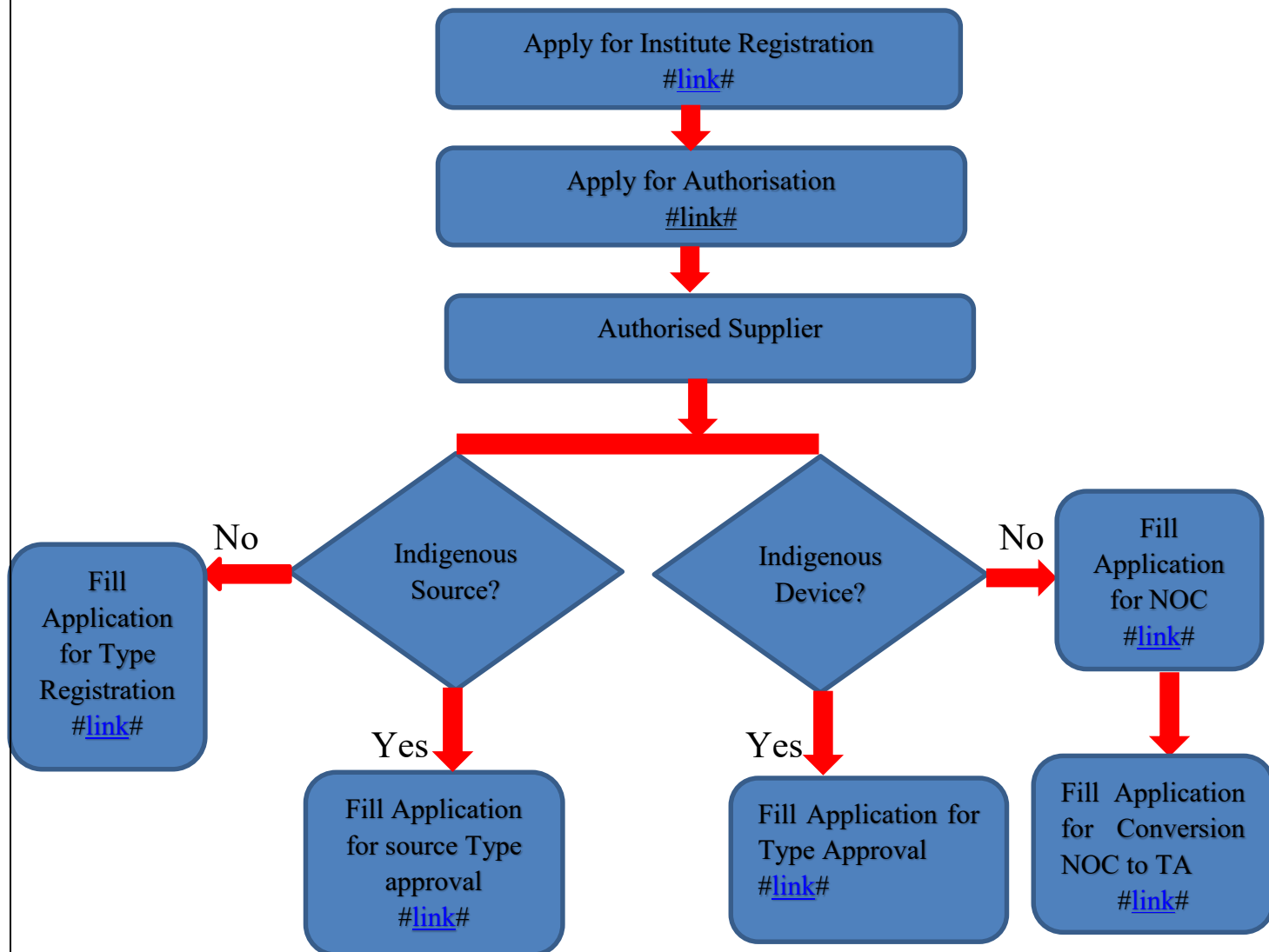




e-LORA Guidelines for Supplier of Nucleonic Gauge Devices/Sources

Radiation Applications Safety Division
AERB, Mumbai
May, 2024



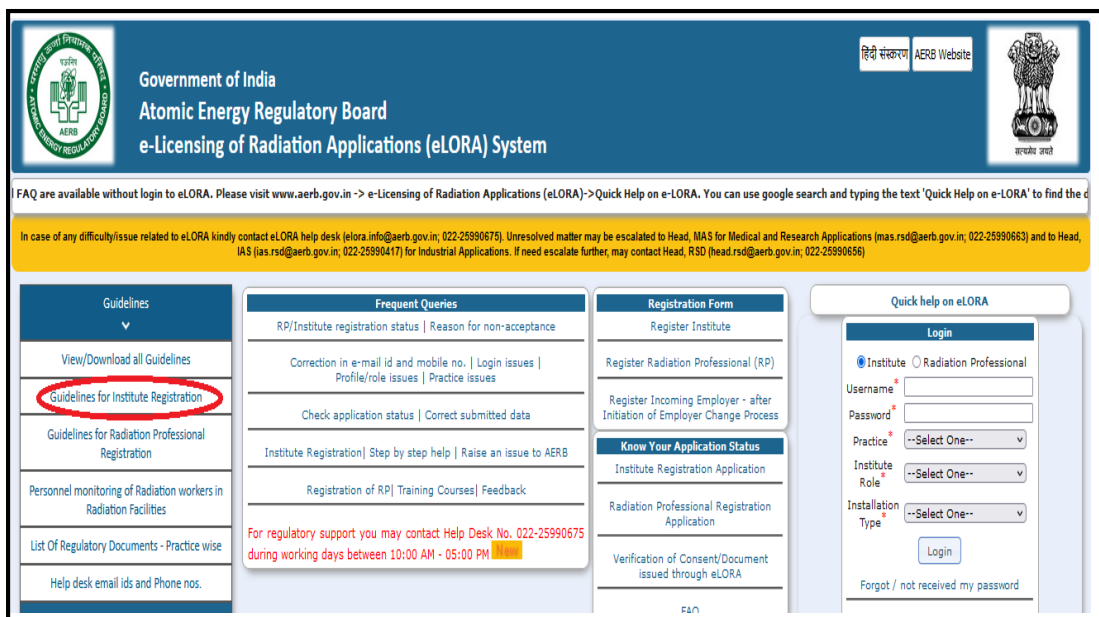
Regulatory Processes in e-LORA for Supplier of Nucleonic Gauge (NG) Source/Equipment

