**APPLICATION FORM FOR RECOGNITION OF SERVICES AND EXPERTS IN THE FIELD OF RADIATION PROTECTION AND NUCLEAR AND RADIOLOGICAL SAFETY AND SECURITY UNDER ARTICLE 48 OF THE LAW**

**012020**

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| **REPUBLIC OF CYPRUS****MINISTRY OF LABOUR AND****SOCIAL INSURANCE** | **DEPARTMENT****OF LABOUR INSPECTION** |

**RADIATION INSPECTION AND CONTROL SERVICE**

**THE PROTECTION AGAINST IONISING RADIATION**

**AND NUCLEAR AND RADIOLOGICAL SAFETY**

**AND SECURITY LAW OF 2018**

1. *Guidance on completing the application form and attaching the necessary supporting documents can be found in the* [*Protection against Ionising Radiation and Nuclear and Radiological Safety and Security (Specifications for the Recognition of Services and Experts in the field of Radiation Protection and Nuclear and Radiological Safety and Security) Notification of 2019 (R.A.A. 154/2019)*](http://www.mlsi.gov.cy/mlsi/dli/dliup.nsf/all/5D72F3609811CA06C22583FA001F480D/%24file/RAA154_2019.pdf?openelement)*. The notification can also be found on the Department of Labour Inspection website (pathway: Legislation > The Protection against Ionising Radiation and Nuclear and Radiological Safety and Security legislation > Regulations).*
2. *The duly signed application form must be submitted to the Radiation Inspection and Control Service (Control Service) of the Department of Labour Inspection at the address given on the last page of the application form together with the fee provided for in the* [*Protection against Ionising Radiation and Nuclear and Radiological Safety and Security (Prescribed Fees) Notification of 2014 (R.A.A. 523/2014)*](http://www.mlsi.gov.cy/mlsi/dli/dliup.nsf/all/5D72F3609811CA06C22583FA001F480D/%24file/KDP_523_2014.pdf?openelement). *The notification can also be found on the Department of Labour Inspection website (pathway: Legislation > The Protection against Ionising Radiation and Nuclear and Radiological Safety and Security legislation > Regulations).*

***3.*** *Other useful references:*

* [*The Protection against Ionising Radiation and Nuclear and Radiological Safety and Security Law of 2018 (Law 164(I)/2018)*](http://www.mlsi.gov.cy/mlsi/dli/dliup.nsf/all/4155482043318AA9C2257E29001F7E86/%24file/Law_164%28I%29%202018_unofficial_English_translation.pdf?openelement) *(referred to in the application form as “the Law”).*
* [*The Protection against Ionising Radiation and Nuclear and Radiological Safety and Security (Basic Safety Standards for the Protection against the Dangers Arising from Exposure to Ionising Radiation) Regulations of 2018 (R.A.A. 374/2018)*](http://www.mlsi.gov.cy/mlsi/dli/dliup.nsf/all/8CDB9F5E47C2DCEDC22584B70034DAF5/%24file/RAA_374_2018_EN_Unofficial_translation.pdf?openelement)*.*

*These legislative acts can also be found on the Department of Labour Inspection website (pathway: Legislation > The Protection against Ionising Radiation and Nuclear and Radiological Safety and Security legislation > Laws or Regulations respectively).*

# **General information**

(to be completed by all applicants)

## **SERVICES AND EXPERTISE**

Select the type of service and/or expertise for which you are applying for recognition.

☐ Occupational health services

☐ Dosimetry services

☐ Radiation Protection Expert

☐ Medical Physics Expert

Select as appropriate.

☐ Initial recognition

☐ Renewed recognition

**PARTICULARS OF PERSON OR BODY APPLYING FOR RECOGNITION**

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|  **INDIVIDUAL** |
| Full name |  |
| Identity card number  |  | Expiry date: |  | Country of issue: |  |
| Passport number  |  | Expiry date: |  | Country of issue: |  |

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| **LEGAL ENTITY[[1]](#footnote-1)** |
| Registered name |  |  |  |
| Registration number |  |  |  |
| Type of company  |  |  |  |
| Country of registration  |  |  |  |

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| **CONTACT ADDRESS:** |
| P.O. Box |  | Post code of P.O. Box  |  |  |
| Street  |  | No  |  |  |
| Post code of street |  | Town/Village  |  |  |
| District  |  | Country  |  |  |

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| **CONTACT DETAILS:** |
| Telephone  |  | Fax |  |
| Email address |  |
| Website |  |

## **Establishment of the service**

(If different from the above, enter the address where the service is established and where the equipment used to provide the services and/or expertise is located)[[2]](#footnote-2).

