

## **NUCLEAR SAFETY REQUIREMENTS**

**BSR-1.9.6-2018**

### **“RECOGNITION OF RADIATION PROTECTION EXPERT FOR ACTIVITIES WITH SOURCES OF IONISING RADIATION IN NUCLEAR ENERGY AREA AND DUTIES OF UNDERTAKINGS CARRYING OUT AFOREMENTIONED ACTIVITIES TO CONSULT WITH RADIATION PROTECTION EXPERT”**

#### **CHAPTER I GENERAL PROVISIONS**

1. Nuclear safety requirements BSR-1.9.6-2018 “Recognition of Radiation Protection Expert for Activities with Sources of Ionising Radiation in Nuclear Energy Area and Duties of Undertakings Carrying out Aforementioned Activities to Consult with Radiation Protection Expert” (hereinafter – “the Rules of Procedure”) shall establish the procedure of recognition of a natural person pursuing to become a radiation protection expert for activities with sources of ionising radiation in nuclear energy area (hereinafter – “the RPE”) (except the citizens of the Republic of Lithuania or any other Member State as well as other natural persons, who exercise the rights on movement within the Member States entitled to them by the European Union legislation and hold a document, issued by an authorised body of another Member State, proving that these persons are radiation protection experts) and consult the undertakings carrying out the activities with sources of ionising radiation in nuclear energy area (hereinafter – “the undertakings”, including the procedure for issuance of certificates of recognition to the RPEs and the procedure of the undertakings’ consulting with the RPEs.

2. The RPE shall be able to give advice on the basis of any legitimate form of individual employment relationship with the undertaking or contracts with the undertaking on the provision of consultancy services.

#### **CHAPTER II DEFINITIONS**

3. The definitions used herein shall have the meanings assigned to them in the Law on Radiation Protection of the Republic of Lithuania, Law on Nuclear Safety of the Republic of Lithuania, Law on Nuclear Energy of the Republic of Lithuania, as well as in other legislation governing radiation protection.

#### **CHAPTER III DUTIES OF THE UNDERTAKING CONCERNING CONSULTATION WITH THE RPE**

4. The undertakings shall:

4.1. consult with the RPE on the matters relating to compliance with the requirements of the legislation governing radiation protection concerning occupational and public exposure (hereinafter – “the radiation protection matters”), as specified in paragraph 16 of the Rules of Procedure;

4.2. prior to consultation, verify that the RPE is entitled to give his/her advice to the undertakings on radiation protection matters, in respect of which the undertakings requested the RPE for advice, having taken into consideration the area(s) referred to in paragraph 14 of the Rules of Procedure.

5. The undertakings shall keep and store the records on the consultation and advice on radiation protection matters provided by the RPE. The records shall contain the following information: the area(-s) of consultancy on radiation protection matters referred to in paragraph 14 of the Rules of Procedure, and radiation protection matter(-s) referred to in paragraph 16 of the Rules of Procedure, the date of provision of advice (where the consultancy is provided for a certain period, the dates of advice provision commencement and end shall be specified), full surname of the RPE, who provided advice, and the date of issuance and number of the document, entitling the right to carry out the functions of an RPE, the

name of the issuing authority, if the document was issued by the authorised body other than the State Nuclear Power Safety Inspectorate (VATESI). The undertakings shall store the records referred to in herein paragraph at least for 5 years from the date of the provision of advice (where the consultancy is provided for a certain period, this term shall be calculated from the last day of the provision of advice) and, upon the request of VATESI, provide a copy of these records to VATESI within 10 business days from the application.

6. The undertakings shall provide means to a person or unit responsible for radiation protection be able to contact the RPE, where necessary, and obtain from the RPE consultation and advice on radiation protection matters, unless the RPE carries out the functions of a person responsible for radiation protection.