Steps	Purpose	Regulatory Form/Regulatory Processes	Page	Reference
Section A: Authorisation of Supplier for NG device				
Step 1	Registration of Institute in to eLORA System	Register Institute	3	Click here
Step 2	Declaration of Safety Infrastructure			
2a	Declare Trained man power	Nominate Employee	3-4	Click here
2b	Declaration of Radiation Monitoring and emergency handling tools details	Add Instrument	4-5	Click here
2c	Obtaining RSO approval	Nominate RSO	5-6	Click here
Step 3	Obtaining authorization for supplier of NG device	Authorisation as supplier	6-7	Click here
Section B: Applications for Type Registration/Type Approval (New/Renewal) NG Source				
Step 1	Obtaining Source Type Approval/Type Registration	Source Type Approval/Type Registration	7-8	Click here
Step 2	Obtaining renewal of Source Type Approval	Renewal of Source Type Approval	9-10	Click here
Section C: Applications for NOC/Type Approval (TA)/Renewal of TA of NG device				
Step 1	Obtaining Equipment Type Approval/Type Registration/NOC	Equipment Type Approval/NOC	10-11	Click here
Step 2	Obtaining TA conversion	Conversion of NOC to TA	11-12	Click here
Step 3	Obtaining renewal of Equipment Type Approval	Renewal of equipment Type Approval	12	Click here
Section C: Other Processes				
1	For Addition/Deletion of Source/Equipment	Addition/Deletion of Source/Equipment model	13	Click here
2	Non-compliance response	NC response screen	14	Click here
3	Supply report	Supply Status Report	15	Click here
6	Unusual incident reporting	a. Incident Information Report b. Incident Update Report c. Incident Investigation Report	16-17	Click here Click here Click here
7	Frequently Asked Question (FAQ)		18-23	Click here
**Note: Guideline on Regulatory Processes in e-LORA for Transport is available in “Help” menu of your e-LORA account				

Section A: Authorisation of Supplier for NG device

Step-1: Register Your Institute

Visit our website www.aerb.gov.in. Click on the button **e-LORA**, which is available on website home page. Then click on “[Go directly to e-LORA System](#)” and “[Click to proceed for e-LORA server](#)”. It will redirect you to the following screen of **e-LORA home page** and then click on application form “Register Institute” to proceed for registration in e-LORA.



Step 2. Declaration of Safety Infrastructure

Prior to apply for Authorization complete the requisites as follows

- Add Employee: Declaration of qualified and trained personnel (Radiation professional) in e-LORA
- RSO approval: Obtain RSO (Radiological Safety Officer) approval through e-LORA.
- Add Instrument: Declaration of monitoring tools as per regulatory requirement in e-LORA prior to apply for Authorisation.

2a. Nominate Employee

For supplier of NG equipment, at least one Radiation safety professional and RSO (Radiological Safety Officer) should be available. For adding employees to your institution, please follow the path as:

User management>>>Add Employee>>> Select required Type of Employee from drop down (Qualification required for radiation safety professional is provided in Table-1 below)

Once a Radiation safety professional gets registered as RP, his/her name will be included in eLORA in the list of RPs (which will be available for selection to the institution for Add Employee). For

adding employees to your institution, follow the path as:

Menu >>User management >>Add Employee >>Select required Type of Employee from drop down.

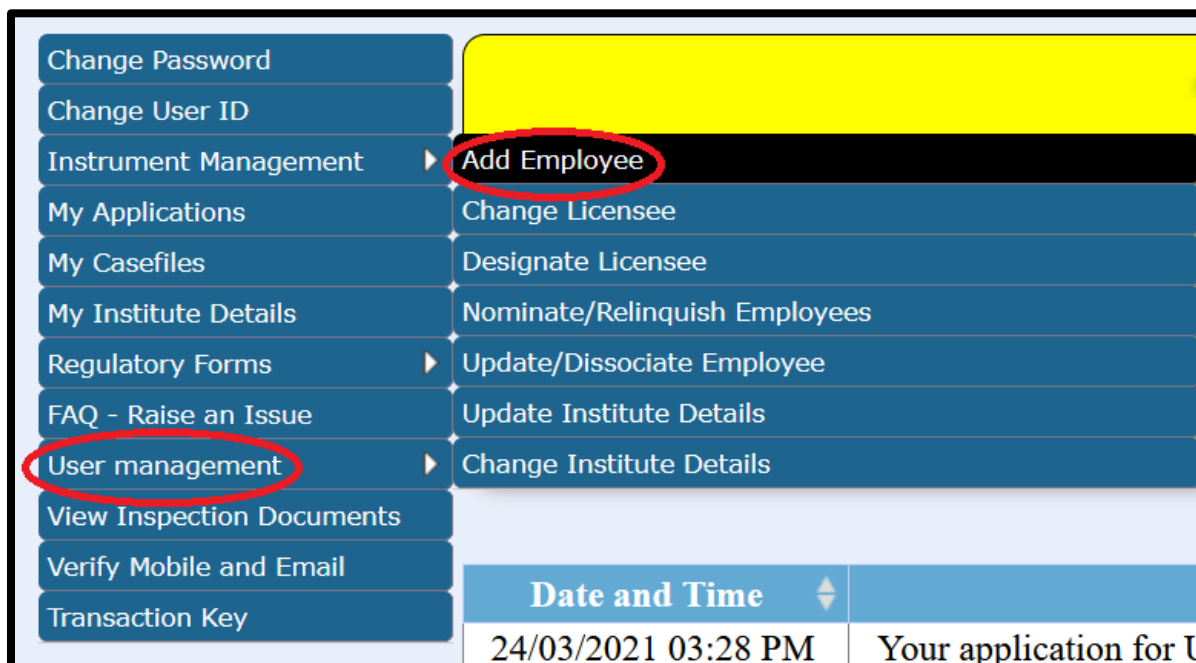


Table-1

Role	Basic Qualification	Professional Qualification
Radiation Safety Professional	<ul style="list-style-type: none"> Diploma/Degree in Engineering B.Sc. B.E. B. Tech 	<ul style="list-style-type: none"> ➤ Training Course on Radiation Safety Aspects of Nucleonic Gauges ➤ Training Course on Safety Aspects in the Erection & Maintenance of Nucleonic Gauges ➤ Training Course on Radiography Testing Level-1 (RT-1) ➤ Training Course on Radiography Testing Level-2 (RT-2) ➤ Training Course on Industrial Radiography and Safety Aspects (IRG-1) ➤ Certification by BARC as Site -In- Charge ➤ Post M.Sc. Diploma in Radiological Physics (Dip. R. P.)

