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OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN
Governor

DATE: December 7, 2011
TO: Industrial Radiographers
FROM: Mike Broderick, Environmental Programs Manager *MB*
Radiation Management Section
Land Protection Division
SUBJECT: **2012 Dates for Industrial Radiography Examination**
Application Procedures

The Oklahoma Department of Environmental Quality (DEQ), Radiation Management Section, will be offering the Industrial Radiography Examination with an opportunity to obtain an Oklahoma Certification card again in 2012.

The tests will be held in the following locations:

DEQ
Multipurpose Room
707 N. Robinson Ave.
Oklahoma City, Oklahoma 73102

Tulsa Technology Center
Riverside Campus
801 E. 91st Street
Tulsa, Oklahoma 74132

The test dates, locations and application deadlines are listed below. Testing will begin at 10:30 a.m. for all tests.

Application Deadline	Exam Date	Location
January 10, 2012	February 13, 2012	DEQ, Oklahoma City, OK
March 13, 2012	April 16, 2012	Tulsa Tech Center, Tulsa, OK
May 15, 2012	June 18, 2012	DEQ, Oklahoma City, OK
July 10, 2012	August 13, 2012	DEQ, Oklahoma City, OK
September 11, 2012	October 15, 2012	Tulsa Tech Center, Tulsa, OK
November 13, 2012	December 17, 2012	DEQ, Oklahoma City, OK



******PLEASE READ ALL OF THE FOLLOWING INFORMATION CAREFULLY******

WHO HAS TO BE CERTIFIED?

Any person working in industrial radiography with radioactive materials as a radiographer must be certified.

HOW DO I GET CERTIFIED?

A radiographer certification ID card is issued to someone who:

1. Passes the industrial radiography exam.
2. Completes and documents an agency-accepted 40-hour radiation safety course (DEQ Form 410-5-2 [Rev 04/03]).
3. Completes and documents on-the-job training of 200 hours active participation with radioactive materials, and/or 120 hours active participation with x-ray machines (DEQ Form 410-5-3 [Rev 10/08]).

HOW DO I APPLY TO TAKE THE EXAM?

****PLEASE TAKE NOTE OF APPLICATION PROCEDURES****

Please see attached announcement or go to:

<http://www.deq.state.ok.us/LPDnew/forms/indexradforms.html>

1. Use DEQ Form 410-5-1(Rev. 08/11), Application for Industrial Radiography Examination; additional copies may be made.
2. Original signature of the person who will take the exam is required; **copies are not accepted.**
3. **Faxed applications will not be accepted, no exceptions.**
4. Indicate 1st and 2nd exam date choices, if you are not accepted to your first choice, you will be placed in the next available class
5. Complete applications (with Affidavit, paperwork and fees) will be processed if received by the deadline in the order they were received

****Those individuals applying for an initial, re-exam, or a renewal exam must still submit all of the paperwork listed above****

HOW MUCH DOES THE EXAM COST?

Send a non-refundable check or money order (**\$140.00** for ALL exams) payable to the **Oklahoma Department of Environmental Quality**, with your application.

WHERE DO I SEND THE EXAM APPLICATION AND FEE?

Send your application package with citizenship documentation and fee to:

**Oklahoma Department of Environmental Quality
P.O. Box 1677
Oklahoma City, OK 73101-1677**

DO YOU HAVE A DISABILITY?

If an accommodation is required, submit the attached form with your application and the supporting documentation from a professional who is familiar with your disability.

WE WILL LET YOU KNOW!

A confirmation letter and email (if you provided an address) will be sent approximately 2 weeks before the exam; it contains exam date, deadline for cancellation, map, address, and telephone number of the exam location. **You will not receive notification from DEQ if you were not accepted in the exam.** If you do not receive an acceptance letter please call Michele Woods at (405) 702-5164, (you may not have been seated for this examination). If you were not accepted to the exam you applied for; you will be automatically placed in the next exam, unless otherwise specified.

UNABLE TO ATTEND?