#### **CHAPTER IV RECOGNITION OF A NATURAL PERSON PURSUING TO BECOME A RADIATION PROTECTION EXPERT**

7. A natural person pursuing to become a RPE, shall submit to VATESI (either at a distance, by electronic means via the Point of Single Contact for Services and Products or directly contacting VATESI) the application for recognition in the form, as specified in Annex 1 to the Rules of Procedure, and the following documents:

7.1. a certified copy of a document attesting a university or equivalent education (degree) in any study course of study group of physical or engineering science studies, which is recognised in the Republic of Lithuania in accordance with the laws of the Republic of Lithuania. When the education has been acquired outside the Republic of Lithuania, a certified copy of the decision of the institution of academic recognition of foreign qualifications on the academic recognition of foreign qualifications shall be submitted in line with the aforementioned documentation;

7.2. the documents, declarations and/or any other information proving that a natural person has at least 5 years of professional experience in one or more areas of consultancy on radiation protection matters referred to in paragraph 14 of the Rules of Procedure, in relation to which the application for recognition has been submitted;

7.3. a copy(-ies) of the document(-s) to certify the knowledge and skills in the field of radiation protection specified in Annex 2 to the Rules of Procedure, in one or more areas of consultancy on radiation protection matters referred to in paragraph 14 of the Rules of Procedure, for which the recognition is requested.

8. In cases when the documents referred to in sub-paragraph 7.1 of the Rules of Procedure are submitted to VATESI directly (not by remote means), the original and a copy of this document can be submitted, the authenticity of which is verified by comparing the received documents with the original.

9. A natural person applying for recognition, shall be notified in writing within 5 business days after the receipt of the application on the following:

9.1. the receipt of the documents by VATESI and the period within which VATESI will, after examining the documents submitted, take a decision on the person's recognition as the RPE;

9.2. the remedies available to the person applying for recognition in the event of a dispute;

9.3. the provision that, in the absence of a response within the period prescribed, the RPE shall not be deemed to be recognised.

10. A natural person pursuing to become an RPE shall be recognised by the Head of VATESI taking into account the proposals of the Committee for the Recognition of Natural Persons Pursuing to Become the RPEs (hereinafter – “the Recognition Committee”).

11. The Recognition Committee, having determined that the documents meet the requirements specified in paragraph 7 of the Rules of Procedure, shall examine the documents submitted by a natural person within 20 calendar days after the receipt of the documents and, pursuant to paragraph 6 of Article 29 of the Law on Radiation Protection, submit to the Head of VATESI a proposal for a decision to recognise an RPE and issue the certificate of recognition to the RPE. The Recognition

Committee shall present a proposal for a decision to recognise an RPE and issue the certificate of recognition to the RPE for each area of the RPE consultancy on radiation protection matters separately. The proposals of the Recognition Committee addressed to the Head of VATESI shall be documented in the Minutes of Recognition Committee Meeting. When, having regard to the Minutes of Minutes of Recognition Committee Meeting, pursuant to paragraph 6 of Article 29 of the Law on Radiation Protection, the Head of VATESI takes a decision to issue natural person pursuing to become an RPE the certificate of recognition entitling its holder to be the RPE and give advice on radiation protection matters in one or more areas of consultancy on radiation protection matters, then a person pursuing to become an RPE shall be notified in writing on the decision of the Head of VATESI and the obligation to pay the obligatory state fee.

12. When a person pursuing to become an RPE pays the obligatory state fee and notifies VATESI on the payment of the obligatory state fee, such person shall be issued with the RPE certificate (Annex 3 to the Rules of Procedure). The areas of consultancy on radiation protection matters referred to in paragraph 14 of the Rules of Procedure, in which the RPE was recognised, shall be specified in the RPE's Certificate of Recognition.

13. The list of natural persons holding valid RPE certificates is available on VATESI website. Upon revocation of the RPE certificate, the list of persons holding valid RPE certificates shall be amended (the data of the natural person, whose RPE certificate has been revoked shall be deleted). Information about the amendments in the list of natural persons holding valid RPE certificates shall be updated on VATESI website not later than within one business day after the revocation of the relevant RPE certificate. The list contains the following data: full name of the RPE, number of the issued RPE certificate, date of issue, the area(-s) of consultancy on radiation protection matters, and the records on the revocation of the RPE certificate.

## **CHAPTER V ACTIVITIES AND DUTIES OF RADIATION PROTECTION EXPERT**

14. The RPE shall be entitled to give advice in the area(-s) of consultancy on radiation protection matters, in which he/she is recognised. The areas of consultancy on radiation protection matters for which the RPE recognition is required shall be as follows:

14.1. assessment and testing of technical measures for radiation protection;

14.2. assessment of the designs (including the plans for new installations) of premises in which activities are planned to be carried out from the radiation protection point of view;

14.3. the acceptance into service of new or modified sources from the radiation protection point of view ;

14.4. periodic checking of the effectiveness of application of technical measures and methods for radiation protection;

14.5. periodic calibration of measuring equipment, its quality control, maintenance, and checking for proper operation and use.