2b. Add Instrument

Supplier must have certain types of safety tools and the same must be declared in eLORA. Hence please add the instrument in '*Safety Tool*' option.

Emergency handling tools like source storage container needs to be declared in e-LORA.

To declare instruments, follow the path as:

Menu>>>Instrument Management>>>Add Instrument

APPLICATION INSTRUMENT REGISTRATION

Instrument Details

Type Of Instrument* Monitoring Tools

Type Of Instrument Sub-type*

Instrument Type — Mozilla Firefox

Search:

Select	Instrument Sub Type
<input checked="" type="radio"/>	Survey meter
<input type="radio"/>	Contamination Monitor
<input type="radio"/>	Gamma zone monitor
<input type="radio"/>	Gun Monitor
<input type="radio"/>	Pocket dosimeter
<input type="radio"/>	Stack Monitor
<input type="radio"/>	Hand & Foot Monitor

Showing 1 to 7 of 7 entries

Add appropriate radiation survey instrument in the instrument management (suitable for the X-ray energy under reference and shall measure background radiation levels- resolution shall be at least 0.01 μ Sv/h). Please mention only those applicable monitoring instruments i.e, survey meter, which is having a valid calibration certificate from accredited laboratory.

2c. Obtain RSO Approval

For nominating your employee for RSO approval if you are in possession of radioactive sources, follow the path as:

Path-a: For a person required to be nominated as RSO, you need to add him/her in the type **Radiation Professional (RP)**. The detailed guideline for RSO approval is available in help menu. For submitting the application, an OTP based transaction key needs to be provided by the applicant. The [Procedure for Transaction Key Generation for RSO application submission.pdf](#) is available in help menu of your e-LORA account. You can access the RSO application by following path

Regulatory Forms>> Common Forms>>Nominate RSO

Change Password

Instrument Management

My Applications

My Casefiles

My Drafts

My Institute Details

Regulatory Forms

User management

View Inspection Documents

Common Forms

Medical Diagnostic Radiology

Nominate RSO

Date and Time	
26/02/2014 10:49 AM	Your application for registration of x-ray insert [Ref: No 14-3156, Date:26/02/2014] has b
26/02/2014 10:47 AM	You have successfully submitted Application for registration of an x-ray insert with applic
	associated from your Institute.
25/02/2014 01:26 PM	ABC DE successfully dissociated from your Institute.
25/02/2014 01:21 PM	Your application ref no. 14-3137 is Approved. Approval No 14-RSO-2718
25/02/2014 01:21 PM	You have successfully submitted RSO Nomination with Application No. 14-3137 for HAM
25/02/2014 01:21 PM	Signed PDF has been uploaded successfully.
25/02/2014 01:21 PM	You have successfully frozen RSO Nomination with application no. 14-3137

Radiation Professional Details

All fields marked by * are mandatory.

Select Radiation Professional

Radiation Professional*

Date of Birth*

Registration ID*

Role of RP*

RSO Status*

e-Mail Id Official*

Education Details

Experience Details

Transaction Key Details*

Enter Transaction Key*

For submission of RSO nomination application form, fill the generated the transaction key and then nominate. Your RSO nomination form will be reviewed by AERB and after acceptance; you will get its notification in your e-LORA account. Further detailed guideline is available in <https://www.aerb.gov.in/images/PDF/RSO-eLORA-guidelines.pdf>.

Note:

For Suppliers, radiation workers (such as service engineers who are working close to the source) are to be provided with personnel monitoring badges and their radiation dose records should be maintained as specified in AE(RP)R, 2004.

Step 3: Application for Authorisation as supplier

Following is the path for Supplier Authorization.

Regulatory Forms>Nucleonic gauge>Authorisation of Supplier

electronic Safety Performance Index

My Inbox

Adhoc Application

Authorisation as supplier

Source Type Approval/Type Registration

Equipment Type Approval/Type Registration/NOC

Addition/Deletion of Source/Equipment model

Conversion of NOC to TA

Bulk Procurement

Intimation of Bulk Procurement

Supply Status Report

Renewal of Equipment Type Approval

Renewal of Source Type Approval

Regulatory Forms

Common Forms

Incident Reporting

Nucleonic Gauge

Transport

Search:

SUPPLIER APPLICATION FOR AUTHORISATION FOR FACILITIES AS SUPPLIER

Details of the Equipment Attachment Details

Application for *

Have you obtained consent from the Original Equipment/Source manufacturer *

Whether trained personnel on radiation safety aspects (as applicable) are available *

Whether applied for Personnel Monitoring Services, if applicable?

Whether trained personnel are available for servicing and preventive maintenance of the equipment/source *

Availability of relevant procedure for performing QA/QC/radiation protection *

Whether Source Manufacturer has agreed to receive the decayed source for disposal *

Availability of accessories/appropriate radiation monitor/tools for handling radiation sources *

First Submission

-Please Select-

First Submission

☐ Yes ☐ No ☐ NA

☐ Yes ☐ No ☐ NA

☐ Yes ☐ No ☐ NA

☐ Yes ☐ No ☐ NA

Select the applicable fields such as “First Submission”, and attached the necessary documents such as

- letter from the manufacturer/designer authorizing the local supplier/vendor for marketing the equipment/source,
- copy of agreement with source manufacturer/principal supplier to receive the decayed /disused/unused source for disposal

SUPPLIER APPLICATION FOR AUTHORISATION FOR FACILITIES AS SUPPLIER

Details of the Equipment Attachment Details

All fields marked by * are mandatory

We recommend you to complete the Form first and then proceed for the upload for your attachments. The maximum file size allowed for each file upload is 2 MB and allowed file types are: doc, docx, xls,xlsx, odt, jpeg, jpg, png, zip, pdf. Alternatively, you might zip it and upload it. Software for compressing files can be downloaded for free from <http://www.7-zip.org/download.html>

All fields marked by * are mandatory

Details of person(s) who are trained in handling the radiation source/equipment(qualification, training program completion certificate and any other relevant experience) No file selected.

Letter from the manufacturer/designer authorising the local supplier/ vendor for marketing the equipment/Source No file selected.

Copy of the agreement with Source Manufacturer/Principal Supplier to receive the decayed/disused/unused source for disposal No file selected.

Other Attachment, if any Attachment No file selected.

☐ I hereby certify that the particulars provided in this application are true and correct to the best of my knowledge and belief. I understand that if at any stage it is found that the information provided by me is false or not authentic, appropriate regulatory action may be initiated against me and my institution.

