FACILITY LICENCE APPLICATION

Prescribed Radiation Facility

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| --- |
| *Applicants should refer to* [*REGULATORY GUIDE: How to apply for a PRF licence*](https://www.arpansa.gov.au/regulation-and-licensing/licensing/information-for-licence-holders/regulatory-guides/regulatory-guide-applying-facility-licence) *to complete this form* |

REGULATORY SERVICES

ARPANSA-FORM-1797 v11.1

November 2022

# Section A: Applicant information

|  |  |
| --- | --- |
| **Department or Commonwealth entity:** |  |
| **Portfolio:** |       |
| **Person making the application**: **(Department Secretary, CEO or authorised delegate[[1]](#footnote-1))**name:      POSITION:      BUSINESS ADDRESS:      PH:       FAX:      EMAIL:       |
| **Nominee (where applicable):** name:      POSITION:      BUSINESS ADDRESS:      PH:       FAX:      EMAIL:       |
| **Radiation Safety Officer (or contact person)**NAME:      POSITION:      BUSINESS ADDRESS:      PH:       FAX:      EMAIL:       |

**Declaration** **(to be signed by the person making the application)**

I hereby declare that the information provided on this form and in support of this application is, to the best of my knowledge, complete and true in every particular.

Print name:

Sign:

Date:

# Section B: Kind of prescribed radiation facility

| **Item** | **Kind of prescribed radiation facility** | **Check** |
| --- | --- | --- |
| PRF-1 | Particle accelerator that:1. has or is capable of having a beam energy greater than 1 MeV or
2. can produce neutrons
 | **[ ]**  |
| PRF-2 | Irradiator containing more than 1015 Bq of a controlled material | **[ ]**  |
| PRF-3 | Irradiator:1. containing more than 1013 Bq of a controlled material but not more than 1015 Bq of a controlled material and
2. either:
3. not including shielding as an integral part of its construction or
4. including as an integral part of its construction shielding that does not prevent a person from being exposed to the source or does not shield a source during the operation of the irradiator
 | **[ ]**  |
| PRF-4 | Facility (other than a nuclear installation) used for the production, processing, use, storage, management or disposal of: 1. unsealed sources for which the result of the activity value division is greater than 106 or
2. sealed sources for which the result of the activity value steps is greater than 109
 | **[ ]**  |

# Section C: Conduct to be authorised

| **Proposed conduct** | **Check** |
| --- | --- |
| Prepare a site for a PRF | **[ ]**  |
| Construct a PRF | **[ ]**  |
| Possess or control a PRF | **[ ]**  |
| Operate a PRF | **[ ]**  |
| Decommission a PRF | **[ ]**  |
| Dispose of or abandon a PRF | **[ ]**  |

# Section D: Facility details

### Address of the facility

### Detailed description of the purpose of the facility

### Detailed description of the facility and its site

# Section E: Safety analysis report

*For each activity to be authorised the applicant must provide a safety analysis report (SAR that is as* ***complete as possible****. Include a description of the SAR document in the relevant space below (version number, date of approval etc).*

Note: Where an activity is not applicable to this application mark as ‘N/A’ or delete. If applying for authorisation to prepare a site and construct in the same application then reference to the SAR must be included under both headings.

###  Prepare a site

###  Construct

###  Possess or control

###  Operate

###  Decommission

###  Dispose of or abandon

# Section F: Plans & arrangements for managing safety

*Describe the plans and arrangements for managing the facility and any associated sources in the space provided or provide clear references to where this information may be found within accompanying documentation.*

## Effective control arrangements

## Safety management plan

## Radiation protection plan

## Radioactive waste management plan

## Security plan

## Emergency plan

## Environment protection plan

## Decommissioning plan

# Section G: Extra information

***Complete the section(s) below corresponding to the proposed activity***

Note: Where an activity is not applicable to this application mark as ‘N/A’ or delete.

