



Sri Lanka Atomic Energy Act No. 40 of 2014
SRI LANKA ATOMIC ENERGY REGULATORY COUNCIL



Application for Licencing of Applications using Ionizing Radiation for Certain Practices

(This form can be used for new facility which requires licence for the first time)

Maximum Validity Period of the Licence: Two Years

Sources Covered by this application:

Use/storage of sealed and unsealed sources with aggregate activity less than 370 Giga Becquerel (10 Ci) and Use/storage of irradiating apparatus for body scanners etc.

1) General information: *(Provision of all information requested below is compulsory)*

Details of the applicant		
Name with initials of the Applicant* (Licencee)		
Designation of the Applicant (If applicant is a person)		
Name and Address of the Institute		
Telephone No./ Fax No.		
E-mail address		
Business registration No. (only for private entities) Please attach a copy of registration		
Address where the sources /equipment are used (if different from the above address)		
Telephone No./ Fax No.		
E-mail address		
If source are used in open sites, list all sites		
Details of the Head of Institute (If applicant is not the Head)		
Name with initials		
Designation		
Telephone No./Fax No.		
E-mail address:		

*Head of the institute or his representative, applicant may be either institute or a person

2) Information of users to be authorized:

2.1 Operates and users of sources/equipment to be authorized: (if space is not adequate, use additional papers with same format to provide all information)

Name with initials	Date of Birth	National ID number (Compulsory)	Designation	Qualifications & experience *	Details of radiation protection training received (title of training, organizer, year, training code etc.) *

* Attach certificates

2.2 Other personnel to be authorized to work in control areas: (if space is not adequate, use additional papers with same format to provide all information)

Name	Designation	Work to be performed	Details of radiation protection training received

3) Sources:

3.1 Details of UNSEALED Radionuclides to be used : aggregate activity less than 370 GBq

Radionuclide/ pharmaceutical	Maximum activity stored at a time (mCi, Ci, Bq, MBq, GBq)	Physical/Chemical Form	Use /Application	Room plan approved number of laboratory

3.2 Details of SEALED sources to be used/stored: aggregate activity less than 370 GBq

Radionuclide	Maximum activity stored at a time (mCi, Ci, Bq, MBq, GBq)	Source serial No.	Status of the source (In use/Storage)	Import authorization Number	Equipment details (If the source is incorporated with shielding or instrument)	
					Model No.	Serial No.

3.3 Details of irradiating apparatus to be used or stored (X-ray body scanners etc.):

Type of machine	Make	Model No.	Serial No.	Maximum kVp	Dose per scan	Purpose of used	Status of the machine (in use/storage)

3.4 Radiation apparatus used for research/calibration:

Manufacturer & Model	Serial No	Max. kV	Max. mA	Purpose of use	Status of the device	Import Number	Authorization
<i>Eg: Regaku</i>	<i>PD 363</i>	<i>150 kV</i>	<i>15 mA</i>	<i>Calibration</i>	<i>Working</i>	<i>AERC/IMP/A1/02</i>	

3.5 Radioactive Waste:

Indicate whether the work covered by this application is likely to generate radioactive waste(s) (Yes/No) If yes, provide an assessment of the different forms.

Radionuclide	Waste form solid, liquid, etc.	Approximate maximum activity generated per month/ duration	Proposed disposal route
Eg. Iodine-125	Liquid	10 kBq / Month	To drain after decay

4) Radiation protection, QA & training programme:

4.1 Details of Radiation Protection Officer(RPO):

Name with initials	
Mobile No.	
Telephone and Fax Nos	
Qualifications*	
Radiation Protection training received (Title of the training course, training institute, year, training code, etc.)*	
Experience	

* Attach certificates

4.2 Radiation Monitoring Equipment:

Description of radiation monitoring equipment available (survey meters tec.)

Type of Equipment	Brand Name	Measuring Energy Range	Model No.	Serial No.	Date of last calibration	Calibration report No.	Status of the equipment

4.3 Emergency Preparedness Programme:

4.3.1 Emergency Procedures: Attach procedures approved by the institution for the following emergencies - only for radioactive sources & materials (*Use a separate sheet*)

- a) Loss of a source
- b) A Source damage and leakage source
- c) An attempted stealing of a source
- d) Fire involving a source
- e) Over exposure of a person
- f) Contamination of personnel and area

4.3.2 List personnel protective equipment/emergency equipment available

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

4.4. Provide details on the following in an attachment to this application:

a) Educational and training programmes:

Details of educational and training programmes established for new workers and periodic refresher training for existing workers on radiation safety and security. Provide copies of procedure prepared and approved by the institute.

b) Local Rules: Protection of workers and the public:

Provide a copy of the local rules approved by the institutions related to

- i) Medical surveillance of workers
- ii) Investigation of accidental exposures of workers
- iii) Ensuring protection of workers and general public, employing pregnant female workers, classifications of areas including instructions and warning provided
- iv) Periodic radiation surveys leak testing and maintenance of records

c) Measurement of exposure of workers and dose reports:

Describe arrangements made for measurement of exposure of workers and maintenance of records and review of doses and procedure for actions to be taken if doses exceed the levels established by the Atomic Energy Regulatory Council.

d) Design features for preventing contamination:

What are the special features provided to the laboratory to limit the spread of surface and airborne contamination by radioactive material? – only for radioactive materials used.

e) Security arrangement provided for the sources to prevent the followings:- only for use of radioactive sources

- i. Unauthorized access or damage to and for loss, theft or unauthorized transfer of radioactive sources.
- ii. Radiological consequences of any malicious act involving a radioactive sources.
- iii. Lost or theft of the source during a transport of the sources.

5) Management of radioactive waste/disused sources:- only for use of radioactive sources

Describe procedure for management of radioactive waste/disused source when source become unusable or radioactive waste is generated. This should be included segregation, collection, interim storage and disposal of waste etc.

6) Declaration:

I hereby declare that the all the information submitted is correct to the best of my knowledge and belief. In case, it is found, at any stage, that the information provided by me is false and/or not authentic, then I hereby accept that appropriate regulatory actions may be initiated against me and my institution, in accordance with the provisions of the Sri Lanka Atomic Energy Act No. 40 of 2014 and rules and regulations made there under.

Signature of the applicant
(if not the Head)

Date:-----

Signature of Head of the institution and seal

Date:-----

Instructions for applicants

1. The duly filled application form should be submitted to the Council along with the application processing fee of Rs 2400.00.
2. Processing fees should be made by cheque /MO/PO in favor of the Sri Lanka Atomic Energy Regulatory Council or by cash.
3. Application/s should be submitted to the Council before 30th September of each year along with the **application processing fee of Rs. 2400/=**. If application is not be submitted for renewal before 30th September, the applicant/institute **liable to pay Rs.100.00 as a surcharge for each day** until the date of submission of the renewal application, as per the Rule No. 1924/27 gazetted on 21-07-2015 on this behalf.
4. For any inquiries: Contact : Director, (Authorization) of the Council
General line : **011 2987857,59,60** E-mail : **officialmail@aerc.gov.lk**
Direct line : **011 2984098** E-mail : **prageeth@aerc.gov.lk**
Fax No : **011 2984099**
5. For details of information and to down load the licence application, visit: www.aerc.gov.lk
6. Please forward your applications to:
Director General,
Sri Lanka Atomic Energy Regulatory Council,
No. 977/18,
Kandy Road,
Bulugaha Junction,
Kelaniya.
Fax: 011 2984099
7. The licence renewal fee shall be paid upon receipt of an invoice/ proforma invoice.

Important: Incomplete applications and/or applications with insufficient information are liable to be returned to the applicant or rejected