

ASSIGNMENT FORM FOR SPARE BADGES
REPORT DOSIMETERS ISSUED BY BADGE COORDINATOR PRIOR TO RETURN OF BADGES

*Please Return To: Lance Peters in the Office of Environmental Health & Safety
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1. To Assign Dose to a Participant:

- a) From printed data on spare dosimeter, complete columns 1, 4 & 7. (*Instructions in section 2.*)
- b) Enter the wear period begin and end date in columns 10 & 11.
- c) Complete columns 12 through 15. with participant information.

2. To Complete Spare Badge Information:

- a) Badge identification information is on the back of the badge.
- b) The **Badge Serial number** is found just above the bar code.
- c) The **Date** is on the first line on the back of the badge.
- d) The three Capital letters on the second line indicate the **series code**.



SPARE BADGE INFORMATION				PARTICIPANT TYPE		DATA TO BE REPORTED							PERMANENT REPORTING DATA				
Badge Serial #	Account #	Spare #	Date on Badge	Regular	New	*One Time User Do Not Carry Totals	Account #	Participant #	Series Code	Req	Waist, Collar, or Whole Body	Begin Wear Date	End Wear Date	Participant Name	Social Security	Sex	Birth Date
(1)	(2)	(3)	(4)			*Complete Cols 1-4	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)