



**NATIONAL RADIATION
PROTECTION AUTHORITY**
*Established pursuant to Section 33(1) of the Atomic Energy & Radiation Protection
Act, Act No 5 of 2005*

Ministry of Health and
Social Services
P/ BAG 13198
Ministerial Building
Harvey Street
Windhoek 9000.
Namibia
Tel: + 264 (61) 2032417
Fax: 264 (61) 230 424
E-mail: aerpr@mhss.gov.na
Website: aebfnamibia.org

GUIDANCE FOR RENEWAL OF LICENSES

1. Introduction

The National Radiation Protection Authority (NRPA) is the national competent regulatory authority established by Atomic Energy & Radiation Protection Act, Act 5 of 2005 for nuclear, radiation safety and security. Its mission is to provide for the adequate protection of the environment and of people in current and future generations against the harmful effects of radiation by creating and maintaining a regulatory infrastructure which is consistent with international standards and best practices.

A key component of the NRPA activities is to ensure that applicants and licensees comply with the legislative and regulatory requirements as prescribed in the Act, the Radiation Protection and waste disposal Regulations and other conditions as NRPA deem appropriate. The NRPA issues licenses for possession and use of radiation sources amongst others. The license period is prescribed on the license issued and is dependent on the potential magnitude of radiological risk of the practice.

Furthermore Section 25 of the Atomic Energy and Radiation Protection Act 5 of 2005 states that a license holder may within 90 days of the expiry of a license apply to the Director General (NRPA) for a renewal of the license.

2. Objective

The objective of this document is to provide guidance to licensee to facilitate completeness of required documentations for renewal and timely submission thereof and thus results in timely processing of renewals.

3. Documentation to be submitted for renewal

The following, in addition to the application form, are the documentation that must accompany the application for renewal for the different practices.

NRPA	Document	Document No
Authorization	Guidance for Renewal of Licenses	NRPA_IA/1/15

3.1. Diagnostic and Interventional Radiology/ Dental Radiology/Radiotherapy/Nuclear Medicine

- An annual report on the implementation of the Radiation Management Plan in the prescribed format
- Maintenance results of the radiation detection and radiation emitting devices
- Proof of training certificates to show competency of staff developed during the preceding period of authorization
- Results of Occupational exposure, public exposure and other sites that were routinely monitored

3.2. Nuclear Gauging (fixed and mobile)/ Industrial Radiographer/Well logging

- An annual report on the implementation of the Radiation Management Plan in the prescribed format
- Calibration certificates of the gauges/leak test certificate
- Occupational or area monitoring results
- Source movement register
- Staff training certificate/records

3.3. Uranium Mining and Milling

- An annual report on the implementation of the Radiation Management Plan in the prescribed format
- Occupational and area monitoring results in the prescribed format
- Updated inventory of Radiation Sources
- Staff training certificates/records

3.4. Analytical Laboratory

- An annual report on the implementation of the Radiation Management Plan in the prescribed format
- Occupational or area monitoring results
- Staff training certificate/records

3.5. Cargo scanners

- An annual report on the implementation of the Radiation Management Plan in the prescribed format
- Occupational or area monitoring results

3.6. Baggage Scanners

An annual report on the implementation of the Radiation Management Plan in the prescribed format

NRPA	Document	Document No
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3.7. Transport Companies

- An annual report on the implementation of the Radiation Management Plan in the prescribed format
- Inventory of annual consignment
- Staff training certificate/records

3.8. Storage Facilities

- An annual report on the implementation of the Radiation Management Plan in the prescribed format

Conclusion

The above documentation should be submitted well in advance to allow the Authority to develop a complete and detailed opinion about the past practice whether these were in conformity with requirements and conditions. Failure to adhere to the aforesaid will lead to a delays and unauthorized possession and use of the practice and this Authority will be obliged to take action in line with the powers under the Act.

NRPA	Document	Document No
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References

1. The atomic energy and Radiation Protection Act, Act 5 of 2005
2. Ministry of Health and Social Services, The Radiation Protection and Waste Disposal Regulations, 2011

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