

INFORMATION REQUIRED FOR LICENSE LISTED AS "OTHER"

A review of the North Carolina Regulations for Protection Against Radiation 15A NCAC 11 must be done with particular consideration to the section that is applicable to the license you are applying for and section .1600, Standards for Protection Against Radiation. Items that need to be addressed in section .1600 include:

- a) .1603 Radiation Protection Program
- b) .1604 Occupational Dose Limits for Adults
- c) .1610 Dose to an Embryo/fetus
- d) .1611 Dose Limits for Individual Members of the Public
- e) .1612 Compliance with Dose Limits for Members of Public
- f) .1627 Procedures for Receiving and Opening Packages

1. Fill out the enclosed Application for Radioactive Material License form completely. Use attachments when necessary. ***This form must be signed and dated by highest ranking company officer.*** Please state who may sign for future amendments in the form of a memorandum from the president.

- Item 1 a- State name and mailing address. This is the mailing address and should include the nine digit Zip Code.
- Item 1 b- Provide telephone number and extension if applicable
- Item 1 c- Provide facsimile number.
- Item 1 d- This is the physical address at which radioactive materials will be used (DO NOT LIST A P.O. BOX HERE).
- Item 2- Not applicable
- Item 3- Please indicate current license number or if you are applying for a new license, please state.
- Item 4- All individual users must be listed. If you do not have ample space to list all users, indicate which attachment contains this information.
- Item 5- Indicate who will be the Radiation Safety Officer.

NOTE: The information referenced in Items 6 through 15 should be included as attachments to the application

- Item 6 a- Indicate what isotopes you are requesting.
- Item 6 b- If the isotopes will be in the form of a sealed sources, indicate as such. Please state the manufacturer, model and maximum activity you will possess at one time.
- Item 7- List all uses the radioactive material will be used for.
- Item 8&9- Please submit all training for all users listed in item 4. If one users will be supervising the use of material, describe to what extent the supervision will be and what initial training the employees will have.
- Item 10- All survey meters must be listed.
- Item 11- Indicate all information concerning the calibration of the survey meters and who will calibrate them.
- Item 12- Indicate what dosimetry service you will be using.
- Item 13- Describe the facilities and indicate which attachment is the sketch of your storage facility. Indicate where the material is used/stored.
- Item 14- This is to be incorporated into the radiation protection program already discussed on page one. Please enclose all information about leak testing sealed sources under an attachment and indicate here. State frequency of leak test and who will perform them.
- Item 15- State how radioactive material will be disposed of when no longer needed.

Item 16- ***The application must be dated and signed by the highest ranking corporate official (e.g., President, CEO, etc.).*** Mail the entire application packet to Chief, Radioactive Materials Section, Division of Radiation Protection, 3825 Barrett Drive, Raleigh, NC 27609-7221. Be sure to retain a copy for your records. **If the form is not signed, the application will be mailed back to you.**

NOTE: All applicants for a Radioactive Materials License must provide documentation from the N.C. Secretary of State which indicates their legal business name in North Carolina. Other forms of this documentation may be acceptable to the agency. If you have questions, call the Radioactive Materials Branch for assistance.

Additional information is being compiled for inclusion in our website. Please visit the site often to check for the most up-to-date information (www.drp.enr.state.nc.us).