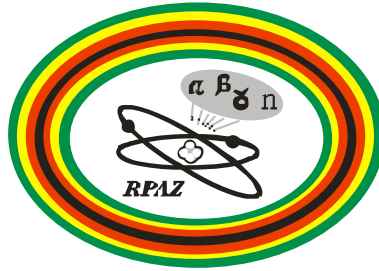


1 McCaw Drive  
Avondale  
Box A1710  
Avondale, Harare  
Zimbabwe



Phone: +263 4 335 792, 304 982, 304 978,  
+263 4 335 627, 335683, 308 006  
E-mail: [officialmail@rpaz.co.zw](mailto:officialmail@rpaz.co.zw)  
Website: [www.rpaz.co.zw](http://www.rpaz.co.zw)

RPA-AUT/RQ-03/IN/14

## RADIATION PROTECTION AUTHORITY OF ZIMBABWE

### RADIATION PROTECTION ACT (CHAPTER 15:15)

#### **MINIMUM REQUIREMENTS: LICENSE TO USE/POSSES INDUSTRIAL RADIATION GAUGES**

Requirements for use or storage and possession of industrial radiation gauges should be applied in addition to the following regulations:

- Statutory Instrument 62 of 2011, Radiation Protection (Safety and Security of Radiation Sources) Regulations;
- Statutory Instrument 106 of 2011, Radiation Protection (Safety and Security of Radiation Sources) (Amendment) Regulations;
- Statutory Instrument 134 of 2012 (Fee Schedule), Radiation Protection (Safety and Security of Radiation Sources) (Amendment) Regulations (No 2);

Note that this minimum requirement is not exhaustive and does not in any way preclude other decision by the RPAZ.

#### **a) Licensing Fees**

Under the Radiation Protection Act (Chapter 15:15) section 9(c) and 22(g) of the Act, RPAZ is empowered to charge fees for the licensing of radiation generating apparatus. The applicant is therefore required to pay applicable authorization fees in accordance with Statutory Instrument 134 of 2012 (Fee Schedule), Radiation Protection (Safety and Security of Radiation Sources) (Amendment) Regulations (No 2); and Statutory Instrument 106 of 2011, Radiation Protection (Safety and Security of Radiation Sources) (Amendment) Regulations;

#### **b) Administrative Arrangements**

- i. Nature of practice
- ii. Memorandum of Articles
- iii. Certificate of Registration, CR 14, CR 6
- iv. VAT Certificate and Tax clearance Certificate Name of the Legal Persons of the company including the Chief Executive Officer
- v. Name, Addresses and locations of company in Zimbabwe
- vi. Name of Legal Persons of Company (Managing Director, Chief Executive Officer etc.)

- vii. List of Staff and their qualifications and relevant trainings
- viii. Organogram of company showing line of authority
- ix. Scope of work in Zimbabwe
- x. Designation of an officer as Radiation Safety officer (RSO) who shall develop skills in basic radiation safety and understand the regulatory requirements for practices involving radioactive materials and ionizing radiation

#### **c) For Importation**

Obtain and submit a duly completed Application for Authorization to Import/Export Radiation devices form (*the form can also be downloaded from the RPAZ website: [www.rpaz.c.zw](http://www.rpaz.c.zw) or collected at our offices*) together with documentation providing the following information:

- i. detailed information of the sources
- ii. port of entry
- iii. the source certificates, leak test report obtained within the last 6 months
- iv. a written agreement from the source manufacturer /supplier that the sources shall be accepted back when they are spent or disused,
- v. transportation arrangements for the movement of the sources from port of entry to storage bunker
- vi. Payment of the requisite RPAZ importation fee

#### **d) Radiation Protection**

- i. Quality control and radiation safety procedure
- ii. Local rule and supervision
- iii. Programme for individual monitoring and area classification
- iv. Emergency procedures
- v. Procedures on transfer and disposal of radioactive material
- vi. Procedure for safe transportation of radioactive material
- vii. Procedures for storage of sources
- viii. Procedures for accident and incident investigation
- ix. CVs, academic qualification and professional certification of personnel or operators
- x. Procedure for source accountability
- xi. evidence of basic radiation safety training programme of your classified worker
- xii. Procure survey meters for your area and work place monitoring. Evidence should also be provided
- xiii. develop and implement adequate programmes for radiation protection, safety and security in the transportation of radioactive source

#### **e) Inspection**

For all new applications facilities will have to have a preauthorization inspection as part of the authorisation process. A satisfactory report of the inspection exercise will facilitate the issuance of the relevant authorization.

#### **f) Personnel Monitoring**

All personnel involved in the area where the radioactive material will be used have to be monitored by RPAZ or an RPAZ accredited Dosimetry Service Provider. This also includes operators and their assistants.

**g) Radiation Safety Officer (RSO)**

The facility must designate an officer who shall develop skills in basic radiation safety and understand the regulatory requirement for practices involving radioactive materials and ionizing radiation as the Radiation Safety Officer (RSO). The person so appointed shall ensure that;

- all persons using or working in the facility are supplied with at least one monitoring device and any other protective accessories necessary to carry out radiation procedures with the lowest possible risk,
- all radiation workers employed within the facility are given proper instruction on radiation safety measures and, where annual exposure exceed three-tenths of the dose equivalent limit, receive medical check-ups at least once every six months
- proper care is taken of radioactive wastes if they appear in the course of the use of radiation sources as described in the codes of practice issued by RPAZ for protection of persons exposed to ionizing radiation and that the wastes are only disposed of in accordance with the licence granted for the purpose
- exposure records are kept as prescribed in the codes of practice for users of ionizing radiation; and
- any other instructions that may be issued from time to time by RPAZ are implementation.