

## **LMMS Radioactive Material Module- Frequently Asked Questions (FAQs)**

1. [How can I get access and use the LMMS \(Radioactive Materials\) module to manage my radioactive materials inventory?](#)
2. [If I am not a licence holders \(L6\) or a radiation worker \(R1\), can I still request for access to the LMMS \(Radioactive Materials\) module to assist my PI in updating his/her radioactive materials inventory in the system?](#)
3. [Why is there is no available storage location for me to select when I tried to add a radioactive material to my PI's inventory?](#)
4. [Why is my PI's name not available for selection when I tried to add a radioactive material to my PI's inventory?](#)
5. [I will be purchasing a new product that consist of a mixture of multiple radionuclides. When raising a new product request, why am I not able to find the mixed nuclides that consist of the correct type of radionuclides mixture that I will be purchasing?](#)
6. [As the Department Administrator that manages the department's radioactive materials possession licence \(L4 licence\) in the system, why am I not able to amend the expiry date of the L4 licence in LMMS to reflect the new expiry date of the recently renewed L4 licence?](#)

1. How can I get access and use the LMMS (Radioactive Materials) module to manage my radioactive materials inventory?
  - a. A valid L6 licence or R1 registration is required to handle and use radioactive materials. Kindly approach your Faculty/Department LMMS Administrator with your L6/R1 number to request for access as “Principal Investigator” or “Researcher” to the LMMS (Radioactive Materials) module.
2. If I am not a licence holders (L6) or a radiation worker (R1), can I still request for access to the LMMS (Radioactive Materials) module to assist my PI in updating his/her radioactive materials inventory in the system?
  - a. Please seek the approval from the valid L6 licence holder for the access right to update his/her radioactive materials inventory on his/her behalf in the LMMS (Radioactive Materials) module. Kindly approach your Faculty/Department LMMS Administrator with the L6 number to request for access as “Laboratory Administrator” to the LMMS (Radioactive Materials) module.
3. Why is there is no available storage location for me to select when I tried to add a radioactive material to my PI’s inventory?
  - a. The storage location will only be available for selection if the specific radioactive material is licensed to store in that specific location under the radioactive materials possession licence (L4 licence). Kindly contact your Faculty/Department LMMS Administrator to apply/amend the L4 licence with NEA and/or update the L4 licence configuration in the LMMS system with the location where the radioactive material is stored.
4. Why is my PI’s name not available for selection when I tried to add a radioactive material to my PI’s inventory?
  - a. The PI’s name will only be available for selection if the PI’s access has been configured with a valid L6 licence and he/she has been granted access to the location where the radioactive materials will be stored. Kindly contact your Faculty/Department LMMS Administrator to ensure the above configuration has been made in the system.
5. I will be purchasing a new product that consist of a mixture of multiple radionuclides. When raising a new product request, why am I not able to find the mixed nuclides that consist of the correct type of radionuclides mixture that I will be purchasing?
  - a. The type of radionuclides mixture is created by NUS LMMS administrator. Please contact NUS LMMS administrator for creation of radionuclides mixture that is currently not available in the system.
6. As the Department Administrator that manages/configures the department’s radioactive materials possession licence (L4 licence) in the system, why am I not able to amend the expiry date of the L4 licence in LMMS to reflect the new expiry date of the recently renewed L4 licence?
  - a. The system does not allow Faculty/Department Administrators to amend the expiry date of L4 licence configuration in the system. To update the expiry date of the L4 licence configuration in the system (usually due to licence renewal), please select the “Copy” function that is available. The system will create a replicate of your existing L4 licence configuration which allows you to enter the new validity period of the licence (i.e. start date and end date). Please attach a copy of the renewed L4 licence before completing the configuration.
  - b. Information in the existing L4 licence configuration that is “copied” will still be retained in the system to facilitate the system’s automated compliance check.