16. The RPE should give advice to the undertakings on the following radiation protection matters as well as on other radiation protection issues, upon request of an undertaking:

16.1. on optimisation and establishment of dose constraints;

16.2. on plans for new installations and the acceptance into service of new or modified radiation sources in relation to any engineering controls, design features, safety features and warning devices relevant to radiation protection;

16.3. on categorisation of controlled and supervised areas;

16.4. on classification of workers;

16.5. on the workplace and individual monitoring programmes and related personal dosimetry;

16.6. on radiation monitoring instrumentation;

16.7. on quality assurance;

16.8. on contamination monitoring and public exposure reduction as well as exposure monitoring measures;

16.9. on radioactive waste management measures;

16.10. on preparation of radiological accident management plans;

16.11. on preparedness for emergency exposure situations and emergency response operations;

16.12. on training and retraining programmes for exposed workers;

16.13. on radiological accident investigation and remedial actions;

16.14. on working conditions of pregnant and breastfeeding workers;

16.15. on preparation of radiation protection documentation.

17. Pursuant to item 2, paragraph 8 of Article 29 of the Law on Radiation Protection, the RPE shall improve qualification in that/those area(-s) of consultancy on radiation protection matters referred to in paragraph 14 of the Rules of Procedure, in which the RPE is recognised and shall every 5 years provide the evidence of qualification improvement either remotely by electronic means via the Point of Single Contact for Services and Products or directly contacting VATESI.

## **CHAPTER VI ORGANISATION OF RECOGNITION COMMITTEE WORK**

18. The Recognition Committee shall assess documents submitted by persons pursuing to become the RPEs and present to the Head of VATESI the proposals on recognition of the persons pursuing to become the RPEs. The Recognition Committee shall also assess the documents submitted by the RPEs recognised in accordance to paragraph 17 of the Rules of Procedure and present the head of VATESI the proposals on the compliance of an RPE with the criteria set out in paragraph 17 of the Rules of Procedure.

19. The Recognition Committee shall consist of at least three persons employed by VATESI. The Chairperson and the Secretary of the Recognition Committee shall be appointed from amongst the members of the Recognition Committee.

20. The Recognition Committee's activities shall be lead by the Chairperson of the Recognition Committee: he/she shall convene the Recognition Committee's meeting within 15 calendar days after the submission to VATESI of all duly completed documents specified in paragraph 7 or paragraph 17 of the Rules of Procedure. When the Chairperson or Secretary is absent, the Head of VATESI shall, by order, appoint an acting member of the Recognition Committee in lieu thereof.

21. The Secretary of the Recognition Committee shall present to the Head of VATESI a proposal for a decision to recognise an RPE or a proposal on the compliance of an RPE with the criteria set out in paragraph 17 of the Rules of Procedure within one business day after the meeting of the Recognition Committee.

22. Meetings of the Recognition Committee shall be valid, when more than half of the members of the Recognition Committee are present.

23. The Recognition Committee shall take its decisions by a majority of votes, by open roll call ballot. If the votes are evenly divided (a tied vote), the Chairperson of the Recognition Committee shall have the casting vote in taking the decision.

24. The proposals of the Recognition Committee shall be documented in the minutes, which shall be written by the Secretary of the Recognition Committee and signed by all members of the Recognition Committee, who participated in the meeting of the Recognition Committee.

## **CHAPTER VII FINAL PROVISIONS**

25. The purpose of obtaining the personal data specified in paragraph 7 of the Rules of Procedure is unambiguously to identify a natural person, who applies to VATESI for his/her recognition as an RPE, to implement the legal obligation laid down in paragraph 1 of Article 29 of the Law on

Radiation Protection. The purpose of publishing the personal data specified in paragraph 13 of the Rules of Procedure on VATESI website is unambiguously to identify a natural person recognised as an RPE, to implement the legal obligation laid down in paragraph 13 of Article 29 of the Law on Radiation Protection. The purpose of obtaining the personal data specified in paragraph 16 of the Rules of Procedure is unambiguously to identify a natural person recognised as an RPE, to implement the legal obligation laid down in item 2, paragraph 8 of Article 29 of the Law on Radiation Protection. Personal data obtained, with the exception of the data specified in paragraph 13 of the Rules of Procedure, may be disclosed only to state and municipal authorities and institutions upon their request, if such request is based on the necessity to perform the functions assigned to them. Personal data obtained in accordance with the procedure set forth in these Rules of Procedure will be stored for no longer than specified in the implementing legislation of the Law on Documents and Archives of the Republic of Lithuania.