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| **ADDRESS OF ESTABLISHMENT** |
| Street  |  | No |  |
| Post code |  | Town/Village |  |
| District |  | Country |  |

## **STARTING DATE OF SERVICES/EXPERTISE**

Enter the starting date of the services/expertise[[3]](#footnote-3).

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# **Occupational Health Services**

1. Describe the groups of workers to whom you provide or intend to provide occupational health services.

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1. Where applicable, enter the names of the undertakings you work with or intend to work with.

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1. Substantiate how the requirements of paragraph 4.2(a)(1) of Notification R.A.A. 154/2019 are met concerning the occupational or other qualified physician you work with or intend to work with.

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1. Substantiate how the requirements of paragraph 4.2(a)(2) of Notification R.A.A. 154/2019 are met concerning the education and training of the staff you employ or intend to employ depending on the services you provide or intend to provide.

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1. List the equipment you use or intend to use to provide occupational health services and the quality assurance, inspection, calibration and servicing arrangements for the equipment, including their frequency.

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# **Dosimetry Services**

1. Select the dosimetry service you provide or intend to provide:

☐ Determination of dose from external exposure

☐ Determination of dose from internal exposure

1. Substantiate how the requirements of paragraph 4.2(b)(1) of Notification R.A.A. 154/2019 are met concerning the education and training and appropriate continuing education and training of the staff you employ or intend to employ.

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1. Substantiate how the requirements of paragraph 4.2(b)(2) of Notification R.A.A. 154/2019 are met concerning the availability of appropriate personal dosimetry systems and an adequate number of dosimeters, depending on the type and range of services provided.

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1. Provide documents substantiating the conformity of the equipment you use with legislative requirements governing products covered by the CE marking (for equipment placed on the European Union (EU) market after Cyprus joined the EU on 1 May 2004).

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1. Substantiate how the requirements of paragraph 4.2(b)(3) of Notification R.A.A. 154/2019 are met concerning the application of quality assurance programmes which include:
2. staff education and training;
3. equipment calibration processes;
4. a description of the methodology applied (measurements, frequency, notification of results, data recording and incident investigation levels);
5. quality control programmes, archiving, information for workers, documents substantiating the methodology applied;
6. participation in intercomparison exercises.

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1. Substantiate how the requirements of paragraph 4.2(b)(4) of Notification R.A.A. 154/2019 are met concerning record-keeping of individual dose measurements and transmission of the results of dose measurements to undertakings and/or workers and the Control Service.

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# **Radiation Protection Experts**

1. Select the area or areas of expertise for which you are applying for recognition:

☐ Industrial applications

☐ Medical applications

☐ Environmental applications

☐ Other

If you have ticked “Other”, please specify.

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1. Substantiate how the requirements of paragraph 4.2(c)(1) of Notification R.A.A. 154/2019 are met concerning aptitude in fields of radiation protection and/or nuclear or radiological safety and security, depending on the practice or type of practices for which you provide or intend to provide services.

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1. Substantiate how the requirements of paragraph 4.2(c)(2) of Notification R.A.A. 154/2019 are met concerning theoretical and practical education and training/aptitude.

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1. Substantiate how the requirements of paragraph 4.2(c)(5) of Notification R.A.A. 154/2019 are met concerning education and training in subjects relating to the practice or type of practices for which you provide or intend to provide services.

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1. **Medical Physics Experts**
2. Select the area or areas of expertise for which you are applying for recognition:

☐ Diagnostic and/or interventional radiology

☐ Nuclear medicine

☐ Radiotherapy/oncology

1. Substantiate how the requirements of paragraph 4.2(d)(1) of Notification R.A.A. 154/2019 are met concerning aptitude in radiation protection during medical exposure, depending on the practice for which you provide or intend to provide.

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1. Substantiate how the requirements of paragraph 4.2(d)(2) of Notification R.A.A. 154/2019 are met concerning registration as a medical physics expert by the Cyprus Medical Physics Registration Council, as required under the Medical Physics Registration Law.

