



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



Application for Licencing of Applications of Ionizing Radiation in Industry, Research and Education

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

Sources Covered by this application: Use of Sealed and Unsealed sources with total activity more than 37 Giga Becquerel (1 Curie)

Maximum Validity Period of the Licence–Two years

1. General Information: (provision of the 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 source/ equipment are used (if different from the above address)		
Telephone No./ Fax No.		
E-mail address		
If sources are used in open sites, list all sites. (use separate sheets if necessary)		
Details of the Head of Institute(If not the licensee)		
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 Details of personnel to be authorized to operate and use sealed/unsealed sources: (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 relevant to the source to be used *	Details of radiation protection training received (title of training, organizer, year, training code etc.) *

*** Attach certificates**

2.2 Details of the personnel to be authorized to work in control area: (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 in the relevant field	Details of radiation protection training received

(3) Sources:

3.1 Details of UNSEALED Radionuclides to be used: aggregated activity more than 37 GBq (1 Curie)

Radionuclide/Pharmaceutical	Maximum activity stored at a time (mCi, Ci, Bq, MBq, GBq)	Physical/Chemical form	Use /Application	Room plan approved letter No. & the date (If sources is kept in a dedicated room)

3.2 Details of SEALED sources to be used: (except Gamma chambers used for research)

Radionuclide	Maximum activity stored at a time (mCi, Ci, Bq, MBq, GBq)	Serial No of the source	Status of the source (Active/Decayed)	Import authorization letter number & date (If sources is kept in a dedicated room)

3.3 Details of other sources to be used or stored in the premises (eg: calibration sources etc.):

Radionuclide	Activity with date	Serial No	Status of the source (Active/Decayed)

3.4 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

3.5 Details of the Gamma chambers (Self shielded irradiators):

Chamber details	Irradiator
Model/Type, identification number of the irradiator	
Name and address of the manufacturer/s of the irradiator	
Approved room plan number and date	
Source details	Details of sources in irradiator
Radionuclide	
No. of sources installed	
Model No. of the source	
Serial numbers of the sources	
Current activity with date (MBq/Ci) of each source	
Import authorization number and date	

4. Radiation protection & monitoring programme:

4.1. Details of Radiation Protection Officer;

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 & contamination monitors)

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. Personnel protective and emergency equipment:

List personnel protective /emergency equipment available (L-shields, lead bricks, fume hoods, syringe shields, vial shields, remote handling tools, forceps, mobile barriers, lead coats etc.)

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

if space is not adequate, use additional papers with same format to provide all information

4.4. Emergency Preparedness Programme:

Attach Emergency preparedness and response plan including applicable procedures for the following emergencies (required only for gamma chambers and neutron source);

- I. Loss of a source
- II. A Source damage and leakage source
- III. An attempt of stealing of a source
- IV. Fire involving a source
- V. Over exposure of a person
- VI. Contamination of personnel and area

4.5. Implementation of radiation protection programme:

In an attachment to the application, provide information for followings;

- i. Arrangements for periodic testing and maintenance of equipment,
- ii. Medical surveillance of workers
- i. Investigation of accidental exposures of workers
- ii. Procedure for protection of workers and general public, employing pregnant female workers, classifications of areas including instructions and warning provided,
- iii. Periodic radiation surveys and maintenance of records,
- iv. Management of an over exposure of a worker and,
- v. Management of contamination of a person or area.

- vi. Educational and training programmes established for new workers and periodic refresher training for existing workers on Radiation Protection and Quality Assurance.
- vii. Arrangements made for measurement of exposure of workers and maintenance of records and review of doses and for actions to be taken if doses are exceeded levels established by the regulatory authority.

4.6. Security of the radiation sources: (Only for Gamma chambers and neutron sources)

Describe physical security arrangements made to prevent the following scenarios;

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

4.7. Safety and security review: Describe your program for periodically review procedures, assessment of the quality of main safety equipment and physical protection system.

4.8. 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? (Required only for use of unsealed sources)

5. Management of radioactive waste:

Describe procedure for management of sealed radioactive sources when become unusable, arrangement made for repartition to the supplier/manufacture of spent sources and segregation, collection, interim storage and disposal of waste etc. when unsealed sources are used.

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 Atomic Energy Act No. 40 of 2014. and rules and regulations made there under.

Signature of the applicant
(If not the Head)

Signature of Head of the institution and seal

Date:-----

Date:-----

This Page may be retained for your information.

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