Transport Forms for Radiation Facility Users
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1. Transport and Disposal Forms in eLORA

Transport forms are available in ‘Regulatory Forms’ menu in the eLORA Home page as shown below;

There are three forms available in transport sub menu;

1. Transport of Registered Source
2. Transport of Unregistered Source
3. Intimation of Export/Transport/Disposal
2. Transport of Registered Source

For the sources which are already registered in eLORA (visible in Radiation Sources tab in Institute Details page) this form to be used. This form consists of three tabs; General Details, Package Details and Attachment Details.

a. General Details Tab

In general details tab, details of sources to be transported/disposed and destination of transport/disposal to be provided.

In field ‘Application For’, three options are available;

- Export of radioactive source,
- Transfer of radioactive source for disposal in India
- Transfer of radioactive source to Indian supplier

Based on requirement, one from above option has to be selected as shown below;

Fields for capturing subsequent information will be populated based on selection in that field.
The list of registered sources in institute will be populated on clicking button provided in ‘Source Identification No’ column as given below. The source(s) which are to be disposed/transported should be selected from the list.
Important:

1. In case of export of radioactive source, make sure that the selection made in the field ‘Name/Type of Agency’ is correct. If source is not going to original source supplier, select option ‘Others’. (Wrong selection in this may lead to non-acceptance of your application)

2. Separate application forms to be submitted for each transport packages (ie. Approval is being issued on per-package basis). In case multiple sources are transporting in one package, select all the sources using ‘Add/Delete’ functionality.

b. Package Details Tab

In ‘Package Details’ tab, information regarding package in which sources are to be transported is to be provided.
c. Attachment Details Tab

In Attachment details tab, all the relevant attachments are to be provided;

After reading ‘Terms & Conditions’, the checkbox has to be selected and the form to be submitted by clicking ‘Submit’ button. On successful submission, the following screen will appear;
An inbox message will also be received about successful submission;

The submitted application form can also be accessed from ‘My Applications’ menu.

After review and approval by AERB, you will get intimation in Inbox regarding approval/rejection of application form. E-mail will also be send to the registered mail id regarding this. The approval letter will be accessible from ‘My Applications’ menu.
3. Transport of Unregistered Source

If the sources are not registered with eLORA (which are not be available in ‘Radiation Sources’ tab in ‘Institute Details’), this form should be used. The form consists of two tabs; General Details and Attachment Details.

a. General Details tab

In ‘General Details’ tab, information of sources to be transported/disposed and destination of transport/disposal to be provided.

Four options are available in the field ‘Application For’;

- Export of radioactive source
- Transfer of radioactive source for disposal in India
- Transport of radioactive source within India
- Transfer of radioactive source to Indian Supplier

Based on requirement, one of the options provided above is to be selected as shown below;
Using the link provided beside field ‘Download File’, the excel sheet titled ‘Transport Package Information Sheet’ can be downloaded. The relevant information to be filled in this ‘Transport Package Information Sheet’ and/or ‘Suppliers Details Sheet’.

b. Attachment Details tab

The filled-in ‘Transport Package Information Sheet’ should be uploaded in the relevant place of this tab. In field ‘Copy of valid license/authorization/permission for import/procurement/handling issued by AERB/BARC’, attach the copy of procurement certificate/licence for operation for the source(s) proposing to be disposed.

All other required documents to be attached in field ‘Other Attachments, if any’

After review and approval by AERB, you will get intimation in Inbox regarding approval/rejection of application form. E-mail will also be send to the registered mail id regarding this. The approval letter will be accessible from ‘My Applications’ menu.

Important:

1. In case of export of radioactive source, the selection in field ‘Name/Type of Agency’ should be correct. If source is not going to original source supplier, select option ‘Others’.
2. Separate application forms to be submitted for each transport packages (ie. Approval is being issued on per-package basis). In case multiple sources are transporting in one package, select all the sources using ‘Add/Delete’ functionality.
3. In case of export of radioactive source, documents like ‘Take back confirmation from disposal agency’ and ‘Licence for operation from the Competent Authority of that Country issued to the disposal agency’ or equivalent are required to be provided.
4. Intimation of Export/Transport/Disposal

(This form is not applicable in case of disposal in WMD-BARC and CWMF-Kalpakkam)

After completing export/transport/disposal, end user has to intimate AERB regarding the same using this form. The steps submitting the form are given below;

Click on the button provided in the field ‘Document id of the approval’

A screen with all transport approvals for which intimation is pending will appear as shown below;
Select the document id of the approval for which intimation has to be submitted. The relevant data will be auto-populated based on the selected document id.

Enter the relevant information and attach proof of Export/Transport/Disposal before submitting the form.

After review and approval by AERB, you will get intimation in Inbox regarding approval/rejection of intimation. E-mail will also be send to the registered mail id regarding this. The status of the source(s) will be changed to ‘Disposed’ after the approval of this application form only.

In case of disposal in WMD-BARC and CWMF-Kalpakkam, these agencies will submit receipt. Users are required to verify that the status of source changed to ‘Disposed’.

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