

# APPLICATION FOR LICENCE

## To use ionising radiation apparatus and/or radioactive substances

Form approved under s.6(4) *Radiation Control Act 1990*



Office of Environment & Heritage

ABN 30 841 387 271

### TAX INVOICE

- (1) A licence is valid for either one year or three years and is required to be renewed. A one year licence application fee is \$117 and a three year licence application fee is \$226.
- (2) A licence to use can only be issued to an individual (a 'natural person'), not a company
- (3) Information on licensing is available on the radiation licensing web page at [www.environment.nsw.gov.au/radiation](http://www.environment.nsw.gov.au/radiation) or by contacting the Office of Environment and Heritage on 131 555.

### 1. Details of Applicant

Please print clearly

Name:	Title	Given names	Family name
Address:	-----		
	Suburb	State	Postcode
Contact details:	Tel (BH)		Mobile
	Fax		Email

### 2. Licence details

Have you previously held a NSW Radiation Control Act licence?  Yes  No

If yes, please provide details below:

Licence no.  Date of expiry

### 3. Licence required

Please state the proposed licence condition(s) you require on your licence: (e.g. S2, S4, S36, IA5, IA27)

<input style="width: 40px; height: 30px;" type="checkbox"/>	<input style="width: 40px; height: 30px;" type="checkbox"/>	<input style="width: 40px; height: 30px;" type="checkbox"/>	<input style="width: 40px; height: 30px;" type="checkbox"/>	<input style="width: 40px; height: 30px;" type="checkbox"/>	<input style="width: 40px; height: 30px;" type="checkbox"/>
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Refer to the radiation licensing website 'Licences to use – Licensing criteria' which will help you assess what qualifications and experience you will need for the licence condition(s) sought.

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Please include categories for granting of exemptions if necessary. For these categories please refer to the radiation licensing website 'Licence to use – Licence exemptions and supervision'.

### 4. Duration of Licence

Please indicate for how long you wish your licence to be valid  1 Year  3 Years

### 5. Occupation and employer

Please indicate both: Occupation code  Employer code

Refer to the radiation licensing website 'Licence to use – Occupation and employer categories' for codes.

Employer name: -----

Employer tel no: -----

If the list has no appropriate description for occupation or employer, please give details: -----

### 6. Qualifications and experience

Qualifications (including any relevant registration, accreditation or training courses to support your application):

Please attach copies of qualifications certified by one of the following: Justice of the Peace, Notary public, Commissioner of the Court or a Solicitor holding a current practising certificate.

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Details of experience in the principles of radiation protection procedures that relate to the proposed usage: -----

### 7. Ionising radiation apparatus

Details of the types of apparatus to be used including maximum current (mA) and voltage (kVp). If space is insufficient, please attach a separate list. Write N/A if you are not seeking a licence to use radiation apparatus.

Description of the equipment: e.g. cabinet x-ray equipment, mobile dental x-ray, CT scanner	Maximum mA	Maximum kV
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Description of proposed use:

### 8. Radioactive substances

Please provide details of the radioactive substances to be used stating all maximum activities in becquerels (Bq) or multiples thereof, e.g. kilo (k), mega (M), giga (G), tera (T). If space is insufficient, please attach a separate list. For certain activities, you do not need to provide details of radionuclides. These are marked with \* in 'Licence to use – Licensing criteria' available on the radiation licensing website. Write N/A if you are not seeking a licence to use radioactive substances.

UNSEALED radioactive substances				SEALED radioactive substances	
Radionuclide	Max. activity (Bq)	Radionuclide	Max. activity (Bq)	Radionuclide	Max. activity (Bq)

Description of proposed use:

### 9. Declaration

I declare that the information I have supplied in this application is not false or misleading in a material particular.

Name (please print)

Signature

Position

Date

#### Please note:

1. The licence application fee for a one-year licence of \$117 or for a three-year licence of \$226 (GST exempt) must accompany this form.
2. Send only certified copies of qualifications and credentials. **Do not send originals.**
3. If the application is approved, a licence certificate will be sent to you.
4. Your 'personal information' is collected and held by the Office of Environment and Heritage, 59-61 Goulburn Street, Sydney NSW 2000. The information is collected in order to process and consider your application. If you fail to supply all the information requested your application cannot be processed. The information may be used for other purposes relating to the administration and enforcement of the *Radiation Control Act 1990*. You have a right to access or correct your 'personal information' in accordance with the provisions of the *Privacy and Personal Information Protection Act 1998*.

\*\*\* **INCOMPLETE APPLICATIONS CANNOT BE PROCESSED** \*\*\*

#### Payment details

Payment can be made by credit card, cheque or money order. Cheques and money orders should be made payable to the Office of Environment and Heritage in Australian currency.

Visa       Mastercard       Cheque       Money order

Card number: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Expiry: \_\_ / \_\_

Cardholder's name: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Cardholder's signature: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

#### Checklist for applicants

Before sending your application, please ensure:

- All relevant information has been supplied
- Certified copies of required qualifications are attached
- The application fee of \$117 or \$226 is attached
- The form has been signed

**Send completed form to:**  
Licensing and Registration Team  
Hazardous Materials, Chemicals and Radiation Section  
Office of Environment and Heritage  
Department of Premier and Cabinet  
PO Box A290  
SYDNEY SOUTH NSW 1232  
Tel: 131 555  
Fax: 02 9995 6603  
Email: [info@environment.nsw.gov.au](mailto:info@environment.nsw.gov.au)  
Web: [www.environment.nsw.gov.au](http://www.environment.nsw.gov.au)

**The Office of Environment and Heritage (OEH) performs the functions  
of the Environment Protection Authority (EPA)**