26. Persons who violate the provisions of the Rules of Procedure shall be liable in accordance with the procedure established by the Law on Radiation Protection of the Republic of Lithuania and the Code of Administrative Offences of the Republic of Lithuania.

**(Application form for recognition)**

First name*, where there is more than one name, the names shall be separated by spacing between them	
<input type="text"/>	
Last name*, where there is more than one surname, the surnames shall be separated by spacing or hyphen between them	
<input type="text"/>	
Date of birth (day, month, year)	
<input type="text"/>	
Telephone	
<input type="text"/>	
Fax	
<input type="text"/>	
E-mail address*	
<input type="text"/>	
Address (habitual residence)	
Street	House No
<input type="text"/>	<input type="text"/>
City/Town	Apartment No
<input type="text"/>	<input type="text"/>
Postcode	
<input type="text"/>	

\* Please use BLOCK CAPITALS.

Attn.: the Head of the State Nuclear Power Safety Inspectorate

## APPLICATION FOR RECOGNITION

\_\_\_\_\_  
(date)

**I am hereby asking to recognise me as a radiation safety expert on the matters relating to compliance with the requirements of the legislation governing radiation protection concerning occupational and public exposure (hereinafter – “the radiation protection matters”) in the following area(-s):**

No	Radiation protection expert for consultancy on radiation protection matters	Please check the relevant with 'X'
1.	Assessment and testing of technical measures for radiation protection	
2.	Assessment of the designs (including the plans for new installations) of premises in which activities are planned to be carried from the point of view of radiation protection	
3.	Acceptance into service of new or modified sources from the point of view of radiation protection	
4.	Periodic checking of the effectiveness of application of technical measures and methods for radiation protection	
5.	Periodic calibration of measuring equipment, its quality control, maintenance, and checking for proper operation and use.	

Educational background				
Training, education institution	Completion year	Acquired profession	Academic degree/qualification level	Diploma/certificate series, No

Record of professional experience in the areas of consultancy on radiation protection matters			
Employment	Work experience, years, months	Position	Notes / additional information, if such

Documents accompanying the application:	
No	Document title and description
1.	
2.	
3.	

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(signature)

(full name of applicant)

### KNOWLEDGE AND SKILLS OF RADIATION PROTECTION EXPERT

Seq. No	The area of consultancy on the matters relating to compliance with the requirements of the legislation governing radiation protection concerning occupational and public exposure	Knowledge (competence)	Skills	Reference documents to attest and evidence knowledge (competence) and skills
1.	Assessment and testing of technical measures for radiation protection	Radiation protection expert shall: <ul style="list-style-type: none"> <li>• have knowledge of technical measures for radiation protection;</li> <li>• have knowledge of the assessment requirements and methods related to technical measures for radiation protection;</li> <li>• have knowledge of the testing procedures related to technical measures for radiation protection.</li> </ul>	Radiation protection expert shall: <ul style="list-style-type: none"> <li>• be able to identify proper technical measures for radiation protection;</li> <li>• be able to evaluate the status of technical measures for radiation protection;</li> <li>• be able to perform testing of technical measures for radiation protection.</li> </ul>	Reference documents: <ul style="list-style-type: none"> <li>• diplomas, certificates in radiation protection;</li> <li>• documents attesting knowledge (competence): certificates of the producers of technical measures for radiation protection;</li> <li>• employer's declaration of confirmation/attestation of knowledge, skills and/or competence of a person;</li> <li>• diplomas, certificates of training on performing maintenance, repair, inspection, checks, etc. of technical measures for radiation protection.</li> </ul>
2.	Assessment of the designs (including the plans for new installations) of premises in which activities are planned to be carried out from the radiation protection point of	Radiation protection expert shall: <ul style="list-style-type: none"> <li>• have knowledge necessary to evaluate the potential exposure doses on premises,</li> </ul>	Radiation protection expert shall: <ul style="list-style-type: none"> <li>• be able to assess the information provided by the manufacturers or suppliers of ionising radiation sources;</li> <li>• be able to identify</li> </ul>	Reference documents: <ul style="list-style-type: none"> <li>• diplomas and certificates related to assessment of engineering systems of premises;</li> <li>• certificates attesting the qualification to perform assessment</li> </ul>

