



Radiation Protection Authority Of Zimbabwe

"... protecting people and the environment against radiation effects ..."

RPAZ POLICY

INSPECTION POLICY

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Definitions

The terms are defined in the Radiation Protection Act, Regulations and IAEA Glossary

The Company Secretary; the Legal Advisor of the Authority

Authority; the Radiation Protection Authority of Zimbabwe.

Authorization; a permission granted by the regulatory body to a person, natural or juridical, who has applied to carry out an activity or practice. An authorization may take the form of a licence or registration.

Authorization suspension, revocation or modification; In the event of continual, persistent or extremely serious non-compliance, or a significant release of radioactive material to the environment due to serious malfunctioning at or damage to a facility, the regulatory body shall direct the operator to curtail activities and may suspend or revoke the authorization. The operator shall be directed to eliminate any unsafe conditions.

Decommissioning; administrative and technical actions taken to allow the removal of all the regulatory controls from the facility (except for a repository which is closed which is closed and not decommissioned).

Enforcement; The application by a regulatory body of sanctions against an operator, intended to correct and, as appropriate, penalize non-compliance with conditions of an authorization.

Exemption; a determination by the Authority that a source or practice need to be subject to some or all aspects of regulatory control on the basis that the exposure (including potential exposure) due to the source or practice is too small to warrant the application of those aspects.

Graded Approach; For a system of control, such as a regulatory system or a safety system, a process or method in which the stringency of the control measures and conditions to be applied is commensurate, to the extent practicable, with the likelihood and possible consequences of, and the level of risk associated with, a loss of control.

Legal person; any organization, corporation, partnership, firm, association, trust, estate, public or private institution, group, political or administrative entity or other

persons designated in accordance with national legislation, who or which has responsibility and authority for any action taken under these Regulations.

Licensee; the holder of a current licence granted for an activity or practice, which has recognized rights and duties for the activity or practice, particularly in relation to protection and safety.

Operator; Any organization or person applying for an authorization or authorized and/or responsible for nuclear, radiation, radioactive waste or transport safety when undertaking activities or in relation to any nuclear facilities or sources of ionizing radiation. This includes inter alia, private individuals, governmental bodies, consignors or carriers, licensees, hospitals, self-employed persons, etc.

Registrant; an applicant who is granted registration of a practice or source and has recognized rights and duties of such a practice or source, particularly to protection and safety.

Registration; a form of authorization for practices of low or moderate risks whereby the legal person responsible for the practice has, as appropriate, prepared and submitted a safety assessment of the facility and equipment to the regulatory body. The practice or use is authorized with conditions or limitations as appropriate. The requirements for safety assessment and the conditions or limitations applied to the practice should be less severe than those for licensing.

Regulatory Inspection; an examination, observation, surveillance, measurement or test undertaken by or on behalf of the regulatory body to assess structures, systems, components and materials, as well as operational activities, processes, procedures and personnel competence.

Safety culture; the assembly of characteristics and attitudes in organizations and individuals which establishes that, as an overriding priority, protection and safety issues receive the attention warranted by their significance.

1.0 INTRODUCTION

Radiation Protection Authority of Zimbabwe (RPAZ) is a statutory body with a mandate to protect people and the environment against the harmful effects of radiation. It was established in terms of the Radiation Protection Act [Chapter 15:15] (the Act). The Authority authorizes all practices related to radiation and authorizations carry conditions that should be adhered to for ensuring radiation safety and security.

Inspections are conducted by Authority inspectors at all regulated facilities as well as any other areas where there is reasonable cause to suspect the presence of radiation sources in terms of Section 18 of the Act. The Authority follows a graded approach in conducting inspections commensurate with the radiation risk associated with the facility or activity.

2.0 PURPOSE

This Inspections Policy provides guidance for conducting inspections in a manner that is consistent with the provisions of the Act, regulations and international standards and best practices.

3.0 SCOPE

This policy applies to;

- a) Facilities and persons authorized under the provisions of the Act.
- b) Any person or organization responsible for facilities and activities that give rise to radiation risks.
- c) Any facility or individuals presenting a reasonable cause for Authority to inspect.
- d) Any verification exercises conducted by inspectors.
- e) All regulatory inspections of radiation sources.

