Transport Modules for DAE Facilities

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General Guidelines

To facilitate online submission of applications for obtaining regulatory consents from Radiological Safety Division-AERB by DAE facilities, AERB has launched **Transport-DAE module** in its e-governance application e-LORA (e-**L**icensing **o**f **R**adiation **A**pplications) System.

Important Steps to be carried out in eLORA

1. Institute Registration

2. Licensee Designation

3. Submission of application forms for obtaining regulatory consents from AERB
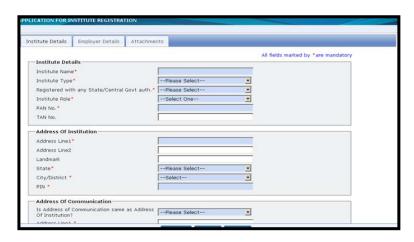
The descriptions and sequence of submission of application forms for regulatory consents are mentioned in detail in subsequent sections.

1. Institute Registration

Visit website www.aerb.gov.in. Click on the button **eLORA,** which is available on website home page. It will redirect you to the following **eLORA home page**.

Click on **Register Institute** (see above figure). This will open application form for Institute Registration.

> **Important Note:** Guidelines to fill application form for Institute Registration is available on eLORA home page. It is advised to read the guidelines and keep soft copy of required attachments ready before start filling of application form.

Fill the application form as per the guidelines. Important points in each tab are mentioned below:

Tab 1: Institute Details

In **Type of Facility** section, in the field **Practice** select **Transport** and in the field **Role of Institute** select **DAE Facility** or/and **Transport Package Manufacturers** accordingly.

Tab 2: Employer Details

Name: Fill the complete name of employer as appearing in his/her document for **Proof of Identity/Date of Birth (DOB)** to be attached.

Date of Birth: Fill the DOB as appearing in the proof of identity/DOB to be attached

Document/card for proof of identity and date of birth (of employer): Select one from the drop down. (Soft copy of this is a mandatory attachment).

Document/Card No.(of Proof of Identity/DOB): Must match with the proof of identity/DOB attached

E-mail (O): Will be used to send USERNAME and PASSWORD of your eLORA account and for all future communications. (Make sure to provide correct email address).

Tab 3: Attachments

Upload of following attachments are mandatory:

- ✓ **Proof of Identity and Date of Birth** (of employer): Acceptable documents are as follows:
    - o Passport
    - o PAN card issued by Income Tax Department
    - o Driving Licence issued by RTO
    - o Photo identity document/card having serial number and date of birth issued by Central/State Government or PSU
- ✓ **Proof of Employership:** Please provide at least one document which is showing the employer/head of institute. (This may be the office order/authority letter etc. In case if any of such documents are not available, provide copy of id card)
- ✓ **Upload scan copy of any document (in the relevant position) for the proof of existence of institute. (In case any such document is not available, please provide a self-declaration from Head of Institute/Employer in official letter pad)**

Enter the CAPTCHA and submit the application form.

> **Important Note:** Fields marked with * in the application form are mandatory. Application form will not be submitted if any mandatory field left blank.

You will get acknowledgement message upon successful submission of application form. The copy of submitted application (.pdf file) can be downloaded for which link will be provided (pl. note, this link will be active for a short period). You will also receive an acknowledgment mail with the copy of your application form (.pdf file) in your email (email address as provided in the application form).

2. Forms for obtaining Regulatory Consents (Transport-DAE Facilities)

There are two application forms available for DAE facilities;

1. **Application Forms Download**

   All application formats for applying for regulatory consents are available in this screen for download. The following are the list of formats available;
   - a. Export of Radioactive Material
   - b. Transport of Radioactive Material within India
   - c. Transport of Radioactive Material under Special Arrangement
   - d. Import of Radioactive Material
   - e. Transport of Radioactive Material for disposal in India
   - f. Export of Empty Transport Package
   - g. Intimation of Transport of Radioactive Material
   - h. Shipment Completion Report

2. **Transport of Radioactive Materials**

   This form is for submitting the filled-in application format (completed downloaded form) to AERB along with all required attachments. Two fields are available in this form;

   'Application for': Drop down list is available in this field from which you can select the type of application form you are submitting (options indicated as above in Application Forms Download (a-h) will be available for selection)

   'Application Form': Attach the filled-in application format (completed downloaded form) in this field.

   Provide all the required attachments in subsequent 'Attachment Details' section.

3. Forms for obtaining Regulatory Consents (Transport-Package Manufacturers)

There are two application forms available for DAE facilities;

1. **Application Forms Download**

   All application formats for applying for regulatory consents are available in this screen for download. The following are the list of formats available;
   - a. Package Design Approval
   - b. Registration of Type A Package

2. **Transport of Radioactive Materials**

   This form is for submitting the filled-in application format (completed downloaded form) to AERB along with all required attachments.

   Two fields are available in this form;

   'Application for': Drop down list is available in this field from which you can select the type of application form you are submitting. Two options are available for selection;
   - a. Design Approval of Type B Package
   - b. Registration of Type A Package

   'Application Form': Attach the filled-in application format (completed downloaded form) in this field.

   Provide all the required attachments in subsequent 'Attachment Details' section.