After completing the filling of the form, you wish to submit application form.

Section B: Applications for Type Registration/Type Approval

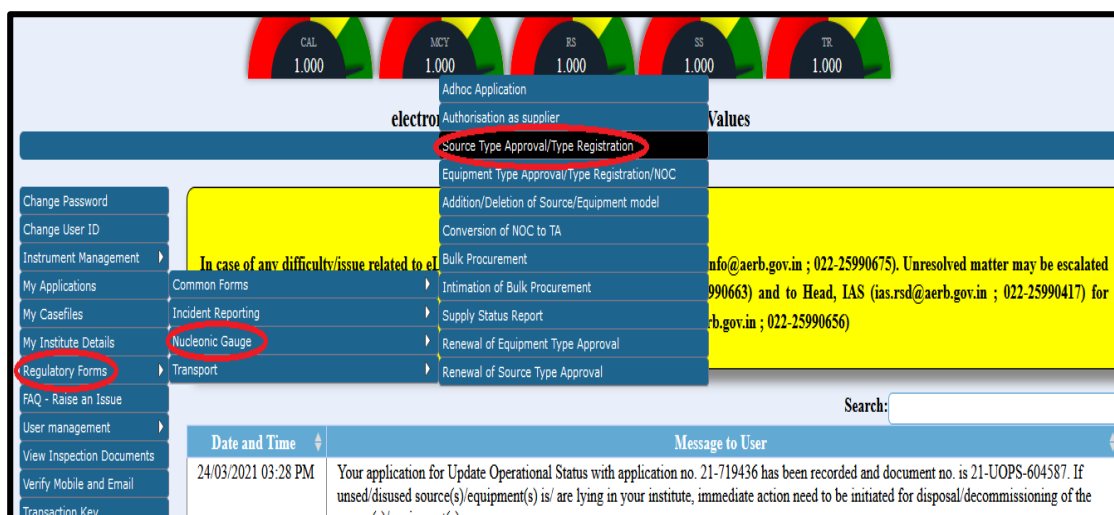
(New/Renewal) NG Source

Note:

- 1. Indian Manufacture should obtain source type approval*
- 2. For imported sources, the Indian supplier should obtain source Type Registration*

Step 1: Source Type Approval/Type Registration:

After supplier authorization, you are required to register the radiation sources through Type Registration process. Following is the path:



Regulatory Forms>Nucleonic gauge>Source Type Approval/Type Registration

After clicking on the form, following screen will appear. Choose nature of application as “Type registration” and filled the applicable details and submit.

The screenshot shows the 'Source Type Approval/Type Registration' form. The 'Nature of application' dropdown is set to 'Please select'. The 'Source Type' dropdown is also set to 'Please select'. The 'Radioisotope' field is empty. The 'Source Specification' dropdown is set to 'Please select'. The 'Whether the source will be used as check source/calibration source' field has radio buttons for 'Yes' and 'No'. The 'Source Classification Number' field is empty. The 'Maximum design activity' field is empty. The 'Unit of Activity' dropdown is set to 'Please select'. The 'Make' dropdown is set to 'Please select'. The 'Model' field is empty. The 'Name of original Source Manufacturer' field is empty. The 'Address of original Source Manufacturer' field is empty. The 'Country of original Source Manufacturer' dropdown is set to 'Please select'. The 'Name of original Source Supplier' field is empty. The 'Address of original Source Supplier' field is empty. At the bottom, there are 'Submit', 'Close', and 'Reset' buttons.

Note:

Type Approval (design approval) is applicable for the indigenous sources(s) i.e. manufactured in India.

SUPPLIER APPLICATION FOR SOURCE TYPE APPROVAL/TYPE REGISTRATION	
General Details	
Nature of application *	Type registration
Source Type *	Sealed
Radioisotope *	Please select
Source Specification *	Sealed
Whether the source will be used as check source/calibration source *	Unsealed
Source Classification Number *	
Maximum design activity *	
Unit of Activity *	Please select
Make *	
Model *	
Name of original Source Manufacturer *	
Address of original Source Manufacturer *	

It is required to submit the appropriate source type as “Sealed” in the application form.

During complete submission of this form, please attach following documents:

- Documents on Source Classification Number
- Sealed Source Compliance Standard (ANSI/ISO etc.) certificate
- Specify the Standards (national / international) to which the source complies
- Performance verification test certificate/test report certified by accredited laboratory / approved agency
- Documents mentioning details of the source such as Maximum design activity, External Dimension, Active Dimension of Source, Encapsulation Material, Encapsulation Melting Point, Dose Rate(at a reference distance), Physical Form of source, Chemical form of source, Maximum Stray radiation level at 5 cm, leak test certificate/report, Accident Condition (Fire Temperature, Duration),
- Approval Certificate of the NG source from the competent authority of country of origin, if any

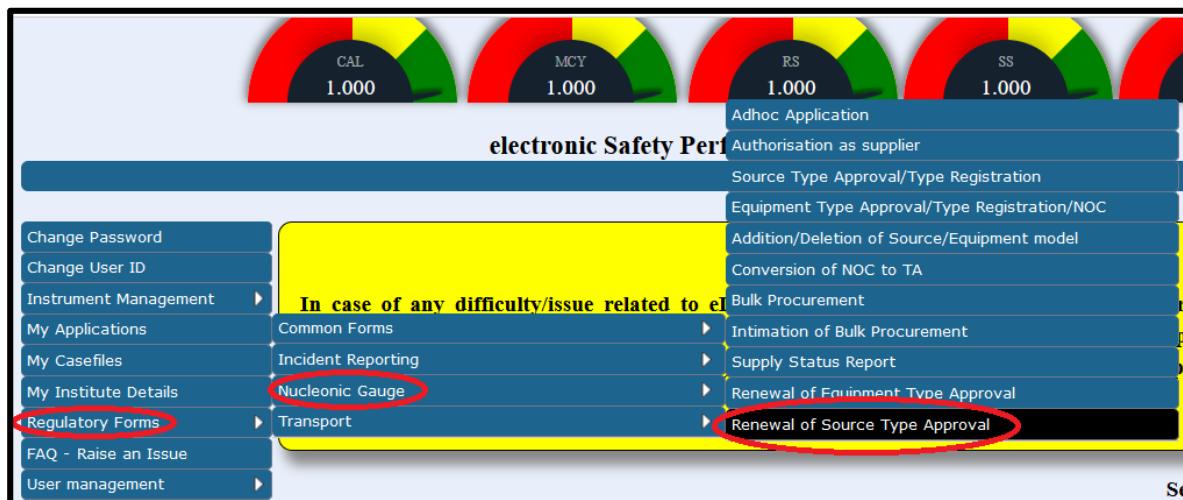
Step 2: Renewal of Source Type Approval**Note:**

Renewal of Source Type Approval (design approval) is applicable for the indigeneous sources(s) i.e. manufactured in India.

