HS34 – Nuclear Substances and Radiation Devices Licence

These records relate to the University's Nuclear Substances and Radiation Devices Licence.

Content & Scope
The University is licensed to possess and use nuclear substances and radiation devices under a consolidated licence issued by the Canadian Nuclear Safety Commission (CNSC). Generally licences are valid for a period of 5 years.

This records class excludes the records of the Radiation Safety Committee, records related to permits issued internally for radioisotope possession and use, records related to the use of open source nuclear substances, and records related to x-ray sources.

The records include licence applications, consolidated licences, amendments, annual reports, CNSC inspections, and records regarding the purchase, transfer, and disposal of sealed source nuclear substances.

Related Records
• For records of the radiation/lab safety committee, see HS48: Health and Safety Committees
• For records related to internally issued permits, see HS37: Radioisotope Permits
• For records related to use and monitoring of open source nuclear substances, see HS36: Radiation Monitoring
• For records related to x-ray sources, see HS39: X-Ray Permits

Responsible Unit
Safety Office

Information Steward
University Secretary

Privacy Classification
Confidential

Retention
3 years after expiry or revocation of the licence

Note: The Canadian Nuclear Safety Commission must be advised at least 90 days in advance of the disposal of any records related to the University's consolidated licence.

Disposition
Secure Destruction
Authority
Nuclear Safety and Control Act; SOR/2000-207: Nuclear Substances and Radiation Devices Regulations

Retention Rationale
The retention period is based on the requirements of SOR/2000-207: Nuclear Substances and Radiation Devices Regulations, s. 36

Approval Date(s)
December 19, 2011