RADIATION SAFETY ACT
FIRST APPLICATION FOR REGISTRATION
RADIOACTIVE SUBSTANCES

An application form is enclosed for the registration of premises and radioactive substances.

Registration applies to the premises where radiation is to be used as well as the types, form and quantities of the radioactive substances that are to be used or kept on those premises or at field sites. The applicant must provide an inventory on the supplementary form of all radioactive substances, as well as the names, qualifications and relevant training of persons who will be using the substances.

Radiation Safety Officer (RSO):

The applicant must provide full details of the qualifications, training and experience of the person nominated to hold this position. The nominee may be required to attend an appropriate radiation safety training course, pass an examination in radiation safety, and may be required to hold a licence as the person responsible for the use of radiation on the premises. If the nomination is approved by the Radiological Council, the Registrant is required to inform the RSO of this appointment in writing.

If further assistance is required, please telephone (08) 9222 2000.
RADIATION SAFETY ACT 1975
RADIOACTIVE SUBSTANCES
REGISTRATION FEES

The Tax Invoice table below should be completed and returned with your registration application. A copy should also be kept for your records.

**Fee Exemption:** The fee is **NOT** payable if you are a State Government organisation recognised by Treasury as ‘non-chargeable’ or you are applying for, or renewing, an Exemption from Registration. Hospitals are chargeable organisations.

Payment should be made to the Radiological Council by cheque, money order or credit card and should accompany the application.

### FEE SCHEDULE

<table>
<thead>
<tr>
<th>Radioactive Substances (Maximum Activity on premises)</th>
<th>Current fees</th>
<th>From 01/08/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1 year fee</td>
<td>3 year fee</td>
</tr>
<tr>
<td></td>
<td>1 year fee</td>
<td>3 year fee</td>
</tr>
<tr>
<td>40 Gigabecquerels</td>
<td>$190</td>
<td>$200</td>
</tr>
<tr>
<td>400 Gigabecquerels</td>
<td>$380</td>
<td>$400</td>
</tr>
<tr>
<td>4 Terabecquerels</td>
<td>$755</td>
<td>$800</td>
</tr>
<tr>
<td>&gt; 4 Terabecquerels</td>
<td>$1150</td>
<td>$1250</td>
</tr>
</tbody>
</table>

*NOTE:* If your application concerns one or more of the following **only**, the applicable fee is — $190 for 1 year or $380 for 3 years or from 1 August 2019 $200 for 1 year or $400 for 3 years.

**Sales and/or Service**
You are only registering premises where devices containing radioactive substances are sold or serviced and their presence on the premises is temporary.

**Mining and Milling of Radioactive Ores**
You are registering premises used solely for the mining and milling of radioactive substances. If other radioactive substances are also used, stored, or dealt with on the premises, determine the fee from the Fee Schedule above based on the total activity of those substances. That fee is then the sole fee payable.

**Transport of Radioactive Substances (Storage)**
You are registering premises where radioactive substances are stored temporarily during transport. Registration is NOT required for storage for less than 24 hours, provided a licensed person is responsible.

### TAX INVOICE
FEES ARE GST-FREE

<table>
<thead>
<tr>
<th>Total Maximum Activity</th>
<th>1 year registration</th>
<th>3 year registration</th>
<th>GST</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>$</td>
<td>N/A</td>
<td>$</td>
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</table>

*Please return the application form WITH the payment. For continuity, a renewal application MUST be received BEFORE the expiry date (section 37(2) of the Radiation Safety Act)*
The details you provide on this page are for the payment and receipt for your application only. Use the application form to amend any other details.

Ensure that the details provided are complete, correct and legible, and that you have sufficient funds to avoid payment being delayed or denied; this may affect the validity or processing of your application.

Your payment will be processed immediately upon the application being received and a receipt will be issued at this time. The processing of your application will then commence.

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### Name of applicant

<table>
<thead>
<tr>
<th>Mailing address for receipt</th>
<th>Suburb:</th>
<th>State:</th>
<th>Postcode:</th>
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<tbody>
<tr>
<td>□ Same as application; or</td>
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<tr>
<td>□ As provided below</td>
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</tbody>
</table>

Country (if not Australia):

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### Application type (select one)

- Licence
- Registration
- Temporary Permit

Licence or registration number (or indicate if new application)

- Renewal application for:
  - ___ ____ / ______ ______
- □ New application

Fee to be paid (calculate from tax invoice page)

<table>
<thead>
<tr>
<th>Licence</th>
<th>Registration</th>
<th>Temporary Permit</th>
<th>Renewal application</th>
<th>New application</th>
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### Cheque enclosed

Make cheques payable to the Radiological Council.