4.0 POLICY STATEMENT

The Authority shall establish and maintain a planned and reactive inspection system to ensure compliance with regulatory requirements. Inspections may be conducted by individuals or teams and may be announced or unannounced.

The Authority shall develop an inspection plan in accordance with the graded approach. In the inspection process, the prime responsibility for safety remains with the facility or anyone introducing radiation into the country. The Authority will maintain a clear separation of responsibilities between the regulator and the operator.

5.0 IMPLEMENTATION

5.1 Staffing and allocation of resources

The Authority shall employ a sufficient number of competent staff commensurate with the nature and number of facilities and activities to be regulated to perform its strategic goals. The Authority shall maintain an organisational structure that supports the effective implementation of the regulatory system for protecting people and the environment from the harmful effects of radiation.

5.2 Safety culture

The Authority shall ensure that within the country, activities related to the peaceful use of nuclear-based technologies are carried out in a safe manner, consistent with national and international safety principles with full respect to the environment.

Inspections shall be conducted to foster and support a safety culture through the development and re-enforcement of leadership as well as good attitudes and behaviour in relation to safety on the part of individuals and teams.

5.3 Graded approach

Inspections of facilities and activities shall be commensurate with radiation risks associated with facilities and activities in accordance with the graded approach. An

annual inspection program shall be developed at the beginning of every year, taking into consideration the required frequencies as specified by the Inspection frequency document. The inspection program shall be risk-informed, and flexible to meet the needs of licensees while assuring compliance with the Act and maintaining high levels of radiation safety and security. As appropriate, the inspection plan shall be reviewed to meet any unforeseen circumstances that may arise during the course of the year.

5.4 Accountability

The inspection processes will be carried out in line with the Authority's values.

6.0 RECORD KEEPING

The Authority shall make provisions for establishing, maintaining and retrieving adequate records relating to the safety of facilities and activities.

7.0 RESPONSIBILITIES

7.1 Chief Executive Officer

The Chief Executive Officer (CEO) shall be responsible for:

- a) Overseeing the implementation of this policy and subsequent procedures.
- b) Appointing Inspectors as provided for under *Section 7* of the Act.
- c) Mobilizing resources required for the implementation of the inspection programme.
- d) Protecting the interest and image of AUTHORITY in the conducting of Inspections.
- e) Reporting to the board on the implementation of the policy.

7.2 Director Regulatory Services

The Director Regulatory Services or any other manager charged with overseeing the inspections program at any time shall be responsible for:

- a) Developing regulatory policies, requirements for safety
- b) Policy Implementation guidance
- c) Guiding and directing all inspection activities.
- d) Advising the CEO on regulatory processes.
- e) Managing resources and logistics required for regulatory processes.
- f) Reviewing annual inspections plan/schedule.

7.3 Regulatory Manager / Regional Manager

- a) Developing and implementing the annual inspections programme.
- b) Assigning team members going to conduct inspections.
- c) Ensuring the inspections schedule is adhered to.
- d) Advising the Director Regulatory Services on the regulatory process.
- e) Managing inspection related data on the databases.
- f) Quality review of inspection reports.

8.0 POLICY REVIEW

This Authorization Policy shall be reviewed, examined, and revised every two years, or earlier where circumstances warranting such revision arises.

REFERENCES

- 1) The Radiation Protection Act [Chapter 15:15]
- 2) IAEA Organization, Management and Staffing of the Regulatory Body for Safety, GSG-12 (2018)
- 3) IAEA Functions and Processes of the Regulatory Body for Safety, GSG-13 (2018)
- 4) IAEA Safety Standards, General Safety Requirements Part 1, Government, Legal and Regulatory Framework for Safety, No. GSR Part 1
- 5) IAEA Management and Leadership for Safety GSR Part 2 (2016)
- 6) IAEA Radiation Protection and Safety of Radiation Sources: International Basic Safety Standards GSR Part 3 (2014)
- 7) IAEA Inspection of Radiation Sources and Regulatory Enforcement TECDOC-1526 (2007)
- 8) IAEA Safety Glossary, Terminology Used in Nuclear Safety and Radiation Protection 2018 Edition