

Do not use the following checklist to write your application. The following checklist is to help you verify that you have included the information necessary for your radioactive materials application before you upload the document. There are specific details in the guidance document not included in the checklist that are applicable to the application. If the checklist is used to write the application, your application's processing may be delayed.

The checklist is a high-level overview and does not necessarily include specific details for each item. It is meant to ensure only that you addressed each item necessary for the application. Details are discussed and provided for each individual item in the guidance document. The guidance document should have been used to write the application because it includes the details of what information is necessary to determine that the licensed materials will be used safely and will be properly secured. The checklist will help you to review your application to make sure that you have not forgotten to submit information regarding an item for the application.

Using the checklist, please review your application. When you have verified that you have included the information requested for an application, please proceed and follow the instructions to upload your application through the application portal and pay the application fee. Your application is not complete until the application is uploaded **AND** the fee is paid.

For future applications and payments, please make note of the following:

Renewal applications must be received by the DWMRC at least 30 days prior to the expiration date listed on the license. If not, your license may expire and you may be required to store or dispose of your radioactive materials until you can be issued a new radioactive materials license.

Annual fees are due each year on the month and day stated in the expiration date. If the license expires on March 31, 2025, an annual fee would be due on March 31, 2021, March 31, 2022, and so on. For this example, there would be no annual fee required on March 31, 2025 since a renewal is due that year.

If you have questions, please feel free to contact a member of the Radioactive Materials Section at 801-536-0200.

Checklist for Self Shielded Irradiator Radioactive Material License Application

Items 1 through 4: Locations & Responsible Individuals

Item No. and Title	Suggested Response	
Item 1: License Action Type	<p>You clearly stated what type of action you are requesting and provided the license number if the request involves an existing radioactive materials license:</p> <ul style="list-style-type: none"> • A NEW LICENSE application; • An AMENDMENT (change) to one or more item(s) of an existing license. [Information for only the item(s) being changed are required to be submitted;] <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • A LICENSE RENEWAL Application for an existing Radioactive Materials License. [MUST BE RECEIVED by DWMRC at least 30 days prior to expiration date stated on license]. 	<p style="text-align: right;">[]</p> <p style="text-align: right;">[]</p> <p style="text-align: right;">[]</p>
Item 2: Name and Mailing Address of Applicant	<ul style="list-style-type: none"> • The legal name of applicant as registered with the Utah Division of Corporations and Commercial Code is on the request. If operating under a "Doing Business As" company, the corporation's name and the DBA name is provided: Example: ABC, Inc. DBA Company Operating Name" • Full Mailing Address for applicant, including zip code, is provided. • If separate Billing Address is necessary, Billing Address is provided. 	<p style="text-align: right;">[]</p> <p style="text-align: right;">[]</p> <p style="text-align: right;">[]</p>
Item 3: Address(es) Where Licensed Materials Will be Used or Possessed	<ul style="list-style-type: none"> • <u>All</u> "Location of Use" physical address(es) or location description(s)* (3 mi W of Power Plant on Hwy 10, City, UT) are provided. Information showing or describing exact location of licensed materials are marked as protected [Sensitive-Security Related Information Protected Under 63G-2-201(3)(b)]. • Indication of use of devices at temporary job sites was provided. <p style="font-size: small;">* P.O. Boxes are not accepted for locations of use. Locations of Use are locations where materials are stored, used, prepared, etc excluding temporary job sites.</p>	<p style="text-align: right;">[]</p> <p style="text-align: right;">[]</p> <p style="text-align: right;">[]</p>
Item 4: Person(s) to be Contacted About the Application	<p>Name of Individual(s) to contact for additional information for the application or clarification are provided</p> <ul style="list-style-type: none"> • <u>Contact information for the named individual(s) provided –</u> Telephone numbers (cell & office), email address(es) • A completed Delegation of Authority Form for each individual who is not a member of management but who is authorized to act on behalf of the applicant/licensee was provided. 	<p style="text-align: right;">[]</p> <p style="text-align: right;">[]</p> <p style="text-align: right;">[]</p>