Cheque number: ________________  Financial institution / bank: ________________

OR

- Charge my Visa or MasterCard

Emailing credit card details is not recommended; please call our radiation licensing admin area at the number on the top of this form to provide your details over the phone.

Should you wish for your payment to be processed on or after a specific date, please specify:

Cardholder’s name: (Name on card)

Cardholder’s signature: (Signature on card)

Card expiry Date: (MM/YY) __ / __

Credit card number:

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RADIATION SAFETY ACT 1975
INITIAL APPLICATION FOR REGISTRATION\(^1\) OF PREMISES
in which
RADIOACTIVE SUBSTANCES
are to be used, stored or manufactured

Complete BOTH this application and the supplementary form. Return forms with the fee (see Note (c)). Where space is insufficient for any item, attach additional signed sheets.

1. **Name and Mailing Address of the Applicant.** (See Note (a)). Renewal notices will be sent to this address

   - Tel
   - Fax
   - e-mail

2. **Location of the Premises Subject to Registration**

3. **Occupation, nature of business, etc.**

4. **Name, qualifications and experience of the person nominated to be the Radiation Safety Officer** (This person's duties and responsibilities are given in Regulations 18 and 19 of the Radiation Safety (General Regulations). Please give the nominee's title, first name, next initial, last name and date of birth. This information helps in correctly identifying records.

5. **Names, qualifications and experience of persons licensed or otherwise authorised to deal with the radioactive substances.** Please complete the details on the attached SUPPLEMENTARY form.

6. **Purpose(s) for which the radioactive substances are to be used or manufactured.** Please complete the details on the attached SUPPLEMENTARY form.

7. **Particulars of the radioactive substances to be used, stored or manufactured on the premises.** Please complete the details on the attached SUPPLEMENTARY form.

Please provide answers to Items 8 - 12 on a separate signed sheet

8. For radioactive substances obtained regularly, state the quantity in each shipment and the frequency of supply.

9. What radiation monitoring instruments are available on the premises and what arrangements have been made for radiation monitoring of personnel?

10. State the nature and proposed method of disposal of radioactive waste or of sealed sources which are no longer required.

11. What protective equipment is available and what handling techniques are proposed for the radioactive substances?

12. What is the location of the storage facility and of what is it constructed? Is it used for any other purpose?

**NOTES:**

a) The 'owner' of the premises (the applicant) is defined in the Act to include the hirer, lessee, borrower, bailee, mortgagee in possession and any attorney, agent, manager, foreman, supervisor, or other person in charge or having control or management thereof, and any person acting or representing himself to be acting for the owner.

b) A SCALE PLAN of the premises must be provided with the application showing the location where the radioactive substances are to be used, manufactured or stored. The plan must show the purpose of all adjacent areas and the nature of the construction materials. For unsealed substances, additional information on waste lines, laboratory facilities, surface finishes and ventilation is also required.

c) The fee schedule and payment form are attached. (Exemptions from Registration are exempt from fees).

**ENQUIRIES:** Phone 08 9222 2000 or email radiation.licensing@health.wa.gov.au

Return the signed form, supplementary documents and payment form to:

- **Mail** Radiological Council, Locked Mail Bag 2006, P O Nedlands WA 6009
- **Email** radiation.licensing@health.wa.gov.au (do not email credit card details)

This application cannot be processed without being signed by the person in whose name the premises are to be registered. The responsibilities of that person (and the RSO) are set out in the Act and the regulations.

**NAME** of Applicant

**POSITION** of Applicant

**SIGNATURE** of Applicant __________ Date __________

Office use: Fee Paid __________ Receipt No __________ Period __________ Date __________

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\(^1\) and/or Exemption from Registration

FORM RS10 June 2019
**SUPPLEMENTARY FORM RS10**

*Copy this form if space is insufficient, or provide a separate list*

**NAMES of PERSONS LICENSED to handle or otherwise deal with the radioactive substances**

Please complete this section

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME(s)</th>
<th>TITLE</th>
<th>POSITION HELD</th>
<th>LICENCE NUMBER</th>
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**RADIOACTIVE SUBSTANCES**

Complete this section ONLY if an inventory has NOT been provided with the renewal application OR that inventory is INCOMPLETE

<table>
<thead>
<tr>
<th>NUCLIDE (eg ^60^Co)</th>
<th>SOURCE SERIAL No.</th>
<th>FORM</th>
<th>MAXIMUM ACTIVITY on PREMISES or activity in each device listed</th>
<th>PURPOSE or USE</th>
<th>LOCATION on PREMISES</th>
<th>DEVICES OR EQUIPMENT WHICH CONTAIN THE RADIOACTIVE SUBSTANCES (where applicable)</th>
<th>URANIUM (kg)</th>
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*sealed sources

*a where depleted uranium is used as radiation shielding

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