**Section 350.APPENDIX C Retention Requirements for Records**

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| Specific Section | Name of Record | Record Retention Period |
| 350.50 | Receipt, Transfer and Disposal | Until the radioactive material license or certificate of registration is terminated |
| 350.1040(c) | Survey Instrument Calibration | 5 years |
| 350.1050(c) | Leakage or Contamination Tests | 5 years |
| 350.1060 | Quarterly Inventory | 5 years |
| 350.1070 | Utilization Logs | 5 years |
| 350.1080 | Quarterly Inspection and Maintenance | 5 years |
| 350.1090 | High Radiation Area Control Devices or Alarm Systems | 5 years |
| 350.2010(c) | Training and Testing Records | Until the radioactive material license or certificate of registration is terminated. 3 years after termination of employment |
| 350.2010(d) | Internal Audit Program | 5 years |
| 350.2030(c) | Pocket Ionization Chamber (i.e., Pocket Dosimeter) Calibrations | 5 years |
| 350.2030(d) | Personnel Monitoring Records Pocket Ionization Chamber (i.e., Pocket Dosimeter) Readings | Until the radioactive material license or certificate of registration is terminated |
| 350.2030(g)(4) | Alarm Ratemeter Calibrations | 5 years |
| 350.3030 | Radiation Surveys | 5 years or until the radioactive material license or certificate of registration is terminated if a survey was used to determine an individual's exposure |
| 350.3040 | Records at Temporary Job Sites | During temporary job site operations |
| 350.3050 | Initial and Annual Evaluations of Enclosed Radiography Systems | 5 years |
| 350.4010 | License, documents incorporated by reference and amendments to each of these items | Until the radioactive material license is terminated by the Agency or until 3 years after being superseded by new documents approved by the Agency |

(Source: Amended at 47 Ill. Reg. 9221, effective June 22, 2023)