Checklist for Self Shielded Irradiator Radioactive Material License Application

Items 5 & 6: Materials to Be Possessed and Proposed Uses						
Yes	No	Radioisotope	Manufacturer or Distributor Model No.	Quantity	Use as Listed on SSD Registration Certificate	Specify Other Uses Not Listed on SSD Registration Certificate
		Cesium-137	<p>Each of the following requested sealed sources, devices, and source/device combinations is the subject of an approved SSD registration certificate number(s). State the SSD certificate number(s):</p> <hr/> <p>Sealed source manufacturer's or distributor's name and model number:</p> <hr/> <p>Device manufacturer's or distributor's name and model number:</p> <hr/>	<p>___TBq (___ Ci) per source and maximum possession limit (based on number of sources requested):</p> <p>___TBq (___ Ci) total</p> <p>Not to exceed either the maximum activity per source or maximum activity per device as specified in SSD registration certificate</p>	Yes []	<p>[] Not applicable</p> <hr/> <p>[] Uses are:</p> <hr/> <p>(Submit safety analysis, including procedures and training, supporting safe use)</p>

Items 5 & 6: Materials to Be Possessed and Proposed Uses (Continued)

Yes	No	Radioisotope	Manufacturer or Distributor Model No.	Quantity	Use as Listed on SSD Registration Certificate	Specify Other Uses Not Listed on SSD Registration Certificate
		Cobalt-60	<p>Each of the following requested sealed sources, devices, and source/device combinations is the subject of an approved SSD Registration Certificate numbers. State the SSD certificate number(s):</p> <hr/> <p>Sealed source manufacturer's or distributor's name and model number:</p> <hr/> <p>Device manufacturer's or distributor's name and model number:</p> <hr/>	<p>___TBq (___ Ci) per source and maximum possession limit (based on number of sources requested):</p> <p>___TBq (___ Ci) total</p> <p>Not to exceed either the maximum activity per source or maximum activity per device as specified in SSD registration certificate</p>	Yes []	<p>[] Not applicable</p> <hr/> <p>[] Uses are:</p> <hr/> <p>(Submit safety analysis, including procedures and training, supporting safe use)</p>

Items 5 & 6: Materials to Be Possessed and Proposed Uses (Continued)						
Yes	No	Radioisotope	Manufacturer or Distributor Model No.	Quantity	Use as Listed on SSD Registration Certificate	Specify Other Uses Not Listed on SSD Registration Certificate
		Strontium-90	<p>Each of the following requested sealed sources, devices, and source/device combinations is the subject of an approved SSD Registration Certificate numbers. State the SSD certificate number(s):</p> <p>_____</p> <p>Sealed source manufacturer's or distributor's name and model number:</p> <p>_____</p> <p>Device manufacturer's or distributor's name and model number:</p> <p>_____</p>	<p>___TBq (___ Ci) per source and maximum possession limit (based on number of sources requested):</p> <p>___TBq (___ Ci) total</p> <p>Not to exceed either the maximum activity per source or maximum activity per device as specified in SSD registration certificate</p>	Yes []	<p>[] Not applicable</p> <p>_____</p> <p>[] Uses are:</p> <p>_____</p> <p>(Submit safety analysis, including procedures and training, supporting safe use)</p>

Items 5 & 6: Materials to Be Possessed and Proposed Uses (Continued)

Yes	No	Radioisotope	Manufacturer or Distributor Model No.	Quantity	Use as Listed on SSD Registration Certificate	Specify Other Uses Not Listed on SSD Registration Certificate
		Other (specify)	Sealed source manufacturer or distributor name and model number: _____ Device manufacturer or distributor name and model number: _____ SSD Registration Certificate numbers: _____	___TBq (___ Ci) per source and maximum possession limit (based on number of sources requested): ___TBq (___ Ci) total Not to exceed either the maximum activity per source or maximum activity per device as specified in SSD registration certificate	Yes []	[] Not applicable _____ [] Uses are: _____ (Submit safety analysis, including procedures and training, supporting safe use)

