Form G-1	Revision 1

ATOMIC ENERGY AUTHORITY ACT NO. 19 OF 1969

APPLICATION FOR LICENCING OF FACILITIES FOR USE OF SEALED/UNSEALED SOURCES IN RESEARCH & EDUCATION

(This application should be used only for licencing of Sealed/Unsealed Sources in Research & Education and **not be used for sealed sources used in irradiators, NDT radiography machines and gauges)**

Frequency of Licence : Biennially till 31st December of the following year

TYPE OF LICENCE New Application ☐

Renewal of existing Licence ☐

If renewal,

Existing license No …….
Date of expiry……

PURPOSE OF APPLICATION Possession / Use / Storage

(Please read the instructions and definitions given in page 09 and page 10 before filling the application form)

PART 1 - GENERAL INFORMATION

1-1. Name of the Applicant[1] :…….

1-2. (a) Name of the organization:…….

(b) Address:

Mailing address	Address of the place of work (if different from mailing address)
……. ……. ……. **Tel:……..** **Fax……..…….**	…….……. ……. ……. **Tel:……** **Fax……**

1-3. Name of responsible representative of the applicant[2]:

Name: …….. Tel No: …….

Designation: ……. Fax No: ……..

(For1,2 please ref. definitions on page 10)

For office use only:	RAN No

1-4. Information of other responsible persons and authorized users. *(Name of the all persons who are involved in use of radiation sources should be mentioned.)*

	Name	Designation	Qualifications & Experience	Details of Radiation Protection training received (title of training, organizer, year training code etc.)
1				
2				
3				
4				
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9				
10				
11				
12				

Use additional papers if necessary.

Part 2 – SOURCES

2-1. Details of UNSEALED Radio nuclides involved in the work :

Radio nuclide/ pharmaceutical	Maximum Activity used per year (mCi,Ci,Bq,MBq,GBq)	Physical/ Chemical Form	Use / Application
Example: P-32	100µCi	liquid	Plant nutritional studies

Use additional papers if necessary.

2-2 Details of SEALED sources involved in the work (Except irradiators, gauges and NDT radiography)

Radio nuclide	Activity with date	Source S/No.	Purpose of use and status of the source
Ex. Am/Be	10mCi	65267	Activation analysis / use

Use additional papers if necessary

Attach the copies of certificates issued by the source manufacturer including leak test certificates

2-3 Details of Radioactive Sources Stored.

(All Sources in storage used for research/teaching including irradiators, **gauges and NDT radiography that were used for research*)***

Radio nuclide	Activity with date	Source Serial No.	Status of the Source (Active in storage / decay storage)

Use additional papers if necessary.

2-4 Radioactive waste

Indicate whether the work covered by this application is likely to generate radioactive waste(s) and provide an assessment of the different forms:

Radio nuclide	Waste form	Maximum activity/ duration	Proposed disposal route
Eg:1 Iodine 125	Liquid	10 kBq /month	To drain
Eg: 2 P-32	Used vials	2 MBq / month	Decay in storage

Use additional papers if necessary

Part 3 - FACILITIES AND EQUIPMENT

3-1 Facility specifications:

a) Attach the site map indicating access route to the facility.

b) Attach the plan of the facility indicating ,

i Areas for ; storage of radioisotopes, waste storage, hot laboratories, counting rooms, radio isotope handling areas,

ii. Drainage ducts (sinks, wash basins, delay tanks etc.)

iii. Thicknesses of walls and ceiling of the radioisotope handling areas.

c) What are the special features designed to limit the spread of surface and airborne contamination by radioactive material?

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d) The procedure adopted for removal of spillages on the surfaces of floors, walls, equipment and furniture ?

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3-2. Equipment specifications:

a) Description of radiation monitoring and measuring equipment available. (survey meters, contamination monitors, area monitors, etc.)

Type of Equipment	Manufacturer	Model No.	Serial No.	Date of last calibration	Status of the equipment

Use additional papers if necessary.

b) Description of personnel protective equipment available (L – shield, lead bricks, fume hood, syringe shields, vial shields, glow boxes, remote handling tools, forceps etc)

Equipment / Tool	Type / Model	No. of units available	Purpose of use

Use additional papers if necessary.

