



Australian Government

Australian Radiation Protection and Nuclear Safety Agency

REGULATORY & POLICY BRANCH

REGULATORY COMPLIANCE POLICY

RPB-MAN-270

Version: 2

Issue Date: April 2009

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Approved by: Rhonda Evans

Signature:

Signature: *edung*

Date:

Date: *20/04/09*

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1. PURPOSE

This aim of this document is to promulgate ARPANSA's policy for monitoring and promoting compliance with the *Australian Radiation Protection and Nuclear Safety Act 1998* (the Act) and the Australian Radiation Protection and Nuclear Safety Regulations 1999 (the Regulations).

2. SCOPE

This policy applies to the staff of the Regulatory and Policy Branch.

3. POLICY STATEMENT

- 3.1 ARPANSA will implement measures, consistent with its *Statement of Regulatory Policy*, to maximise compliance with the Act, the Regulations and licence conditions by controlled persons.
- 3.2 ARPANSA will monitor and promote compliance with the ARPANSA Act and Regulations through a combination of educational, compliance monitoring and where necessary enforcement activities. These activities include as a minimum:
- a) Assistance to controlled persons to understand the requirements of the Act and Regulations by the dissemination of guidance material and stakeholder consultation;
 - b) Clear identification and communication of the manner in which ARPANSA will verify compliance with regulatory requirements and licence conditions;
 - c) A graduated approach to enforcement actions that is proportionate to the risk of the non-compliance, the cooperation of the controlled person and that relies primarily on education, guidance and encouragement before progressing to more formal action;
 - d) Agreement with the controlled person on a means to return to compliance including a detailed plan in the case of a serious non-compliance ;
 - e) A risk-based inspection program in accordance with the Regulatory Inspection Policy defined procedures in the INS series of documents;
 - f) Timely, clear and accurate records of the results of compliance activities for each licence holder;
 - g) Regular audits and reports of the results and effectiveness of the compliance program;
 - h) Timely reports to the Minister and the Parliament on information and actions resulting from compliance activities.

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4. RESPONSIBILITIES

4.1 The Director, Regulatory & Policy Branch is responsible for:

- (a) Implementing this policy and advising the CEO accordingly;
- (b) Monitoring compliance with the ARPANS Act and Regulations as well as compliance with the conditions of licence by licence holders and persons covered by a licence.
- (c) Establishing and maintaining compliance policies and procedures.

4.2 Regulatory & Policy staff are responsible for implementing this policy.