**Prepare a site for a PRF**

*Provide a detailed site evaluation establishing the suitability of the site for the facility*

*Describe the characteristics of the site, including the extent to which the site may be affected by natural and human events*

*Provide information about any environmental impact statement requested or required by a government agency, and the outcome of the environmental assessment*

**Construct a PRF**

*Describe the design of the facility, including ways in which the design deals with the physical and environmental characteristics of the site*

*Describe any fundamental difficulties that will need to be resolved before any future authorisation is given*

*Describe the construction plan and schedule*

*Describe the arrangements for testing and commissioning safety related items*

**Possess or control a PRF**

*Describe the arrangements for maintaining criticality safety during loading, moving or storing nuclear fuel and other fissile materials at the facility*

*Describe the arrangements for safe storage of controlled material and maintaining the facility*

**Operate a PRF**

*Describe the structures, components, systems and equipment of the facility as they have been constructed*

*Describe the operational limits and conditions of the facility*

*Describe the arrangements for commissioning the facility*

*Describe the arrangements for operating the facility*

*Describe the results of a field exercise to respond to a scenario that involves an emergency and has been agreed with the CEO*

**Decommission a PRF**

*Describe the schedule for decommissioning the facility*

**Dispose of or abandon a PRF**

*Describe the results of decommissioning activities at the facility*

*Provide details of any environmental monitoring program proposed for the site of the facility*

# Section H: Associated sources

*Is there controlled material and/or controlled apparatus used in connection with the facility?*

[ ]  *NO - proceed to Section J* [ ]  *YES – describe in the space below*

*If yes, identify the codes and standards relevant to the source(s) and describe how compliance will be ensured.*

# Section I: Source details

*Complete the Excel Spreadsheet known as the source inventory workbook (SIW) for any sources used in connection with the facility.*  *The SIW template is available* [*here*](https://www.arpansa.gov.au/regulation-and-licensing/licensing/information-for-licence-holders/regulatory-forms#6)*. Include a copy of any source certificate for each sealed source.*

# Section J: Matters to be taken into account by the CEO

##  International best practice in radiation protection and nuclear safety

*Describe how international best practice in radiation protection and nuclear safety will be considered with respect to the kind of facility and type of authorisation sought*

##  Undue Risk

*Provide information to show that there is no undue risk from radiation associated with the facility*

##  Net benefit

*Provide information that demonstrates a net benefit from the proposed conduct*

##  Optimisation of protection

*Provide information to demonstrate that protection has been optimised*

##  Technical, human and organisational factors

*Provide information to show that the applicant has considered the interaction between technical and human and organisational factors in the management of safety*

##  Capacity to comply

*Provide information to show that the applicant has the capacity to comply with the Regulations and licence conditions*

##  Authorised signatory

*Confirm that the application has been signed by an appropriately authorised person*

# Application fee

Applicants should refer to section 49 of the [Regulations](http://classic.austlii.edu.au/au/legis/cth/num_reg/arpansr2018201801694612/) to determine the appropriate application fee.

The fee must be received before the application can be assessed.Accepted payment methods are EFT, credit card or BPAY – please see [Payment methods | ARPANSA](https://www.arpansa.gov.au/about-us/payment)**.**

# Submitting the application

Send application form and all supporting documents to licenceadmin@arpansa.gov.au

# CHECKLIST

|  |  |  |
| --- | --- | --- |
| **Item** | **Check** | **N/A** |
| 1. Completed and signed Section A – Applicant Information
 | [ ]  |  |
| 1. Instrument of authorisation for authorised person
 | [ ]  | [ ]  |
| 1. Organisational chart showing nominee
 | [ ]  | [ ]  |
| 1. Completed Section B – Kind of PRF
 | [ ]  |  |
| 1. Completed Section C – Type of Authorisation
 | [ ]  |  |
| 1. Completed Section D – Facility Details
 | [ ]  |  |
| 1. Completed Section E – Safety Analysis Report
 | [ ]  |  |
| 1. Documents to support Section E
 | [ ]  | [ ]  |
| 1. Completed Section F – Plans and Arrangements
 | [ ]  |  |
| 1. Documents to support Section F
 | [ ]  | [ ]  |
| 1. Completed Section G – Extra information
 | [ ]  |  |
| 1. Documents to support Section G
 | [ ]  | [ ]  |
| 1. Completed Section H – Associated Sources
 | [ ]  | [ ]  |
| 1. Section I – Completed SIW
 | [ ]  | [ ]  |
| 1. Copy of any sealed source certificate
 | [ ]  | [ ]  |
| 1. Completed Section J – Matters to be taken into account
 | [ ]  |  |
| 1. Documents to support Section J
 | [ ]  | [ ]  |
| 1. Appropriate application fee
 | [ ]  |  |

1. A copy of the instrument of authorisation must accompany the application if it has been signed by an authorised delegate. [↑](#footnote-ref-1)