



RADIATION SAFETY ACT

Amendment to Registration: Transfer or Final Disposal of Irradiating Apparatus and/or Electronic Products

This form must be completed and signed by the sale or disposal agent **and** either the registrant or radiation safety officer as appropriate for each party involved.

Transfer of Equipment (Section 1)

Complete section 1 for the sale/purchase of new equipment or the transfer of already registered equipment to a new owner, and also section 2 if applicable.

Final Disposal of Equipment (Section 2)

Complete section 2 for the final disposal of equipment (only). The disposal **must** be in accordance with the requirements detailed in the Notes section.

SECTION 1: Transfer of Equipment

Equipment Details:

Make Serial Number

Model Output (See Note 2)

Equipment Use (See Note 2)

For multiple items transferred to the same party use the table on the third page. Indicate how many pages are in this application (including this page).

New Owner:

Company Name Phone

Email Fax

Registration No. X /

Licence No. X /

Location of Equipment Room Address

Suburb State Post Code

Does this replace other equipment?

Yes For transfer of previous unit to a different owner complete a separate form. For disposal complete section 2; otherwise advise where the unit is stored.

No Refer to notes section.

Name *New Owner*

Signature *New Owner* Date

Section 1 continues over the page.

SECTION 1 (Continued): Transfer of Equipment

Previous Owner or Sales Agent:

Company Name Phone

Email Fax

Registration No. R X / (If Applicable)

Licence No. L X /

Name

Signature Date

SECTION 2: Final Disposal of Equipment

Equipment Details:

Make Serial Number

Model Output

Equipment Use

For multiple items use the table on the third page. Indicate how many pages are in this application (including this page).

Registered to:

Company Name Phone

Email Fax

Registration No. R X /

Name

Signature Date

Disposer Details:

Company Name Phone

Email Fax

Licence No. L X /

Advise how the equipment was disposed of.

Name

Signature Date

OFFICE USE ONLY

Reference:

Comments: The requested amendment has been made to your registration.

Secretary, Radiological Council

Date

Complete this page in addition to the first page for the transfer of multiple units to the same location address.

Make	Model	Serial Number	Output (See Note 2)	Equipment Use (See Note 2)	Location on Site (Room) OR Details of Disposal (as appropriate) (See Note 3)

Amendment to Registration – Irradiating Apparatus and/or Electronic Products

The Radiation Safety Act 1975 requires anyone who sells or acquires radiation producing equipment to notify the Radiological Council. It is an offence to sell or dispose of radiation producing equipment unless the person to whom it is being transferred holds a licence or exemption granted under the Act.

This form should only be completed for irradiating apparatus or electronic products. A separate form is available for radioactive substances.

Notes

1. The form **must** be signed by both parties. A licence number is not applicable to dentists. Fill in all required details and send the form to the Secretary of the Radiological Council –

Mail Locked Bag 2006 PO, NEDLANDS WA 6009

Email radiation.health@health.wa.gov.au (Please also include registration number in the subject of the email)

For further enquiries, contact the Radiological Council on +61 8 9222 2000. See also www.radiologicalcouncil.wa.gov.au

2. **Equipment:**

Serial Number For x-ray units, record the generator serial number.

Output For x-ray units, record the maximum kVp and mA.
For radiotherapy equipment, record the types of beams and energies.
For lasers and transilluminators, record the mW and wavelength.

Equipment Use e.g. CT; intraoral, OPG; fixed/mobile radiographic; fixed/mobile/c-arm fluoroscopic; therapy; research; linac; superficial radiotherapy; laser; industrial radiography; transilluminator; XRD; XRF; cabinet x-ray.

3. **Disposal:**

Final disposal of any irradiating apparatus or electronic product must be carried out by a qualified person in accordance with the methods below:

X-ray equipment Either burn out the filament or eliminate the vacuum inside the x-ray tube (break the glass envelope).

Lasers Sever the power supply cord and remove the critical optical components and the amplifying medium.

Sun-tanning units, transilluminators Sever the power supply cord and destroy (break) the UV lights.

This will satisfy the Radiation Safety Act only, other relevant state and local government requirements must also be considered. In all cases, the person disposing of the equipment must take into account the presence of other hazardous materials.

4. **New Installations:**

Prior to equipment being registered for use in a new location, a plan of the premises must be submitted to the Radiological Council for assessment. Information on the requirements for each type of equipment can be obtained from the Radiological Council.

In addition, medical x-ray equipment must not be used for human radiography unless it has a current certificate of compliance, certificate of conditional compliance, certificate of provisional compliance, notice of non-compliance or an exemption from compliance granted by the Radiological Council.

A list of licensed compliance testers is available from this office.

Revision	1.3	Date	1 March 2019
----------	-----	------	--------------