줄 밝은 빛, 포항가속기연구소

출입 신청 결과 현황

신청자	소속기관	작업시작일	검역종료일
진행현황	검역요청	검역결과	

검색

검색 조건 영역

신청자	작업자	소속기관	작업기간	검역현황	검역
등록(포함)된 정보가 없습니다. (There is no registered information.)					

1

- Notification via e-mail → Visit the RPD office (see next page)
- Status is changed (Reg. required ⇒ PAL staff) when the system log-in

15

□ After the approval

9.1 방사선 작업종사자 등록신청서

방안-02-02, 개정 3.6/8

- 1) Visit the RPD office
(Technical Bldg. No. 316, 279-1851)
- 2) Fill out the required information
(**alien registration number**) and
sign the printed application form
: Your alien registration number is not saved
in the system but it is essential to register
you as RW according to Nuclear Safety
Acts in Korea.
- 3) Wearing the personal dosimeter
when you access to the controlled
area in PAL.

방사선작업종사자 등록신청서
(Application for Radiation Worker Registration)

신청자 기재 (Please print clearly inside the bold line only)

신청일자(Date)	2019-09-04	신청번호	
성명 (Name)	소원테스트	소속 (Affiliation/Dept.)	포항가속기연구소 방사선안전실
연락처 (Phone No.)		주민등록번호 (Passport No.)	-
전자우편 (e-mail)		생년월일 (Date of Birth)	
성별 (Sex)	<input checked="" type="checkbox"/> 남(Male) <input type="checkbox"/> 여(Female)	작업명 (Work Title or Description):	4세대 방사선안전실
작업내용 (Work Plan)	작업지역(Work Area)	전 지역	
	수행기간 (Duration)	2019-09-05 ~ 2022-09-01	
방사선피폭 이력 (Radiation Exposure History)		무	

본 연구소에서의 방사선 안전교육 이수 경향: ☐ 유 ☒ 무 (교육일자:)
[Previous attendance to the radiation safety class at PAL: ☐ Yes ☒ No
If Yes, please note the date:]

본인은 관리구역내 작업 중 포항가속기연구소의 모든 규칙과 지시를 준수하겠습니다.
[I will observe all the radiation safety rules of PAL during the above work in controlled area.]

서명 (Signature) (서명)

* 이하 연구소 측 기재 (Office Use Only) *

위에 기술된 내용이 모두 사실임을 확인합니다.
[I confirm the above description is true.]

연구소내 담당자 (Local contact): 방사선안전실장	서명 (signature): 방사선안전실장
작업책임자 (투시장, Person in Charge): 방사선안전실장	서명 (signature): 방사선안전실장
작업자 구분	<input checked="" type="checkbox"/> 종사자 (Radiation Worker) <input type="checkbox"/> 수시출입자 (Frequent Visitor)
	<input type="checkbox"/> 기타 (Other):
승인	방사선 안전위원
확인	방사선 안전 관리자

* 유의 사항: [Please submit this up to 3 days prior to your working date]

Approved application can be printed out
only at the RPD office

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Other Radiation Workers

17

Registration of long-term RW

☐ Long-term stay radiation workers

A person who has obtained the approval from PAL director for long-term stay in accordance with established procedure, and who is managed by PAL because his/her institution is not a nuclear energy-related business operator.

☐ Guideline for long-term RW requiring training & medical check

Turn	Action	Explanation
0	Long-term Stay Approval	- Get the approval from the PAL director for long-term stay : Approved application for long-term stay is submitted to RPD office
1	Training Schedule Check & Application	- Once per year, collective training for new RW (in PAL, 2 days) - Or the training by external institution is available (Business Trip & Web-based radiation safety training is required.)
2	Medical Check	- Contents : Medical check for the radiation workers - Time required to receive the medical check results : About 1 week
3	Web-based Radiation Safety Training	- After Click the 'Web-based Radiation Safety Training', do following process; Account creation, Training Completion (Watch Video & Test), Getting personal dosimeter for temporary entry (PIC confirms & RSS approval)
4	Prior-to-Work Training	- Finish the training applied in turn.1 & Get two certificates (basic & workplace)
5	Registration Application	- Apply the radiation worker registration using the system and submit documents to RPD office.

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Except the turn no. 0, the process is the same as that of PAL staff RW.

□ Radiation Workers of other institution, long-term stay

A person who has obtained the approval from PAL director for long-term stay in accordance with established procedure, and who is registered as a radiation worker at his/her institution.

□ Radiation Workers of other institution, temporary entry

A person who is registered as a radiation worker at his/her institution, and who performs temporary radiation work at PAL.

Beamline user is temporary visitor! Don't register as RW of other institution!

