

Title: How to read a Source Licence			
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HOW TO READ A SOURCE LICENCE

A source licence issued by the CEO of ARPANSA under section 33 of the Act authorises persons to deal with particular controlled apparatus and controlled material subject to certain licence conditions.

PARTS OF A SOURCE LICENCE

<p>Licence Cover page</p>	<p>Licence cover page: This identifies the licence holder the division/school/branch as applicable, licence number, scope of the authorisation granted by the licence, persons covered by the licence and summarises the conditions applying to the licence. It contains the signature of the CEO (or authorised delegate), the date of issue of the licence and a statement about the duration of the licence.</p>
<p>Schedule 1</p>	<p>Details about the controlled apparatus and controlled material: This schedule identifies the kind of controlled apparatus and/or controlled material covered by the source licence.</p>
<p>Schedule 2</p>	<p>Licence conditions: This schedule specifies licence conditions relating to the source inventory, quarterly compliance reporting and training as well as conditions specific to the controlled apparatus and controlled material covered by the licence.</p>

LICENCE COVER PAGE

S0001

Source Licence

Under Section 33 of the *Australian Radiation Protection and Nuclear Safety Act 1998*, I, xxxxx, Chief Executive Officer of ARPANSA issue a Source Licence to:

Organisation

that authorises the persons identified below to deal with the Controlled Apparatus and Controlled Material described in Schedule 1 and held by Organisation Department, subject to the following:

1. Conditions in Section 35 of the Act
2. Conditions in Part 4 Division 4 of the Regulations
3. Practices to be followed in Part 5 of the Regulations
4. Conditions in Schedule 2

Persons covered by this Licence are the Licence Holder, employees of the Licence Holder, Commonwealth Contractors and employees of Commonwealth Contractors.

ISSUED at SYDNEY, this 1st day of May 2005.

CEO of ARPANSA

This licence continues in force until suspended, cancelled or surrendered.

Licence number

Identifies a unique reference for the licence document. The prefix 'S' indicates it is a source licence.

Organisation

Identifies the holder of the licence.

Scope of authorisation

The source licence authorises the undertaking of a specific dealing with respect to the controlled apparatus and controlled material.

Organisation Department

An entity may hold more than one licence. This identifies the specific section of the licence holder the licence applies to.

Licence conditions

All the licence conditions applicable to the licence are specified.

CEO's signature and date

The signature of the CEO of ARPANSA (or authorised delegate) and the date of issue appear on this and every page of the licence.

Persons covered

Specifies persons or groups of persons covered by the licence

Duration of licence

A statement about the duration of the licence as per section 37 of the ARPANSA Act.

SCHEDULE 1

Schedule 1 Controlled Apparatus and Controlled Material¹

Column 1	Column 2	Column 3
Group ²	Item ²	Kind of Controlled Apparatus or Controlled Material
Group 1	1	Sealed source for calibration purposes of activity of 40 MBq or less
Group 2	a	Mobile backscatter x-ray security inspection system

Column 1 identifies the Group of the controlled apparatus or controlled material as set out in Part 1 of Schedule 3C to the Regulations. (See note 2 re group allocation of non Schedule 3C items.)

Column 2 identifies the Item number of the corresponding controlled apparatus or controlled material as set out in Part 1 of Schedule 3C to the Regulations. Where the controlled apparatus or controlled material does not match anything in Schedule 3C a letter (a,b,c, etc) has been allocated.

Column 3 identifies the Kind of controlled apparatus or controlled material as set out in Part 1 of Schedule 3C to the Regulations. Where the controlled apparatus or controlled material does not match anything in Schedule 3C a description of the specific item has been allocated.

¹ Source details are specified in the licence holder's inventory of controlled apparatus and controlled material.

² Group and Item of controlled apparatus or controlled material as set out in Part 1 of Schedule 3C to the Regulations. Where controlled apparatus or controlled material does not match a specific Item, Group allocation has been made on the basis of assessment of hazard.

SCHEDULE 2

Schedule 2 Licence Conditions

Licence Conditions 1 – 5 apply to all sources covered by this licence.

Source Inventory

- The licence holder must maintain an up to date inventory of all controlled apparatus and controlled material in a form acceptable to the CEO of ARPANSA.

Conditions relating to the source inventory.

Compliance Reporting

- The licence holder must provide to the CEO of ARPANSA within twenty-eight (28) days of the end of each quarter year and in a form acceptable to the CEO, information about compliance for the previous quarter year.

Conditions relating to compliance reporting by the licence holder.

Training

- The licence holder must ensure that any person who deals with controlled apparatus and controlled material has received appropriate training in radiation safety and training with respect to use or operation of the controlled apparatus and controlled material authorised by this licence.
- The licence holder must ensure that any person who repairs or maintains controlled apparatus and controlled material has appropriate qualifications and training with respect to the controlled apparatus and controlled material authorised by this licence

Conditions relating to training by the licence holder.

Work Practices

- The licence holder must ensure that appropriate work procedures, records and practices in relation to the controlled apparatus and controlled material are documented, maintained, approved by the licence holder's safety committee or radiation safety officer, and followed.

Conditions relating to work practices by the licence holder.

Licence Condition 6 applies to Items from Schedule 1 as indicated.

Standards and Codes of Practice

- The licence holder must ensure compliance with relevant sections of the following standards and codes of practice as they pertain to the controlled apparatus and controlled material authorised by this licence:

Relevant Standards and Codes of Practice specific to the kind of source(s) covered by the licence. (The example given here is for the sealed source mentioned in the example Schedule 1 above.)

Relevant Standards and Codes of Practice	Item from Schedule 1 to which condition applies
(a) Australian Standard Safety in Laboratories Part 4: Ionizing radiations (1998) (AS 2243.4-1998)	1
(b) Radiation Protection Series No. 1 <i>Recommendations for Limiting Exposure to Ionizing Radiation (1995) and National Standard for Limiting Occupational Exposure to Ionizing Radiation (republished 2002)</i>	

NOTE: Extra conditions may also be applied as necessary for a specific licence holder or dealing.