Fill and submit this form to obtain renewal of type approval of equipment. Application of the renewal should be submitted well in advance prior to the date of expiry. Within 30 days of expiry of

your approval, you can fill the form

Regulatory Forms >> Nucleonic Gauge >> Renewal of Source Type Approval



Section C: Applications for NOC/Type Approval (TA)/Renewal of TA of NG device

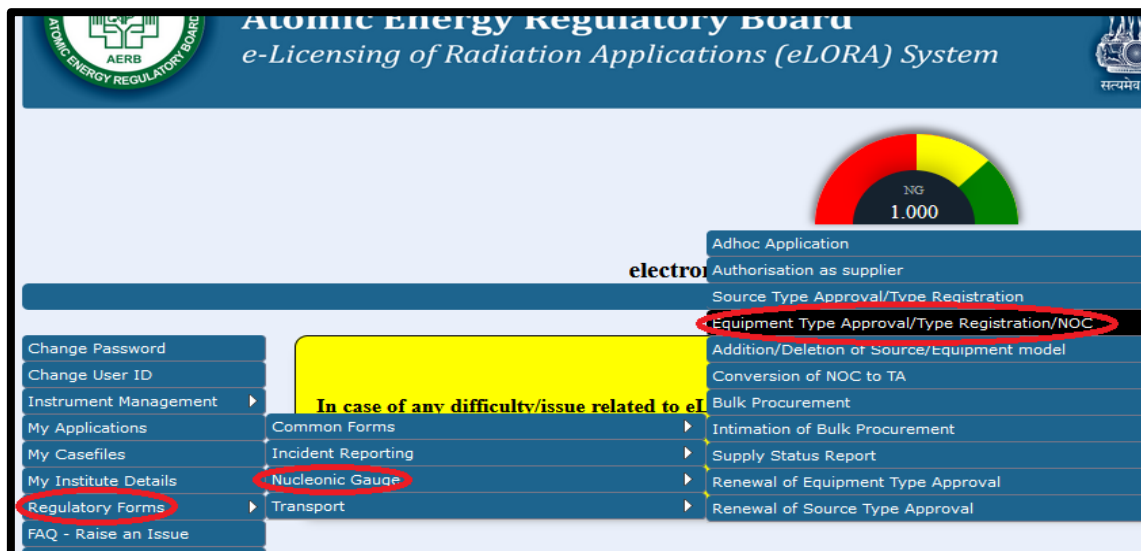
Note:

Prior to applying for NOC/ Type approval of the new NG device with source, supplier should ensure that get the Type Approval/Type Registration for Source is approved in e-LORA (to enable the source to be tagged to the new NG device).

Step 1: Equipment Type Approval/ NOC:

To facilitate the end user to select the NG model in import/procurement application, all the manufacturers/suppliers are required to obtain the type approval of the NG device through following path:

Regulatory Forms>Nucleonic gauge> Equipment Type Approval/Type Registration/NOC



Step-A: NOC (No Objection Certificate, applicable only for imported NG device): Obtain NOC after clicking the form, the below screen will appear, where you need to select the nature of application “NOC” appropriately. This form is applicable for the equipments not manufactured in India.

Certificates based on ISO, ANSI, other national standards for country of origin should be provided in support of application to obtain ‘NOC’ or Type Approval of NG Equipment (Associated Equipment/Radiation Generating Equipment). Further submit technical reference table for evaluation of NOC/ Type Approval Application of Nucleonic Gauge (NG) equipment as per the [Annexure-1](#).

After obtaining the NOC, Type Approval for the equipment model (as approved in NOC) need to be applied using the form "Conversion from NOC to TA"

Step-B: Conversion of NOC to TA:

Indian Supplier is required to apply for conversion of NOC to TA after obtaining NOC. Follow the path:

Regulatory Forms >> Nucleonic Gauge >> Conversion of NOC to TA

Select the NOC reference number from dropdown.

During complete submission of this form, please attach following documents:

- Type approval test report in the AERB format (Available in Help).
- Installation report
- Customer Acceptance Report
- Comparison sheet in AERB format, if similar model is already.

1) Latest MoU with the OEM regarding receipt of disused sources 2) Availability of transport container in case of emergency 3) List of institutions wherein devices have been supplied 4) Report on unusual incident, of any, with the device 5) Letter from OEM with regards to change in design, if any, in the approved model.

Type Approval: This form is applicable for the equipment's manufactured in India. NOC form is not applicable for the equipment's manufactured in India.

After selecting the nature of application, appropriately select the type of equipment IRGD or IRGD with X-ray based on your NG device.

SUPPLIER APPLICATION FOR EQUIPMENT TYPE APPROVAL/TYPE REGISTRATION/NOC	
General Details	Attachment Details
Nature of application *	NOC
Equipment Type *	Please Select
Make *	Please Select
Model *	IRGD IRGD with X-ray
Name of original equipment manufacturer *	
Address of original equipment manufacturer *	
Country of original equipment manufacturer *	Please Select
Name of original equipment supplier *	
Address of original equipment supplier *	

If selected as **IRGD** then during complete submission of this form, please attach following documents:

- Design drawing of the Gauge (source housing/ holder)
- Performance Test Results as per AERB Standard AERB/SS-2 or equivalent International Standard (certificate on compliance with National / International Standards, issued by Competent Authority from country of origin should be submitted)
- Certification of Type of Package (Type-A registration Cert. / Type B approval cert., as Applicable)
- Source Removal / retrieval Procedure
- Product technical catalogue
- Quality Assurance (QA) Manual of the IRGD
- List of countries where such IRGDs have been supplied by the manufacturer
- Manual for installation / servicing / maintenance / disposal / emergency
- OEM (Original Equipment Manufacturer) authorization certificate issued to Supplier of the IRGD model (if supplier is other than OEM)
- OEM (Original Equipment Manufacturer) undertaking issued to the supplier for take-back of the disused sources for disposal.

If selected as **IRGD with X-ray** then during complete submission of this form, please attach following documents:

- Certificate of conformity for the device including X-ray tube, generator and monoblock
 - English version of CE / FDA Certificate or equivalent, preferably issued by notified/certified body.
- Design certification from Competent Authority of country of origin with respect to radiological safety, as applicable.