	view	<p>where activities are planned;</p> <ul style="list-style-type: none"> <li>• have knowledge of the requirements for premises (including the plans for new installations), where activities with sources of ionising radiation are;</li> <li>• have knowledge necessary to assess the designs (including the plans for new installations) of premises from the radiation protection point of view.</li> </ul>	<p>the routes of possible exposure and calculate ionising radiation screening elements;</p> <ul style="list-style-type: none"> <li>• be able to assess the effectiveness and adequacy of engineering measures in premises;</li> <li>• be able to assess the plans for installations, where the activities are planned by providing the conclusions on the effectiveness and adequacy of the engineering measures as well as radiation protection and danger warning systems.</li> </ul>	<p>of plans for installations from the radiation protection point of view;</p> <ul style="list-style-type: none"> <li>• documents, declarations attesting the experience in assessment of public, occupational exposure.</li> </ul>
3.	Acceptance into service of new or modified sources from the radiation protection point of view	<p>Radiation protection expert shall:</p> <ul style="list-style-type: none"> <li>• have knowledge of the equipment with ionising radiation sources;</li> <li>• have knowledge of the requirements for sources of ionising radiation and related activities.</li> </ul>	<p>Radiation protection expert shall:</p> <ul style="list-style-type: none"> <li>• be able to assess the information provided by the manufacturers or suppliers of ionising radiation sources;</li> <li>• be able to implement the radiation protection requirements for sources of ionising radiation and related activities, identify appropriate measures to comply with radiation protection requirements;</li> <li>• be able to introduce good practices (framework, requirements, and recommendations for radiation protection of the International</li> </ul>	<p>Reference documents:</p> <ul style="list-style-type: none"> <li>• certificates, declarations on competence or training issued by the manufacturers of ionising radiation sources;</li> <li>• diplomas, certificates in radiation protection.</li> </ul>

			Atomic Energy Agency, implementation and technical guidelines thereof, or other recognised good practice for radiation protection) when implementing the measures for radiation protection.	
4.	Periodic checking of the effectiveness of application of technical measures and methods for radiation protection	<p>Radiation protection expert shall:</p> <ul style="list-style-type: none"> <li>• have knowledge of the ALARA principle and its application;</li> <li>• have knowledge of technical measures for the protection against ionising radiation;</li> <li>• have knowledge necessary to assess the effectiveness of technical measures for radiation protection.</li> </ul>	<p>Radiation protection expert shall:</p> <ul style="list-style-type: none"> <li>• be able to select and evaluate the decisions on technical measures of protection against ionising radiation;</li> <li>• be able to assess the effectiveness of technical measures and methods of protection against ionising radiation.</li> </ul>	<p>Reference documents:</p> <ul style="list-style-type: none"> <li>• diplomas, certificates in radiation protection;</li> <li>• employer's declaration of confirmation of knowledge, skills and/or competence of a person.</li> </ul>
5.	Periodic calibration of measuring equipment, its quality control, maintenance, and checking for proper operation and use	<p>Radiation protection expert shall:</p> <ul style="list-style-type: none"> <li>• have knowledge of equipment required for the performance of measurements (operation, use-specific features);</li> <li>• have knowledge of the requirements for equipment required for the performance of measurements;</li> </ul>	<p>Radiation protection expert shall:</p> <ul style="list-style-type: none"> <li>• be able to select equipment required for the performance of measurements;</li> <li>• be able to estimate the processes of operation, calibration, quality control and maintenance of equipment required for the performance of measurements.</li> </ul>	<p>Reference documents:</p> <ul style="list-style-type: none"> <li>• diplomas, certificates in radiation protection;</li> <li>• certificates, declarations of manufacturer or supplier of equipment required for the performance of measurements on confirmation of knowledge, skills and/or competence of a person;</li> <li>• employer's declaration of confirmation of the</li> </ul>

		<ul style="list-style-type: none"><li>• have knowledge necessary to perform maintenance of equipment required for the performance of measurements.</li></ul>		knowledge, skills and/or competence of a person.
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