□ Guideline for RW of other institution

Turn	Action	Explanation
0	Long-term Stay Approval	- Get the approval from the PAL director for long-term stay : Approved application for long-term stay is submitted to RPD office
1	RW certificate	- Prepare the certificate of radiation worker issued by applicant's institution : Use own form of institution or the form of PAL (See page 21)
2	Registration Application	- Apply the radiation worker registration using the system and submit documents to RPD office.
3	Web-based Radiation Safety Training	- After approval, complete 'Web-based Radiation Safety Training'* (Watch Video & Test)

*'Confirm & Approval' process is not include. Ask to the method to RPD Agent!

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Turn 0 is for the long-term stay only

□ Account Creation

rpt-pal.postech.ac.kr

**방사선작업종사자 및 관리구역 출입자
등록/관리시스템**

Registration & Management System
for Radiation Worker, Frequent Visitor and Temporary Visitor

**방사선작업종사자 신규 등록
및 수시 출입자 신규/재등록**
(New registration of radiation workers & new/re-registration of frequent visitors)

**방사선 이용자 등 일시출입자의 출입 신청 /
별기반 방사선 안전교육**
(Applying for the access to controlled area for temporary visitors i.e. beamline users /
Web-based radiation safety training)

담당자 확인 및 관리자 승인(연구소원 전용)
(Check & Approval, only for PAL staff)

신규등록을 위한 계정 생성
(Create an account for new registration)

등록 신청서 작성 및 신청 상황 조회
(Write an application form & check the application status)

아이디(ID)

패스워드(Password)

로그인 (LOGIN)

자주하는 질문 (FAQ)

아이디 찾기 (Find ID) | 비밀번호 찾기 (Find Password)

***내/외국인**
(Domestic/Foreigner)

☒ 내국인(Korean) ☐ 외국인(Foreign)

***출입자구분**
(Type)

☐ 방사선작업종사자

***종사자구분**
(Type of Radiation Worker, RW)

☐ 연구소원종사자

신체 방사선안전교육종사자 등록을 위해서는 방사선안전교육과 방사선 안전교육이 필수입니다.
방사선안전교육(279-1551)과 방사선 안전교육(279-1551)은 방사선안전교육을 이수한 후 등록 가능합니다.
Radiation safety training and radiation health education are necessary for registration of new radiation worker.
Contact the Radiation Protection Department (279-1551) for guidance on the nearest schedule.

☐ 위대원을 보고 확인받았으나, 등록하지 않음(confirm above notification)

***성명**
(Name)

한글이름: 영문이름:

***아이디**
(ID)

(아이디를 입력한 후 중복확인을 클릭하세요.
(Please check the 'Check Availability' button))

***비밀번호**
(Password)

***비밀번호 확인**
(Confirm Password)

***소속 기관**
(Institution)

포항가속기연구소/Pohang Accelerator Laboratory

***소속 부서**
(Department)

(검색/Search)

***휴대전화**
(Mobile Phone)

010 - -

***직접입력**
(Direct Input)

@

***성별**
(Sex)

☐ 남 (Male) ☐ 여 (Female)

***생년월일**
(Date of Birth)

년-월-일

- -

- 한 15세 미만인 시스템은 등록할 수 없습니다.
- 15세 미만인 등록에 대해서는 방사선안전교육을 이수해야 합니다.
(Please do not register using this system.
(Please contact the Radiation Protection Department for the exception.)

☐ [동의] 개인정보 수집 및 이용 동의 (Personal Information Collection and Usage Agreement)

☐ [동의] 개인정보 제 3자 제공 동의 (Sharing Personal Information with Third Party Agreement)

시스템 이용을 위한 개인정보 수집 및 이용, 개인정보 제 3자 제공에 동의합니다.
(I agree the personal information collection and usage, sharing the personal information with third party to use this system.)

제출 (Submit)

취소 (Cancel)

Account Creation

- Including notification text for other RW. Check box after read and confirmed

Click to download the form of PAL

- The certificates of the radiation worker can be used for the form of applicant's institution, but if the form is not available, use the form of PAL.

Essential information in Certificate : **Information of RW (Name, Birthday, Sex, Affiliation),**

Work period at PAL, Name and signature of Radiation Safety Supervisor,

Name and Signature of Institute Representative

- After the account creation, the modification of RW type or the change between the RW and frequent visitors is not possible. (Not reusable of cellular phone number & e-mail address)
⇒ Contact to the RPD agent to modify the created account

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New Application after log-in

- Work Title, Work Area and Duration

: Inaccurate or non-specific description will result in the application rejection.

1) Duration of long-term stay : Same with approved application (usually 1 years)

2) External RW, temporary entry : Same with the RW certificates

- Local Contact in PAL : Can be only entered by searching

If your local contact in PAL who belongs to more than 1 team, the search result will be shown as below. ⇒ You must select correctly because the approval process (PIC) is different !!

- Person-in-Charge (PIC) : Automatically entered when the local contact is entered.

Status after submitting the application / After Approval

Same procedure as on pages 14 ~ 16, but your status is not PAL-Staff.