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1. Substantiate how the requirements of paragraph 4.2(d)(3) of Notification R.A.A. 154/2019 are met concerning the need to obtain a licence to pursue the profession of medical physics expert from the Cyprus Medical Physics Registration Council, as required under the Medical Physics Registration Law, as proof of compliance with the necessary clinical training requirements in the field for which you are applying for recognition of expertise.

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1. If you have not obtained a licence to pursue the profession of medical physics expert from the Medical Physics Registration Council in accordance with the requirements of the first part of paragraph 4.2(d)(3) of Notification R.A.A. 154/2019, substantiate how the alternative requirements of that paragraph are met concerning clinical training in a recognised medical centre.

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1. Substantiate how the requirements of paragraph 4.2(d)(4) of Notification R.A.A. 154/2019 are met concerning previous experience in the field for which you are applying for recognition of expertise.

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1. If you are applying for renewed recognition, substantiate how the requirements of paragraph 4.2(d)(7) of Notification R.A.A. 154/2019 are met concerning education and training in subjects relating to the field of expertise in the period since expertise was last recognised.

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**Personal data processing**

The Radiation Inspection and Control Service (Control Service) of the Department of Labour Inspection retains and processes the personal data declared on the application form (in electronic or other format and within the meaning of Regulation (EU) 2016/679 and Law 125(I)/2018 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data) for the purposes of the legislation cited in the heading of this application form.

Data are processed in order to examine the application apply the provisions of Law 164(I)/2018. In order to examine the application, the Control Service may request additional information on the applicant and/or other persons employed by the applicant and named in the application from other competent authorities/services/bodies/persons. Thus, some of the personal data contained in the records held by the Control Service may be disclosed to third parties, especially the government services involved, professional education and training centres and further and higher education institutions in Cyprus or abroad and/or to other services. The provisions of laws requiring personal data processing may be activated as and when deemed necessary.

The information provided in the application concerning the applicant and/or other persons employed by them and named in the application will be held on file for the period laid down in the State Archives Law and processed by the Control Service.

You are advised that, if the Control Service grants you recognition, your personal data and the particulars of your recognition which are protected by law will be used by the Control Service to notify the interested undertakings and will be posted on the Department of Labour Inspection website.

I consent to publication of my particulars on the Department of Labour Inspection website.

☐ Yes

☐ No

You are further advised that you have the right to apply to the Chief Inspector for access to and/or rectification and/or erasure of your personal data and/or limitation on processing of your data and/or the right to object to processing. If you object to processing, your application will not be examined. You also have the right to file a complaint with the Commissioner for the Protection of Personal Data.

**Personal data protection in the Internal Market Information System**

For the purposes of Directives 2005/36/EC and 2006/123/EC and, respectively, the Recognition of Professional Qualifications Law of 2008 (Law 31(I)/2008) and Freedom of Establishment of Service Providers and Free Movement of Services Law of 2010 (Law 76(I)/2010), as amended, the Control Service may use the Internal Market Information System (IMI) to request and receive information on the applicant and/or a person employed by them from the competent authority of another Member State in which the applicant has stated that they and/or the person employed by them is a registered member, in order to simplify procedures and the administrative cooperation required in order to examine applications. IMI coordinators may also act as competent authorities and may send or take receipt of requests for information in that capacity.

Additional information on the ΙΜΙ can be found on the European Commission website (http://ec.europa.eu/imi-net) or the Ministry of Energy, Trade and Industry website (http://www.mcit.gov.cy).

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| I hereby declare that the information given in this application is true |
| Signature |  |
| Full name |  |
| Date |  |

The original completed and signed application must be handed in at the following address:

Radiation Inspection and Control Service

Department of Labour Inspection

12 Apelli Street

1080 Nicosia

or sent by post to the following address:

Radiation Inspection and Control Service

Department of Labour Inspection

P.O. Box 24855

1304 Nicosia

If you require additional information or clarification, please contact the Control Service on telephone no (+357) 22 405623.

1. Provide the registration certificate issued by the Department of the Registrar of Companies and Official Receiver if the legal entity is registered in Cyprus or an equivalent certificate issued by the legal entity's country of registration. [↑](#footnote-ref-1)
2. Attach an authorisation certificate or, if none exists, the planning consent or building consent issued by the competent planning/building authority. [↑](#footnote-ref-2)
3. You must file the application at least 3 months before the planned starting date of the services and/or expertise. [↑](#footnote-ref-3)