Items 5 & 6: Materials to Be Possessed and Proposed Uses (Continued)			
Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
5.2 Financial Assurance and Recordkeeping For Decommissioning	<p>The applicant provided a commitment that in accordance with R313-22-35(7), the applicant will maintain drawings and records important to decommissioning and shall transfer these records to a DWMRC, an NRC or Agreement State licensee before licensed activities are transferred or forward the records to the Director of the DWMRC before the license is terminated.”</p> <p style="text-align: center;">AND</p> <p>If financial assurance is required, the applicant submitted he information necessary for financial assurance following the guidance of NUREG-1757, Volume 3, “Consolidated Decommissioning Guidance - Financial Assurance, Recordkeeping, and Timeliness.”</p>	[]	[]

Items 5 & 6: Materials to Be Possessed and Proposed Uses (Continued)			
Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
6. Purpose for Which Licensed Material Will Be Used	The applicant has committed that they will not irradiate flammable, corrosive, or explosive materials.”	<input type="checkbox"/>	
	AND		
	If the self-shielded irradiator(s) are to be used as stated in the SSD Certificate, the applicant has that the irradiator or irradiators will be used for the purposes described in their SSD registration certificates.	<input type="checkbox"/>	
	OR		
	If the self-shielded irradiators will be used for purposes other than those listed on the SSD registration certificate, the applicant has specified the purposes and submitted a safety analyses, including operating and emergency procedures and training, as necessary, to support safe use for the non-approve use of the irradiator. The applicant has included enough information to demonstrate that irradiation of the proposed items will not compromise the integrity of the source, source shielding, or other components critical to the radiation safety of the irradiator in their safety analyses.	<input type="checkbox"/>	<input type="checkbox"/>

Items 7 Through 11: Training and Experience, Facilities and Equipment, Radiation Safety Program, and Waste Disposal			
Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
7.1 Radiation Safety Officer (RSO)	<p>The applicant has provided:</p> <p>Name of the proposed RSO:</p> <p>_____</p> <p>Documentation demonstrating that the proposed RSO is qualified by training and experience (see training described in Appendix F of the Guidance Document)</p> <p style="text-align: center;">OR</p> <p>Name of the proposed RSO:</p> <p>_____</p> <p>The applicant provided alternative information demonstrating that the proposed RSO is qualified by training and experience.</p>	<p>[]</p> <p>[]</p> <p>[]</p>	<p>[]</p> <p>[]</p> <p>[]</p>
7.2 Authorized Users (AUs)	<p>The applicant has provided a commitment that states that before using licensed materials, authorized users will receive the training described in Appendix F of NUREG–1556, Volume 5, (Current Revision), “Consolidated Guidance About Materials License: Program-Specific Guidance About Self-Shielded Irradiator Licenses.”</p> <p style="text-align: center;">OR</p> <p>The applicant provided alternative information demonstrating that proposed AUs are qualified by training and experience.</p>	<p>[]</p>	<p>[]</p>
8. Training for Individuals Working in or Frequenting Restricted Areas	<p>The applicant's training program will be examined during inspections and should not be submitted in the license application.</p>	<p>Need not be submitted with application</p>	

Items 7 Through 11: Training and Experience, Facilities and Equipment, Radiation Safety Program, and Waste Disposal (Continued)			
Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
9. Facilities and Equipment	The applicant has provided a commitment that they will conduct electrical and mechanical safety interlock checks of each irradiator at least quarterly, in accordance with the irradiator's user's manual."	[]	
	AND EITHER		
	<ul style="list-style-type: none"> A commitment that the applicant will ensure each area where a self-shielded irradiator is located meets the 'Conditions of Normal Use' and 'Limitations and/or Other Considerations of Use' on each irradiator's Sealed Source and Device registration certificate. The applicant's commitment also includes a statement that the floor beneath the self-shielded irradiator is adequate to support the weight of the irradiator. The applicant has committed that each self-shielded irradiator is secured to prevent unauthorized access or removal; and each area where a self-shielded irradiator is located is equipped with an automatically operated fire-detection and -control system (sprinkler, chemical, or gas) or the location of the area and other controls ensure a low level of radiation risk attributable to fires. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> The applicant provided alternative information for the above; including a justification for placing an irradiator in an area that does not correspond to the "Conditions of Normal Use" and the "Limitations and/or Other Considerations of Use," if applicable. 	[]	[]