Exam fees are non-refundable. Call us by the deadline for cancellation to reschedule. After the cancellation deadline, only substitution is allowed.

DEADLINE FOR SUBSTITUTION

The deadline for substitution is **12:00 p.m. on the Monday one week prior to the exam.** Substitution is subject to approval.

ABOUT THE EXAM

1. Two types of exams are offered
 - a. Radioactive Materials Only
 - b. Both (Radioactive Materials and X-Ray Machines)
2. 3 hours to complete exam
3. 125 multiple-choice questions with 4 possible choices
4. 100 of the questions count toward a passing score; 25 questions are new questions that are being field-tested and do not count for or against the score.

WHAT SHOULD I KNOW/STUDY?

Topics outlined in Subchapter 5 of the Oklahoma Radiation Management Rules (252:410-5) are covered. The following is a list of five resources used in developing each examination may be used for study purposes.

1. OAC 252:410-7{10 CFR 19}
2. OAC 252:410-20{10 CFR 20}
3. OAC 252:410-10-34{10 CFR 34}
4. OAC 252:410-5
5. Working Safely in Radiography, NUREG/BR-0024, Office of Nuclear Regulatory Research, U. S. Nuclear Regulatory Commission, Washington, D. C., September, 1982.
6. Radiography Handbook NDT #128, ASNT 1991.

Resource number 5 is available from the American Society for Nondestructive Testing. Call 1-800-222-ASNT and request: Working Safely in Radiography, #232, \$36.50 (Member) or \$49.50 (Non-Member)

Resource number 6 is available from the American Society for Nondestructive Testing. Call 1-800-222-ASNT and request: Radiography Handbook NDT, #128, \$108.25 (Member) or \$143.75 (Non-Member)

WHAT TO DO ON EXAM DAY?

Arrive by designated time in order to register. If you arrive after the exam begins, you will not be allowed to take the exam. You will then need to register and pay to take the exam on a later scheduled exam day.

Bring to the exam:

- (1) **Photo I.D.** (e.g. driver's license)
- (2) #2 pencil or mechanical pencil
- (3) Calculator (ones with preprogrammed data or formulas including exposure calculators, are not permitted; calculators on cellular phones will not be allowed)
- (4) Immigration materials (Affidavit)

***Exam begins after registration is completed.**

HOW DO I APPLY FOR A CERTIFICATION CARD?

1. Use DEQ Form 410-5-2 (Rev. 04/03) Radiographer Qualification, and DEQ Form 410-5-3 (Rev. 10/08) On-the-Job Training Record. Additional copies may be made.
2. Original signature of the person requesting certification and of the Radiation Safety Officer is required.
3. These forms can be submitted with the test application, on the day of the test, or after the test.
4. Faxed applications **will not** be accepted.

WHAT IF I AM ALREADY CERTIFIED AND JUST NEED TO RENEW MY CARD?

Just submit a copy of the front and back of your current radiographer card, pass the exam, and submit a Notarized Affidavit Regarding Citizenship.

WHERE DO I SEND THE RADIOGRAPHER QUALIFICATION FORM OR THE COPY OF THE FRONT AND BACK OF MY RADIOGRAPHER CARD?

Send the Radiographer Qualification form to:

Oklahoma Department of Environmental Quality
Land Protection Division
Radiation Management Section
Attn: Keisha Cornelius
P.O. Box 1677
Oklahoma City, OK 73101-1677

QUESTIONS?

Call Keisha Cornelius at (405) 702-5162 or Michele Woods at (405) 702-5164.
Email: keisha.cornelius@deq.ok.gov or michele.morris@deq.ok.gov

WHAT IS ATTACHED?

- *Application for Industrial Radiography Examination (DEQ Form 410-5-1, Rev. 08/11)
- *Radiographer Qualification Form (DEQ Form 410-5-2, Rev. 04/03)
- *On-the-Job-Training Record (DEQ Form 410-5-3, Rev. 10/08)
- *Request for Disability Accommodation
- *Affidavit Regarding Citizenship