

# LETTER OF AGREEMENT

## OSL/TLD Personnel Monitoring Service

This letter of agreement (LOA) outlines the terms and conditions of the Optically Stimulated Luminescence (OSL) Dosimeter and Thermoluminescence Dosimeter (TLD) Personnel Monitoring Services provided by the Philippine Nuclear Research Institute (PNRI) – Radiation Protection Services Section (RPSS)

This AGREEMENT, is made and entered between:

the PNRI represented by the Division Chief of the Nuclear Services Division,

- and -

\_\_\_\_\_, with address at \_\_\_\_\_,  
Name of Company

\_\_\_\_\_ a government/private entity operating and doing business under Philippine law, and hereinafter referred to as the CUSTOMER.

The CUSTOMER recognizes that the PNRI is the owner of OSL or TLD, each unit consisting of an OSL/TLD card and card holder, which are available for use to monitor personnel who are occupationally exposed to radiation, the issuance of such units forming part of the personnel monitoring service rendered by PNRI for radiation protection purposes.

The CUSTOMER desires to avail of such personnel monitoring service and, hence, the use of the PNRI OSL/TLD unit described above in connection with the CUSTOMER's duly licensed use and/or handling of radioactive materials and/or radiation sources.

In connection with the foregoing, the PNRI and the CUSTOMER agree to the following:

**The PNRI shall allow the use of the OSL/TLD by the CUSTOMER, and the CUSTOMER shall accept and take possession of the said Dosimeter subject to the following terms and conditions:**

- a. The CUSTOMER shall use the OSL/TLD unit exclusively for the purpose indicated above within the paid for monitoring period.
- b. The CUSTOMER shall pay the PNRI for the personnel monitoring service, including the use of the Dosimeter, in the amount of **PHP 300.00/unit/monitoring period with an advance payment to be made equivalent to at least three monitoring periods**. The service cost is subject to increase, in accordance with the approved fees & charges of the Institute, without prior notice. The CUSTOMER shall be responsible for the delivery or collection of the Dosimeters; otherwise, a delivery fee shall be charged to them, and the transport of the same Dosimeter unit shall be taken care of by the PNRI.
- c. The CUSTOMER shall return to PNRI the dosimeters at the end of each stipulated monitoring period for evaluation of the dosimeter reading, without need of prior notice from the PNRI. Failure to return the dosimeter units one month after the monitoring period shall make the CUSTOMER liable to pay PNRI the amount **PHP 250.00/unit/monitoring period** until its actual return. Dosimeters not returned after two monitoring periods from the prescribed period of use shall be considered as LOST.
- d. The CUSTOMER shall be responsible for preserving intact and in good condition the dosimeters provided to them. In case of loss or damage of the whole body OSL or TLD while it is under the custody of the CUSTOMER, the CUSTOMER shall **REPLACE** the lost or damaged unit with an OSL Dosimeter that is of the same quality and specifications used by PNRI. In case of loss or damage of the extremity TLD while it is under the custody of the CUSTOMER, the CUSTOMER shall pay PNRI an amount **as per quoted by a TLD SUPPLIER**.

- e. The CUSTOMER with outstanding penalty charges from late return or LOST or *DAMAGED* dosimeters may not be allowed to renew their subscription to the OSL/TLD Personnel Monitoring Service until all penalty charges have been settled and all lost *and damaged* dosimeters have been replaced.
- f. The CUSTOMER shall allow PNRI to report personnel dose values to the Philippine Dose Registry of Occupationally Exposed Workers (PhilDose) managed by the PNRI-RPSS. Worker personal information shall be kept strictly confidential; and protected under the R.A. 10173 – Data Privacy Act of 2012.

**This agreement is effective for FIVE YEARS and shall supersede and revoke any prior contract governing the OSL/TLD Personnel Monitoring Services which PNRI has executed with the CUSTOMER. Further, this agreement may be amended, modified, or earlier terminated at the option of the PNRI.**

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

PHILIPPINE NUCLEAR RESEARCH  
INSTITUTE  
by

CUSTOMER  
by

\_\_\_\_\_  
Chief, Nuclear Services Division

\_\_\_\_\_  
Signature over printed name of Head of Office/Department

\_\_\_\_\_  
Designation

**WITNESS**

\_\_\_\_\_  
PNRI Representative

\_\_\_\_\_  
Customer Representative

**ACKNOWLEDGEMENT**

Republic of the Philippines)  
Quezon City ) ss.

BEFORE ME, a Notary Public of \_\_\_\_\_ personally appeared  
\_\_\_\_\_ with Passport No. \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_.

and

\_\_\_\_\_ with Passport/LTO/PRC/Voter/Postal ID No. \_\_\_\_\_

issued at \_\_\_\_\_ on \_\_\_\_\_, 20\_\_ known to me to be the same persons who have executed the above Memorandum of Agreement and who acknowledge that the same is their voluntary act and deed. I further certify that this document consists of (2) pages, including this page upon which this acknowledgement is written, and that the parties together with their instrumental witnesses have signed their names on the left-hand margin of each page of this document.

WITNESS my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_ at the \_\_\_\_\_, Philippines.

NOTARY PUBLIC  
Until December 31, 20\_\_\_\_  
PTR No. \_\_\_\_\_

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of 20 \_\_\_\_\_