

Memo

UVA Environmental Health & Safety

To: Radioactive Material Users & Buyers
From: Kristen Crawford
CC: Mike Welling
Ginger Houchens
Trevor Thomas
Date: November 2018
Re: Deadlines for Radioactive Orders during the Holidays

Comments: In preparation for the upcoming holidays, we wanted to provide you with the following information regarding radioactive material orders.

The Office of Environmental Health & Safety/Radiation Safety will be closed on November 21-23, 2018 and December 24, 2018-January 2, 2019. This is in accordance with the University of Virginia observed holiday calendar. We ask that you please keep this in mind when planning a Radioactive Material order and delivery around this time. Packages cannot arrive or be received on these dates.

In order to receive your Radioactive orders before these closed dates, please place all orders by Wednesday, November 14, 2018 for the November holiday. For the December holiday, please have all orders placed by Monday, December 17, 2018.

In addition, some vendors may also be closed for additional days around these holidays. Please check with Kristen Crawford at radorders@virginia.edu to inquire about possible additional closing days for your chosen vendor.

If you have any questions regarding this or anything related to Radioactive Material orders, please use the email radorders@virginia.edu

The University's observed holiday calendar is located at the following link:
<http://www.hr.virginia.edu/calendars/university-holiday-schedule/>

Thank you. Your cooperation is greatly appreciated!

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