

Office of Radiation Safety, Ministry of Health

Moving, disposing or removing radiation sources

Under Section 31 of the Radiation Safety Act 2016, anyone who manages or controls a radiation source must notify the Director of the Office of Radiation Safety if there is any change in the location of the source, if it is disposed of in New Zealand or removed from New Zealand.

Please complete all fields in Section 1 and 2 and **either** Section 3 **or** 4. Then sign the Declaration in Section 5 and email to: orsenquiries@moh.govt.nz

Section 1: Source licence holder details

Source licence number Name of organisation and department

Street address

Contact person's name

Phone number

Email address

Section 2: Source information

2.1 Irradiating apparatus and instruments

Make (manufacturer) Model number Serial Number Year of manufacture ORS Registration number
(if known)

2.2 Radioactive material

Radionuclide Serial number ORS Registration number
(if known) Sealed Unsealed

Section 3: New location information

If the location of the radiation source has changed, please complete this section.

New location source licence number Name of organisation and department

Street address

Contact person's name

Phone number

Email address

Section 4: Disposed in New Zealand or exported overseas

If the radiation source has been disposed of in New Zealand or exported overseas, please complete this section.

Date of disposal or export Export consent number (for instruments only)

Means of disposal

Site of disposal (Street address) or destination country if exported

Section 5: Declaration

I declare that the information on this form is true and correct.

Name Signature (An electronic signature is acceptable) Date