

RADIATION ORDINANCE

(Chapter 303)

APPLICATION FOR IRRADIATING APPARATUS LICENCE

I ABC Company Limited
(Name of full)

of Information
(Address in full)

hereby make application for a licence (a) to possess

irradiating apparatus as described hereunder, at (b) Information

2. Description of type or types of irradiating apparatus for which licence is required :

dental X-ray machine

3. My qualifications are as follows (c) (fill in information as application)

Date this 12 day of May 20 12

Signature of Applicant.

- (a) State purpose for which licence is required, i.e. to possess, sell, manufacture, operate, etc.
(b) State address at which such irradiating apparatus will be situated.
(c) This paragraph need only be completed in the case of an application to operate irradiating apparatus.

Sample Form (表格樣本) IA-P2

輻射條例(第 303 章) RADIATION ORDINANCE (CAP 303)

新申領管有一具處於可運作狀態的輻照儀器的牌照 First Application for a Licence to Possess an Irradiating Apparatus in a Functional State

請參閱夾附的「申請須知」後，填寫本表格適用部分。

Please refer to the attached "Notes for Applicants" and complete the appropriate sections.

請在適當地方加上☑ Please tick ☑ as appropriate

A. 申請人資料 Particulars of the applicant

(Fill in either Part A1 or Part A2)

以個人名義申請牌照，請填寫 A1 段；以公司名義申請牌照，請填寫 A2 段。

Licence in the name of a person, please complete Section A1; Licence in the name of a company, please complete Section A2.

A1

稱謂 Title	☐ 醫生 Dr	☐ 博士 Dr	☒ 先生 Mr	☐ 女士 Mrs	☐ 女士 Ms	☐ 小姐 Miss
姓名 Name	<u>陳 Chan</u> <u>大文 Tai Man</u>					
	姓 (Surname) 名 (Given name)					
身分證/證明文件編號 Identity Card/Document No.	<u>A123456(7)</u>			電郵 E-Mail	<u>123@abc.com.hk</u>	

或 or

A2

公司名稱 Name of company	<u>ABC Company Limited</u> <u>ABC 公司</u>					
商業登記編號 Business Registration No.	<u>30098765-000-01-02-8</u>					
稱謂 Title	☐ 醫生 Dr	☐ 博士 Dr	☒ 先生 Mr	☐ 女士 Mrs	☐ 女士 Ms	☐ 小姐 Miss
與此申請有關的獲授權人士姓名 Name of authorized person in relation to this application	<u>安 On</u> <u>定榮 Ting Wing</u>					
	姓 (Surname) 名 (Given name)					
身分證 / 證明文件編號 Identity Card/Document No.	<u>G123456(7)</u>			電郵 E-Mail	<u>123@ghi.com.hk</u>	

通訊地址 Correspondence address : Information 填寫資料

稱謂 Title ☐ 醫生 Dr ☐ 博士 Dr ☐ 先生 Mr ☒ 女士 Mrs ☐ 女士 Ms ☐ 小姐 Miss

聯絡人姓名 Name of Contact Person : 李 Lee 好 Ho

姓 (Surname) 名 (Given name)

電話號碼 Tel No. : Information 填寫資料 手機號碼 Mobile No.: Information 填寫資料

傳真號碼 Fax No. : Information 填寫資料 電郵 E-Mail: Information 填寫資料

只供輻射管理局填寫 FOR OFFICIAL USE ONLY	收件日期 Date received	
費用 Fee	A	B C D E F

B. 輻照儀器資料 Details of the irradiating apparatus

製造商 Manufacturer	型號 Model No.	控制臺/機身編號 Control Panel/ Machine Serial No.	X 射線球管編號 X-ray Tube Head Serial No.
XYZ Ltd.	ABC 9210	99023S	120-236L1

此輻照儀器原記錄於 This irradiating apparatus is presently covered by

輻照儀器牌照編號

Irradiating Apparatus
Licence No.

00000-0000-XX-0000

有效期至

Valid until

1 / 7 / 2012
日 D 月 M 年 Y

現申請管有該輻照儀器，以便

I hereby apply to possess the irradiating apparatus



從準備狀態轉為可運作狀態。

From preparatory state to functional state.



從原址作內部遷置。

After a relocation within the original premises.



從貯存狀態轉為可運作狀態。

From storage state to functional state.



