



REGULATORY GUIDE: Disposal of Controlled Apparatus and Controlled Material

Under subregulation 53(1), a licence holder must have **prior approval** from the CEO of ARPANSA to dispose of any controlled apparatus or controlled material. *Disposal* for the purpose of regulation 53(1) is regarded as (i) destruction of controlled apparatus, or (ii) where regulatory control of controlled apparatus or controlled material passes from the Commonwealth to another jurisdiction.

1. Destruction of controlled apparatus

Controlled apparatus means any of the following:

- (a) an apparatus that produces ionising radiation when energised or that would, if assembled or repaired, be capable of producing ionising radiation when energised;
- (b) an apparatus that produces ionising radiation because it contains radioactive material;
- (c) an apparatus prescribed by the regulations that produces harmful non-ionizing radiation when energised.

To satisfy the CEO of the ‘destruction’ of a controlled apparatus, it must be rendered inoperable in such a way that only expert knowledge and the use of specialised components could potentially restore its function.

In most cases, removal of a critical component(s) and severing of power cables will render the apparatus inoperable. For example:

- In the case of x-ray apparatus, eliminating the vacuum inside the x-ray tube by breaking the glass envelope and severing the high-tension cables will effectively destroy the apparatus.
- In the case of lasers removing the power supply, critical optical components or the amplifying medium will render the apparatus inoperable.
- In the case of a UV source, breaking the UV lamp will destroy the source.

In all cases, the licence holder must take into account the presence of other hazardous materials, for example: beryllium, mercury, cadmium, etc. The licence holder should seek guidance from their local environmental agency on disposal requirements for such material or investigate possible recycling options.

Once destroyed, the apparatus ceases to meet the definition of a controlled apparatus and is therefore no longer subject to regulatory control. Individual dismantled parts are not deemed to be controlled apparatus.

In the case of apparatus containing radioactive material, removal of the material will result in the apparatus no longer being ‘controlled apparatus’. However, depending on the activity of the material that is removed, it may still be subject to regulatory control, in which case it must be authorised by a licence.

If apparatus is to be disposed of because it has ceased to function, a critical component should still be removed so that repair is not possible.

Where disposal to landfill is proposed, the licence holder should ensure that the removed critical components are discarded separately to the rest of the apparatus unless they are to be retained as spare parts. This is to prevent any chance of them being recombined, repaired and operated. Recycling should be considered, where possible.

2. Withdrawal of controlled apparatus or controlled material from Commonwealth control

This is the most common type of disposal for which approval is sought. It covers a source that is sold, leased, hired, or given away to another organisation outside of the jurisdiction of ARPANSA. It also covers the return of controlled material to the original manufacturer or supplier outside of Commonwealth jurisdiction.

Full details of the source and the organisation receiving the source must be provided before the CEO will consider approval.

3. How to apply for approval to dispose of controlled apparatus or controlled material

Licence holders seeking approval from the CEO for the disposal of controlled apparatus or controlled material should use the standard [Disposal Request Form](#). Completed forms should be submitted via email to licenceadmin@arpansa.gov.au.

Under subregulation 48(3), licence holders must ensure that disposal of controlled material and controlled apparatus is in accordance with the *Code of Practice for the Disposal of Radioactive Waste by the User*; the *Code of Practice for the Near-surface Disposal of Radioactive Waste in Australia*; and the *Code of Practice for the Safe Transport of Radioactive Material*.

Once the CEO has approved disposal of a source and disposal has occurred, the source should be removed from the source inventory and the change reported in the licence holder's next quarterly report.