Items 7 Through 11: Training and Experience, Facilities and Equipment, Radiation Safety Program, and Waste Disposal (Continued)			
Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
		10.1 Radiation Safety Program Audit and Review of Program	The applicant's program for reviewing the content and implementation of its radiation protection program, access authorization program, and security program will be examined during inspections and should not be submitted with the license application.
10.2 Radiation Monitoring Instruments	<p>The applicant submitted one of the following:</p> <ul style="list-style-type: none"> A commitment that the applicant will use instruments that meet the radiation-monitoring instrument specifications published in Appendix I of NUREG-1556, Volume 5, (Current Revision), "Consolidated Guidance About Materials License: Program-Specific Guidance About Self-Shielded Irradiator Licenses." Additionally, the applicant has committed that each radiation survey meter will have been calibrated by the manufacturer or other person authorized by the DWMRC, the NRC or an Agreement State to perform radiation survey meter calibrations no more than 12 months before the date the meter is used. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> The applicant has committed to use instruments that meet the radiation-monitoring instrument specifications published in Appendix I of NUREG-1556, Volume 5, (Current Revision), "Consolidated Guidance About Materials License: Program-Specific Guidance About Self-Shielded Irradiator Licenses." The applicant has also committed that they will implement the model radiation survey meter calibration program published in Appendix I of the guidance document, and will ensure that each radiation survey meter is calibrated no more than 12 months before the date the meter is used. The applicant has committed to maintain records of calibration. 	[]	
		[]	

Items 7 Through 11: Training and Experience, Facilities and Equipment, Radiation Safety Program, and Waste Disposal (Continued)

Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
<p>10.2 Radiation Monitoring Instruments (Continued)</p>	<p align="center">OR</p> <p>The applicant has submitted a description of alternative equipment and procedures for (1) ensuring that interlocks function as required to return moving self-shielded irradiator sources to the shielded position, and (2) determining source shielding integrity after an incident involving the self-shielded irradiator</p>	<p align="center">[]</p>	<p align="center">[]</p>
<p>10.3.1 Material Receipt and Accountability Inventory</p>	<p>The applicant has committed to develop, implement, and maintain procedures for ensuring accountability of licensed materials at all times.</p>	<p align="center">[]</p>	
	<p align="center">AND</p>		
<p>10.3.2 National Source Tracking System (NSTS)</p>	<p>The applicant has committed to comply with the NSTS reporting requirement as described in R313-15-1206.</p>	<p align="center">[]</p>	

Items 7 Through 11: Training and Experience, Facilities and Equipment, Radiation Safety Program, and Waste Disposal (Continued)			
Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
10.4 Occupational Dose	<p>The applicant provided one of the following three items:</p> <ul style="list-style-type: none"> • A statement that the applicant will maintain, for inspection by the DWMRC, documentation demonstrating that unmonitored individuals are not likely to receive a radiation dose in excess of the limits in R313-15-502(1). <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • The statement that the applicant will provide and require the use of individual monitoring devices (dosimetry). The applicant also committed that all personnel dosimeters that require processing to determine the radiation dose will be processed by an NVLAP-accredited processor.” <p style="text-align: center;">OR</p> <p>The applicant provided a description of an alternative method for demonstrating compliance with the referenced regulations.</p>	<p style="text-align: center;">[]</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">[]</p>	<p style="text-align: center;">OR</p> <p style="text-align: center;">[]</p>
10.5 Public Dose	No response is required from the applicant in a license application, but documentation demonstrating compliance will be examined during inspection.		[]

