





## INSTRUCTIONS

Personnel Exposure to Ionizing Radiation (Report Symbol NED 6470-1)  
Personnel Exceeding Radiation Exposure Limits (Reports Symbol NED 6470-2)

1. General
    - a. This dual purpose form may be used for either report but the reports must not be combined on the same form.
    - b. These reports are required on all personnel in the Naval Establishment who have been or are being occupationally exposed to Ionizing Radiation. It shall be the responsibility of each activity of the Naval Establishment having personnel so exposed to submit these reports to BUMED, Code 74, in duplicate in accordance with the following time periods.
      1. Report Symbol MED 6470-1 - Report of Personnel Exposure to Ionizing Radiation shall be submitted annually to BUMED, Code 74, in duplicate by 31 January each year and shall include all personnel on board 31 December who incurred such exposure at any time during the calendar year at the reporting activity.
      2. Report Symbol MED 6470-1 - Report of Personnel Exposure to Ionizing Radiation must also be prepared and submitted as a situational report if an individual so exposed was transferred, or terminated employment during the calendar year. This report shall be submitted to BUMED, Code 74, in duplicate by the activity at which the exposure was incurred, within 6 weeks of such transfer or termination. Data for the Report Symbol MED 6470-1 shall be obtained from the individual's DD 1141, Record of Occupational Exposure to Ionizing Radiation.
      3. Report Symbol MED 6470-2 - Report of Personnel Exceeding Radiation Exposure Limits is required on all personnel in the Naval Establishment who have exceeded radiation exposure limits. It shall be the responsibility of the activity at which the limits were exceeded to submit this report in duplicate to BUMED, Code 74. A copy of the report shall be attached to each individual's DD 1141 for permanent retention. If personnel have received a dose of more than 3 rem in any one calendar quarter, the report shall be forwarded within 30 days from the determination of such exposure. If personnel have received a dose of more than 5 rem in a single incident, a report shall be forwarded within 24 hours from the determination of such exposure. If any individual has received a dose of more than 25 rem in a single incident, Chief, Bureau of Medicine and Surgery, shall be notified immediately by priority message.
  2. Specific Coding Instructions
    - a. Check the appropriate boxes to indicate which report is being submitted and if the report being submitted is an Annual or Situational Report.
    - b. Item.
      1. Enter name and address of reporting activity.
      2. Enter Reporting Facility Code. Refer to Chapter 5 of the Radiation Health Protection Manual for instructions for devising the Reporting Facility Code.
      3. Enter Calendar Year Reported.
      4. Enter Date Reported.
      5. Enter Name as currently carried on rolls - last name, first name, and middle initial, as appropriate. If this combination exceeds 19 spaces, enter last name and initials only.
      6. Enter individual's Social Security Account Number.
      7. Enter individual's year and month of birth.
      8. Enter year, month and day exposure was considered to have started, i.e. 69-10-27.
      9. Enter year, month and day exposure was considered to have ended i.e. 69-12-26.
      10. through 14. Enter radiation doses received to three decimal places, i.e. 03.450. Enter doses evaluated as "zero" as 00.000. Do not use "X's" or term minimal.
      10. Enter "Skin Dose", soft in rem (Roentgen Equivalent, Man) which includes low energy Gamma, X-ray of less than 20 KEV effective energy and Beta radiation.
      11. Enter X-ray and Gamma dose in rem.
      12. Enter Neutron dose in rem.
      13. Enter accumulated dose for this period; sum of items 11 and 12.
      14. Enter total lifetime accumulated dose in rem.
      - 15, 16, 17. Self Explanatory.
- Reporting Procedures are explained in detail in Chapter 5 of NAVMED P-5055, Radiation Health Protection Manual.