- Technical details of X-ray tube and generator system[maximum operating potential (kV), maximum operating current (mA), generator capacity (watt), focal spot size, type of cooling system, type of High Voltage generator etc.
- Technical catalogue and operation manual of X-ray tube/equipment as a whole
- Test report for measurement of radiation leakage at 5 cm from the outer accessible surface of the cabinet at maximum kV and corresponding maximum mA.
- Following details are required to be furnished regarding system i. Beam status (ON/OFF) on control console ii. Key control operation and password protection operation. iii. Emergency stop switch iv Door and other

Step-C: Renewal of equipment Type Approval

Fill and submit this form to obtain renewal of type approval of equipment. Within 30 days of expiry of your approval, you can fill the form

Regulatory Forms >> Nucleonic Gauge >> Renewal of Equipment Type Approval

The screenshot shows the 'electronic' portal interface. On the left, a vertical menu lists various options: Change Password, Change User ID, Instrument Management, My Applications, My Casefiles, My Institute Details, **Regulatory Forms** (highlighted with a red circle), FAQ - Raise an Issue, User management, View Inspection Documents, Verify Mobile and Email, and Transaction Key. In the center, a yellow box contains the text 'In case of any difficulty/issue related to eI'. To the right of this box, a list of options is displayed: Adhoc Application, Authorisation as supplier, Source Type Approval/Type Registration, Equipment Type Approval/Type Registration/NOC, Addition/Deletion of Source/Equipment model, Conversion of NOC to TA, Bulk Procurement, Intimation of Bulk Procurement, Supply Status Report, **Renewal of Equipment Type Approval** (highlighted with a red circle), and Renewal of Source Type Approval. At the bottom, there is a 'Date and Time' field and a message 'No data available in table'.

The screenshot shows the 'SUPPLIER APPLICATION FOR RENEWAL OF EQUIPMENT TA' form. The 'General Details' tab is active, and the 'Attachment Details' tab is also visible. The form contains the following fields: Application for (Renewal of Equipment Type Approval), Reference No. of Previous Approval (with a red asterisk), Approval Valid Till, Make, Model, Original Equipment Manufacturer, Original Equipment Manufacturer Country, and Whether any change has been made to the said model after issuance of Type Approval certificate (with radio buttons for Yes and No). At the bottom, there are buttons for Submit, Reset, and Close.

During complete submission of this form, please attach following documents:

- Certification from manufacturer about non-alteration of design of the IRGD model
- Submit supply details of IRGD (e.g. Equipment model, user address details, contact details,

source name, installation date etc.)

- Certification regarding reported accident / incidents, if any, while using the IRGD
- User's feedback about performance of the IRGD

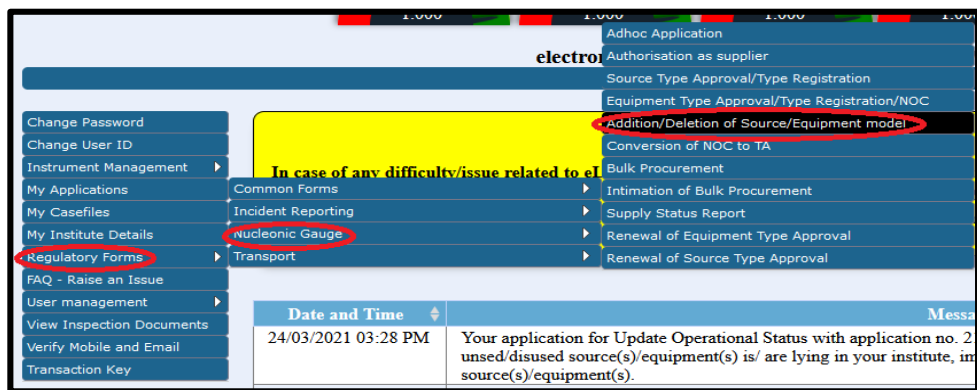
Section C: Other Processes

1. Addition/Deletion of Source/Equipment model

Kindly note that each source model need to be register by only one supplier. If one supplier has registered the particular source model, then the other supplier importing the same model need not register it again, but he has to simply add the source in their account through **Addition/deletion of Source/Equipment model**.

The application form for Addition/deletion of Source/Equipment model is available in

Menu: Regulatory Forms >> Nucleonic Gauge >> Addition/Deletion of Source/Equipment model



The screenshot shows the 'SUPPLIER APPLICATION FOR ADDITION/DELETION OF SOURCE/EQUIPMENT MODEL' form. It has two tabs: 'General Details' and 'Attachments'. Under 'General Details', there is a dropdown for 'Application for' with options: 'Please select', 'Please select', 'Addition of Equipment', 'Addition of source', 'Deletion of equipment', and 'Deletion of source'. Below this is a 'Source model' dropdown. A table lists existing source models:

Select	Source Make	Model	Radiosotope	Maximum design activity of source	Original source manufacturer
<input type="radio"/>	QSA Global Inc.	X9092/1	Cs-137	185000.00000000000000000000000000	QSA Global Inc.,USA
<input type="radio"/>	QSA Global	X38/2 (X7 inner)	Cs-137	11100.0000000000000000000000000000	QSA Global Inc.,USA
<input type="radio"/>	QSA Global	X38/4	Cs-137	370000.0000000000000000000000000000	QSA Global Inc.,USA
<input type="radio"/>	QSA Global	X8	Cs-137	11100.0000000000000000000000000000	QSA Global Inc.,USA

Buttons at the bottom: Submit, Close, Reset.

No separate Approval letter is issued, but the name of the new supplier will be shown to the end user during procurement application

2. NC response screen

For response to the non-compliances raised through regulatory inspection, follow the path:

Regulatory Forms>> Common Forms>>Non-Compliance Response.

You need to attach the documentary evidences against the compliance status.

Government of India
Atomic Energy Regulatory Board
e-Licensing of Radiation

Nominate RSO
Non-utilization of Approval
Employer Change Initiation
Non-Compliance Response
Procurement-supply status
Safety Status Report
Feedback on Grant of Consent
Feedback on Regulatory Inspection
Enforcement Response Screen
Exposure Investigation Report
Update Operational Status
Security Plan

Change Password
Change User ID
Instrument Management
My Applications
My Casefiles
My Institute Details
Regulatory Forms
Type Approved

Common Forms
Incident Reporting
Medical Diagnostic Radiology
Transport

In case of any difficulty/issue related to the portal, please contact the Helpdesk at (elora.info@aerb.gov.in ; 022-25990675). Under the heading 'My Non-Compliances', the 'Common Forms' option is highlighted in red.