從原有持牌人接管該儀器(請夾附轉讓表格 IA-TRAN)，本人確定該裝置場址的原有布置，包括輻照儀器位置和所有防護物料都維持不變。

Upon a transfer of the irradiating apparatus from the present licensee (please attach Transfer Form IA-TRAN). I hereby confirm that there has been no change in the premises, including the material protection and location of the irradiating apparatus.

C. 固定輻照儀器的輻射防護 Radiation shielding of static irradiating apparatus

(i)



輻照儀器乃置於防護罩內。防護罩屬儀器的組件。在正常操作情況下，距儀器表面 5 厘米任何一點的罩外輻射水平不超過每小時 5 微希沃特。

The irradiating apparatus is contained in a shielded enclosure which forms an integral part of the apparatus and under normal operating condition the radiation level outside the shielded enclosure does not exceed 5 microsievert per hour at a distance of 5 cm from any readily accessible point on the surface of the apparatus.

請到 F 部繼續填寫 Please continue from Section F

或 or

(ii)



防護資料

Shielding is available as follows :

	防護質料 shielding material	厚度(毫米) thickness (mm)
地板 Floor	Concrete 混凝土	150 mm
天花 Ceiling	Concrete 混凝土	150 mm
牆壁 Walls	Brick 磚 + Lead 鉛板	100 mm(brick) + 1 mm(lead)
門 Doors	Wood 木 + Lead 鉛板	50 mm(wood) + 1 mm(lead)

D. 裝置場址內備有的個人保護物品 Personal protective measures available in the premises

☒ 鉛膠保護衣 Lead rubber apron ☐ 性腺屏蔽 Gonad shield

☒ 個人輻射劑量計 Personal radiation dosimeters

E. 使用該輻照儀器人士 (如下列空間不足填寫, 請附夾資料)

Person(s) using the irradiating apparatus (please attach separate sheets if the space below is insufficient)

姓名 Name	身分證編號 Identity Card No.	《使用輻照儀器》牌照編號 "USE" licence No.
Dr. Lee Yeung	E123456(7)	00000-0000-XX-0000

☒ 本人不擬准許上述領有牌照的人士使用造影劑以拍攝人體醫學照片。

I do not intend to allow the above licensed person(s) to administer contrast media for taking of medical exposure of human bodies.

☐ 本人擬准許上述領有牌照的人士使用造影劑以拍攝人體醫學照片及已在樓宇內備妥適當的急救藥物及復甦設備。

I intend to allow the above licensed person(s) to administer contrast media for taking of medical exposure of human bodies and have made available the appropriate life saving drugs and resuscitation equipment in the premises.

F. 聲明 Declaration

本人明白上列於 E 部的使用輻照儀器人士須持有有效之《使用輻照儀器》牌照或在一位持有有效《使用輻照儀器》牌照之註冊醫生、牙醫或放射技師親自督導下, 方可按法例 303B 章第 26 節規範下操作該輻照儀器。現聲明盡本人所知, 本申請所載資料均真確無誤。

I understand that the person using the irradiating apparatus as listed in Section E shall be a person who is holding a valid licence to use the concerned type of irradiating apparatus or is acting under the personal supervision of a doctor or dentist or radiographer who is holding a valid licence to use the concerned type of irradiating apparatus in accordance with Regulation 26 of Cap.303B for such purposes. I declare that to the best of my knowledge the information in this application is true and accurate.

申請人/獲授權人簽名
Signature of Applicant/Authorized Person

授權 Authorization
公司印鑑 (如適用) Company chop (if applicable)

Information 填寫資料

姓名(請用正楷書寫) Name (in block letters)

Information 填寫資料

日期 Date

輻射條例(第 303 章)
RADIATION ORDINANCE (CAP 303)
新申領管有一具處於可運作狀態的輻照儀器的牌照
First Application for a Licence to Possess
an Irradiating Apparatus in a Functional State

申請須知
Notes for Applicants

1. 申請 Application

請注意，每具輻照儀器均須個別領有牌照。

Please note that each irradiating apparatus shall be covered by a separate licence.

申請人可填寫表格 DH1271(S) 和 IA-P2 申請持有輻照儀器。

You should complete Form DH1271(S) and IA-P2 form for each irradiating apparatus.

2. 輻照防護物料 Material protection of radiation

根據輻射(管制輻照儀器)規例第 17 條第(1)款規定，在連續使用輻照儀器房間外的輻射劑量率，不得超過每小時 3 微戈瑞。

Regulation 17(1) of the Radiation (Control of Irradiating Apparatus) Regulations requires that the radiation dose rate outside the room where the irradiating apparatus is to be used continuously shall not exceed 3 micrograys per hour.