Part 4 - RADIATION PROTECTION AND SAFETY PROGRAMME

4-1 Details of Radiation Protection Officer –Level 3

Name : ……
Qualifications: …….
……
Experience:……..
……
Radiation Protection training attended (title of the training, organizer, year, training code, etc.)
……..
……...
……
Tel : ……Fax:……E-mail…….

4-2. Monitoring Programme

a) Workplace monitoring

Describe your program for monitoring the workplace (Contamination monitoring, area monitoring, air borne monitoring etc.) including the frequency of measurements are to be made, measurement methods and procedures, reference levels and the actions to be taken if they are exceeded.

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b) Individual monitoring

Describe the personal monitoring services provided for radiation workers

Type of dosimeter	No. of workers monitored
Thermoluminescent Dosimeters(TLD)s	
Direct Reading Dosimeters (DRD)s	
Other (specify) …….	

In an attachment to this application, please provide following information.

4-3 Local Rules and Supervision

a) Describe your local rules and procedures regarding investigation or authorized levels for individual monitoring, area monitoring, contamination monitoring, handling of radioisotopes, employing female workers of pregnancy, classification of areas.

b) Describe your personnel training programme to ensure all appropriate personnel are adequately trained in radiation safety.

c) Describe your program of health surveillance (occupational health & initial and continuing fitness of workers for their intended tasks.)

4-4 Quality Assurance

Describe your Program for periodical review of procedures, assessment of the quality of major and safety equipment.

4-5 Transportation of Radioactive Material

Describe your arrangements for preparation and transport of packages containing radioactive material

4-6 Emergency Procedures

a) Describe your emergency preparedness programme to address potential emergencies such as loss of radioactive sources, spillage of radioactive material, over exposures of personnel.

4-7 Transfer or Disposal of Radioactive Sources

Describe arrangements for storage & disposal of radioactive material

Part 5-DECLARATION

I hereby declare that the information provided on this form and in support of this application is to the best of my knowledge complete and true.

……..	……
Date	Signature of the applicant or responsible representative of the applicant and official seal.

Instruction for filling the application form

1. For all categories of applications (new and renewal), sections I to IV should be filled.

2. If new sources are added or activities increased, during the validity period of the licence, an amendment to the existing licence is required. (Application form for amendment of use of sealed/ unsealed sources in research and Education should be filled. This form can be obtained from the AEA on request.)

3 For renewal, the application should be submitted 2 months prior to expiry of the existing licence.

4. Licence Fee

Fee for both renewal and new facilities

Type of Facility	Fee for One Unit (Including 12%Vat and 3%NBT)
Research and Education	6,161.38
storage of radiation sources	5532.67

5. Please note that the inspection charge will be levied in addition to the licence fee as per rates determined by the authority.

6. Duly filled application forms (new, renewal) should be submitted to the AEA **without the licence fee.**

7. All payments should be made by cheque /MO/PO or by cash drawn in favor of the Atomic Energy Authority **after an invoice is received.**

8. Please forward your application to

Head, Division of Radiation Protection

Atomic Energy Authority,

60/460, Baseline Road,

Orugodawatta,

Wellampitiya.

Tel : 0112 533427-8, 0112 534209
Fax : 0112 533448
E-mail: Official mail@aea.ac.lk
Web: http:/www.aea.ac.lk/

Definitions

1. Applicant : Any legal person who applies to the Atomic Energy Authority for authorization to undertake any of the actions described in the Atomic Energy Safety Regulations No 1 of 1999.

Any organization, corporation, partnership, firm, association, trust, state, public or private institution, group, political or administrative entity or other persons designated in accordance with national legislation, who or which has responsibility and authority for any action taken under the Atomic Energy Safety Regulations No 1 of 1999.

2. Responsible representative of the Applicant:

The applicant shall bear the responsibility for setting up and implementing the technical and organizational measures that are needed for ensuring protection and safety for the sources for which they are seeking authorization. The applicant may appoint a representative to carry out actions and tasks related to the application, but retain the responsibility for the actions and tasks themselves. In this case, the representative can make commitments on behalf of the legal person on all tasks and actions relating to the application.