3: Supply Status Report

Carry out an audit once in **six months** of radioactive sources and of their locations, and submit to the Competent Authority in the safety status report. Use this form to submit safety status of your Institute. Follow following path to access this form:

Regulatory Forms >> Common Forms >> Safety Status Report

CAL 1.000 MCY 1.000 RS 1.000 SS TR

electronic Safety Performance Indicator
My Inbox

Nominate RSO
Non-utilization of Approval
Employer Change Initiation
Non-Compliance Response
Safety Status Report
Feedback on Grant of Consent
Feedback on Regulatory Inspection
Enforcement Response Screen
Exposure Investigation Report
Update Operational Status
Security Plan

Change Password
Change User ID
Instrument Management
My Applications
My Casefiles
My Institute Details
My Non-Compliances
Regulatory Forms
FAQ - Raise an Issue
User management
View Inspection Documents

Common Forms
Incident Reporting
Nucleonic Gauge
Transport

In case of any difficulty/issue related to the portal, please contact the Helpdesk at (elora.info@aerb.gov.in ; 022-25990675). Under the heading 'My Non-Compliances', the 'Common Forms' option is highlighted in red.

Search:

Date and Time Message to User

Proceed to fill the form if the details is up to date. If details are correct move to next Tab else update the Worker Details.

Note:

The new template of Supply Status Report is already shared with all the suppliers. The same is also available in eLORA HELP Menu.

6. Unusual incident reporting

The Competent Authority should be notified immediately of an unusual occurrence involving the IRGD/source such as:

- Loss of a Gauge or failure to account for it
- functional impairment of a shutter or source control mechanism;
- occurrence of any extreme natural event, (e.g. fire, flood, earthquake or similar event);
- a gauge being damaged/ suspected of being damaged; and
- the results of radiation monitoring being in excess of the prescribed limits.

Specific emergency handling procedure should be established and the same should be implemented while handling any kind of unusual incident involving radiation source.

6a. Incident Information Report:

Any unusual incident reported with NG source or NG equipment in your facility, you need to intimate to AERB within 24 hrs through the form Incident Intimation Report.

Follow following path to access this form:

Regulatory Forms >> Incident Reporting >> Incident Intimation Report

Change Password
Change User ID
Instrument Management
My Applications
My Casefiles
My Institute Details
Regulatory Forms
FAQ - Raise an Issue
User management

In case of any difficulty/issue related to eLORA kindly contact eLORA Help Desk (elora.helpdesk@nrc.gov)

Common Forms
Incident Reporting
Nucleonic Gauge
Transport

Incident Intimation Report
Incident Update Report
Incident Investigation Report

REPORT UNUSUAL INCIDENT
INCIDENT INFORMATION REPORT

Incident Details
Attachments

Incident Details

Date of Incident*
Type of Incident*
Sub-type of Incident
Whether Source lost in Incident*
Person In-charge of Incident*
Contact Number*
Is Incident site same as institute address*
Does this Incident involves Equipment or Source or Both?*
Brief description of Incident*
Possible reason of the Incident*
Action taken till now*

--Please Select--
--Please Select--
--Please Select--
--Please Select--
--Please Select--

6b. Incident Update Report

You need to submit the incident update report for the particular incident related to the NG source.

Change Password
Change User ID
Instrument Management
My Applications
My Casefiles
My Institute Details
Regulatory Forms
FAQ - Raise an Issue
User management

electronic Safety Performance Indicator (eSPI) Values
My Inbox

In case of any difficulty/issue related to eLORA kindly contact eLORA Help Desk (elora.helpdesk@nrc.gov)

Common Forms
Incident Reporting
Nucleonic Gauge
Transport

Incident Intimation Report
Incident Update Report
Incident Investigation Report

REPORT UNUSUAL INCIDENT
INCIDENT UPDATE REPORT

Incident Details
Attachment

Incident Details

Incident Identification No.*
Date of Incident
Type of Incident
Description of Current Status of the Incident*

...

6c. Incident Investigation Report

Following any unusual occurrence involving the IRGD/source: the gauge, if any functional impairment has occurred, is not used until the function of the shutter or source control mechanism is thoroughly tested and restored to normal condition.

The screenshot displays the eLORA web application interface. The top header reads "electronic Safety Performance Indicator (eSPI) Values" and "My Inbox". On the left, a navigation menu includes options like "Change Password", "Change User ID", "Instrument Management", "My Applications", "My Casefiles", "My Institute Details", "Regulatory Forms" (circled in red), "FAQ - Raise an Issue", and "User management". The main content area has a yellow background with a red pushpin icon and the text: "In case of any difficulty/issue related to eLORA kindly contact eLORA H". Below this, a list of links is shown: "Common Forms", "Incident Reporting" (circled in red), "Nucleonic Gauge", "Transport", "Incident Intimation Report", "Incident Update Report", and "Incident Investigation Report" (circled in red). The browser address bar shows "https://elora.aerb.gov.in/ELORA/incInvestiReportLoadAction.htm".

The second screenshot shows the "Incident Details" form. It has two tabs: "Incident Details" and "Attachments". The form fields include: "Incident Identification No." (with a red asterisk and a dropdown menu circled in red), "Date of Incident", "Type of Incident", "If Incident is Source Lost, then whether Source Retrieved?" (with a dropdown menu), "Possible Reason of the incident" (with a text area), "Action taken till now" (with a text area), "Whether Investigation carried out by RSO?" (with a dropdown menu), and "Detailed Report" (with a dropdown menu). At the bottom, there are three buttons: "Submit" (circled in red), "Close", and "Reset".