Table B–2. Items 7 Through 11: Training and Experience, Facilities and Equipment, Radiation Safety Program, and Waste Disposal (Continued)			
Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
10.7 Leak Tests	<p>Submit one of the following:</p> <ul style="list-style-type: none"> • The statement: “Leak tests will be performed at intervals approved by the NRC or as specified in the Sealed Source and Device Registration Certificate. Leak tests will be performed by an organization authorized by the NRC or an Agreement State to provide leak-testing services to other licensees; or by using a leak-test kit supplied by an organization authorized by the NRC or an Agreement State to provide leak-test kits to other licensees and according to the self-shielded irradiator manufacturer’s or distributor’s instructions and kit supplier’s instructions.” <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • The statement: “Leak testing and analysis will be done by the applicant.” Provide the information in Appendix N of this NUREG supporting a request to perform leak testing and sample analysis and either state, “We will follow the model procedures in Appendix N of NUREG–1556, Volume 5, Revision 1, “Consolidated Guidance about Materials Licenses: Program-Specific Guidance About Self-Shielded Irradiators”” or submit alternative procedures. 	<p>[]</p> <p>[]</p>	

Items 7 Through 11: Training and Experience, Facilities and Equipment, Radiation Safety Program, and Waste Disposal (Continued)			
Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
10.8 Maintenance	<p>For all maintenance, the applicant has submitted:</p> <ul style="list-style-type: none"> A commitment that the applicant will maintain documentation of the use of all non-OEM replacement parts and components. If OEM replacement parts cannot be used for the shielding of any sealed sources, the driving unit of any sources, safety interlocks, or other electrical or mechanical component that could expose the source, reduce the shielding around the source(s), or compromise the radiation safety of the device or any sources, the applicant will obtain and document DWMRC approval before beginning the nonroutine maintenance activity. In addition, if a service provider plans to remove any aspect of the Global Threat Reduction Initiative (GTRI) irradiator-hardening hardware, the applicant will discuss this matter with the DWMRC before allowing this service to be initiated.” 	[]	
	<p>For routine maintenance, the applicant has submitted either of the following:</p> <ul style="list-style-type: none"> A commitment that the applicant will implement and maintain procedures for routine maintenance of the applicant's self-shielded irradiators according to each manufacturer's or distributor's written recommendations and instructions.” <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> The applicant has submitted alternative procedures for the DWMRC's review 	[]	[]

Items 7 Through 11: Training and Experience, Facilities and Equipment, Radiation Safety Program, and Waste Disposal (Continued)

Item No. and Title	Suggested Responses	Yes	Alternative Procedures Attached
10.8 Maintenance (Continued)	<p>For nonroutine maintenance, the applicant has submitted either of the following:</p> <ul style="list-style-type: none"> A commitment that the applicant will have the self-shielded irradiator manufacturer, distributor, service provider, or another person authorized by the DWMRC, the NRC or an Agreement State perform nonroutine maintenance.” <p align="center">OR</p> <ul style="list-style-type: none"> The applicant has provided alternative procedures for the DWMRC’s review addressing the information listed in Appendix O of NUREG–1556, Volume 5, (Current Revision), “Consolidated Guidance about Materials Licenses: Program-Specific Guidance About Self-Shielded Irradiators” or submit alternative procedures. 	[]	[]
10.9 Transfer and Transportation	<p>No response is needed from the applicant. However, before offering a Type B package for shipment, a licensee needs to have registered with the NRC as a user of the package and obtained the NRC’s approval of its quality assurance (QA) program. Transportation issues will be reviewed during inspection.</p> <p>If an exemption is needed, provide the information listed in the “Discussion” portion of Section 8.10.9 of this NUREG.</p>		Need Not be submitted with application
11. Waste Management Self-Shielded Irradiator Disposal & Transfer	<p>The applicant does not need to provide a response to this item. However, the licensee should develop, implement, and maintain self-shielded irradiator transfer and waste disposal procedures, including updates to the National Source Tracking System (NSTS), in its radiation safety program.</p>		Need Not be submitted with application