3. 遞交申請書 Submission of application

填寫的申請表格須送回： This application should be submitted to:

香港西灣河太康街 28 號西灣河健康中心 3 字樓
輻射管理局牌照事務處

Radiation Board Licensing Office
3/F., Sai Wan Ho Health Centre
28 Tai Hong Street, Sai Wan Ho, Hong Kong

電話：2886 1551
傳真：2834 1224
電郵：ia@erls.gov.hk
網域：<http://www.erls.gov.hk>

Tel.: 2886 1551
Fax: 2834 1224
E-mail: ia@erls.gov.hk
Domain: <http://www.erls.gov.hk>

申請費用為 \$1,150。當輻射管理局收到有關申請後，會向申請人發出一般繳款單，申請人請依照一般繳款單內所列的繳款辦法繳付所需費用。

假如申請最終被否決，已繳交的款項將盡快全數退還。

The application fee is \$1,150. After receiving the application, the Radiation Board will issue a General Demand Note to the applicant. The applicant could make payment according to the payment instructions stated in the General Demand Note.

Should the application be unsuccessful, the paid amount will be refunded to the applicant as soon as possible.

4. 按情況需要連同申請書一併遞交的文件 Documents to be submitted with the application (if applicable)

(i) 輻射管理局允許申請人持有擬安裝及使輻照儀器處於可運作狀態之輻照儀器牌照正本。

The original copy of the licence permitting you to possess the irradiating apparatus, for installation and testing purposes or otherwise, while your application for possessing the apparatus in a functional state is being considered by the Radiation Board.

(ii) A1 段 - 申請人的身分證/證明文件副本和 45x60(毫米)近照兩張。

Section A1 - Copy of Identity Card/Document of the applicant and 2 recent photographs of size 45 x 60(mm).

A2 段 - 商業登記證和獲授權人士身分證/證明文件的副本。

Section A2 - Copy of the Business Registration Certificate and Copy of Identity Card/Document of the authorized person.

(iii) B 部 - 輻照儀器的技術規格

Under Section B - Technical specifications of the irradiating apparatus

(iv) C(ii) 部 - 顯示防護物料、輻照儀器位置，主輻射束方向及毗鄰地方用途的樓面布置圖。

Under Section C (ii) - A floor plan of the premises showing the material protection, location of the irradiating apparatus, directions of the primary radiation beams and utilization of the adjacent areas.

(v) 輻照儀器擁有權的證明文件(例如：發票副本、轉讓輻照儀器的證明書)

Documentary evidence to show the ownership of the irradiating apparatus (e.g. invoice copy, proof of transfer of irradiating apparatus)

(vi) 選擇表格(如適用) Option form (if applicable)

注意 Remarks:

(i) 在使用可產生輻射影響人體的輻照儀器前，申請人須確保使用者必須持有有效的《使用輻照儀器》牌照，或使用者必須在一位持有有效《使用輻照儀器》牌照之註冊醫生、牙醫或放射技師在治療/檢查現場親自督導下，方可進行。

Before the use of the irradiating apparatus to produce radiation affecting human body, you should ensure that users of this irradiating apparatus should hold a valid 'use' licence or the users are working under the personal supervision of a registered doctor or dentist or radiographer holding valid "use" licence who must be present on the premises in which the treatment/examination is taking place at the time it takes place.

(ii) 表格中所列的所有有關牌照必須於呈交本申請書時仍為有效。有關牌照持有人請於牌照屆滿前八個星期把填妥之申請書及所需文件交到輻射管理局。否則，本局有可能在牌照屆滿前未能完成處理有關牌照的續牌申請。逾期管有輻照儀器乃違反輻射條例第 7(1)條的罪行，一經定罪，可判處罰款\$50,000 及監禁 2 年。

Any current licence mentioned in this application must remain valid on the date of submission of this application. The Licensee shall submit the duly completed application form together with the required documents to the Radiation Board 8 weeks before expiry of the licence. Otherwise, the Board may not be able to complete processing of the licence renewal application before its expiry. Possessing an irradiating apparatus without a valid licence is an offence to section 7(1) of the Radiation Ordinance, and shall be liable to a fine of \$50,000 and to imprisonment for 2 years.

表格 IA-P2 (2018 年 9 月生效)

FORM IA-P2 (Effective September 2018)



輻射管理局
牌照服務



Radiation Board
Licensing Service