Annexure-1

Technical reference table for evaluation of NOC/ Type Approval Application of Nucleonic Gauge (NG) equipment [Application may be liable for rejection if this sheet is not attached]

Type of Installation:	Fixed installation <input type="checkbox"/> Portable gauge <input type="checkbox"/> Any other, specify _____		
Type of Gauge	Gamma gauge <input type="checkbox"/> Beta gauge <input type="checkbox"/> Neutron gauge <input type="checkbox"/> X-ray tube gauge <input type="checkbox"/> (tick applicable one).		
Purpose/use:			
Model Name	Name of manufacturer & Country		

Sr. No.	Parameter(s)	Specification*	Attach document and specify the page no. for reference with relevant portion highlighted
1.	Name of the radio-isotope contained in NG equipment		
2.	Shielding materials for housing of NG equipment		
3.	Number of radioactive source(s) in the NG equipment		
4.	Maximum design capacity (activity) for the equipment		
5.	Specify the Standards to which the equipment complies		
6.	Classification designation of the NG model as per the respective standard to which it complies		
7.	Performance verification test certificate/test report certified by accredited laboratory		
8.	External Radiation Level: (µSv/h) Maximum Stray radiation level at 5 cm Maximum Stray radiation level at 100 cm		
	Normal Use Condition: High temperature Low temperature		
	Accident Condition: Fire Temperature Duration		
9.	Environmental condition of use and storage for which the NG equipment is designed to operate (e.g. temperature, vibration, humidity, corrosion etc.)		
10	Type of package for NG and its certificate		
11	Certificate from the competent authority of country of origin (for intended purpose)		
12	In case of X-ray based equipment specify following:		
	Maximum tube potential (kV):		
	Maximum tube current (mA):		
	Radiation output at 10 cm :(specify kV and mA)		
	Stray radiation level (ON)		
	Max. temperature the device is designed to operate		
13	Any Special features available in the unit/any other details		

Note: Kindly furnish the above information/technical data with the application for Equipment NOC/ Type Approval. Wherever it is not applicable 'NA' may please be mentioned. ***Mention specification instead of mentioning refer the attached document(s) or manual(s).**

Date:
Place:

Signature of the Licensee:
Name: Designation:

7. Frequently Asked Question (FAQ)

Question	Answer
1. I am unable to register nucleonic gauge in e-LORA. How do I do it?	If you already have nucleonic gauge in your institution and you want to register them in e-LORA then you are required to send the details of the nucleonic gauges to us for migration to e-LORA in the standard template available in the Help Menu. The migration of the same will be done from AERB's end. You may also consult with your NG supplier for the guidance. Standard template for NG data migration is available in the 'Help Menu' of institute e-LORA account.
2. We want to move the radioactive source. When we apply for the permission of movement of sources in regulatory forms link of e-LORA, it shows the message? you do not have a valid license to operate	If you have not applied for Licence for operation of the facility, you are not authorized to use the source. You are required to obtain Licence for operation of the facility first. Then the system will allow you to submit the application. The regulatory process for obtaining 'Licence for operation' may be referred from the e-LORA user guidelines available in the Help menu.
3. We want to buy a nucleonic gauge. When we apply for procurement of the source in regulatory forms link of e-LORA, it shows the message? You do not have a valid license to operate the source".	If you have not applied for Licence for operation of the facility, you are not allowed to buy another source. You are required to obtain Licence for operation of the facility first. Then the system will allow you to submit the application. The regulatory process for obtaining 'Licence for operation' may be referred from the e-LORA user guidelines available in the Help menu.
4. We have procured the nucleonic gauge for our company at one site/location/district and now we want to transfer this gauge permanently to our company's another unit at different site/location/district	Please note that if your company has different units at different site/location/district, these units have to be registered as separate institutes. For permanent transfer of the nucleonic gauge from one unit to another you cannot apply for movement permission of it though the units are under the same company. In this case the unit which is currently possessing the nucleonic gauge has to apply for 'Consent for Release' of the NG. Once accepted/approved the particular NG will be available for selection by the other

	institution. Now the unit where the NG is to be transferred have to apply for procurement of the NG by selecting the resale option for the type of procurement.
5. We have approved radiation safety officer for our company and the tenure of RSO approval is expired now. How to apply for the renewal of approval of radiation safety officer, although we have tried	It appears that you have not obtained the RSO approval through e-LORA. You are required obtain the RSO approval through e-LORA. For this you need to register yourself as radiation professional in e-LORA and add yourself/RP in your institution employee list. Please see General Guidelines to use e-LORA System available in the Help Menu.
6. How can I get RSO certification after passing the safety training course in Nucleonic Gauge?	First you have to obtain Radiation Professional (RP) No. in e-LORA after passing the NG training course, which you have to obtain one time. The RP no. you have to share with your present employer for nominating you as RSO by the employer
7. How do I submit safety status report (SSR)	Follow the below path in eLORA: Regulatory forms>>Common forms>> Safety status report. A pop-up message will come, you may directly click on the link 'Click HERE' to download the format for SSR by selecting Radiation Facility profile
8. We have procured the nucleonic gauge and installed it. While submitting the installation report the procurement approval no. is not available (the message "No data is available" appears). Please guide	You are required to submit Source Receipt Intimation for Procurement Approval and then data will be available for Installation report
9. What is the frequency for submission of periodic safety status report through e-LORA	Once in 6 months and submission is only through e-LORA

10. We want to dispose our unused/disused radioactive source. But when we apply for decommissioning of radiation equipment we are not finding any Equipment and source linked to the same. Please guide	You are required to select for Transport of Registered Source for obtaining permission for export/transport/disposal of disused radioactive source. If the supplier is from abroad, you have to select export and if the original supplier is from India (for indigenous NG) Transport of radioactive source option is to be selected. After the export permission is obtained and export being done you need to go for Intimation of Export/Transport/Disposal, submit this form for intimating export/transport/disposal of radioactive source. Later on decommissioning of the equipment to be done as per the e-LORA process
11. We want to dispose our unused radioactive sources, but these radioactive sources are not registered/available in e-LORA. How do we proceed	For disposal of the disused sources which are not registered/not being migrated in e-LORA, you are required to select the option for Transport of unregistered source (available in Regulatory Forms ---Transport).
12. Our employer is retiring/transferred to another unit, we want to change the present employer with a new employer in e-LORA. Please guide how to change the employer	For employer change you need to submit the change of employer application, the outgoing employer (employer already registered with e-LORA) has to initiate generation of request-id for employer change by following the path: Regulatory Forms >>Common Forms >>Employer Change Initiation. Please see General Guidelines to use e-LORA System for step-by-step process for changing Employer detail
13. How to change email address of Institute Employer	After login, follow the menu 'User Management >> Update Institute Detail' select tab 'Employer Detail' and change 'Email (O)' as required and click on 'Update' button. You will receive all future correspondences on this updated email address
14. Our institute name has been changed due to merger of the companies, we want to update the present name in e-LORA. Kindly guide	Any change in the institution details (viz. change in institute name, address etc.) cannot be done from the user's end, such provision is not given to the users. If any such changes need to be updated in e-LORA you are required to send the proof/legal document for the change in name of the institute or address whichever applicable to AERB along with the covering letter for necessary action.

