



Canadian Nuclear  
Safety Commission

Commission canadienne  
de sûreté nucléaire

Canada



# Designated Officer Program Update: 2024

CMD 25-M22.A

June 3, 2025

e-Doc 7480744 (PDF)  
e-Doc 7480742 (PPTX)



# Presentation Outline

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- CNSC Designated Officer Program (DO Program)
- Designated Positions
- DO Authorities Carried Out in 2024
- Update on DO Program Activities
- Focus on the Accelerators and Class II Facilities Division

Designated Officer Program Update: 2024 (CMD 25-M22.A)



# CNSC Designated Officer Program

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Section 37 of the *Nuclear Safety and Control Act* (NSCA) gives the Commission the authority to designate DOs

- CNSC DOs are designated by title of office
- DO authorities include decisions on licensing, certification, and enforcement

The CNSC DO Program provides training and resources that:

- Allow for consistency in issuing and tracking DO certificates
- Support DOs in making independent, effective, consistent, and transparent decisions
- Support informing CNSC staff and reporting to the Commission

*See [Appendix A](#) for more information on DO duties under the NSCA*

*See [Appendix B](#) for more information on the current DO Program activities*

The DO Program exists to support DOs and the Commission



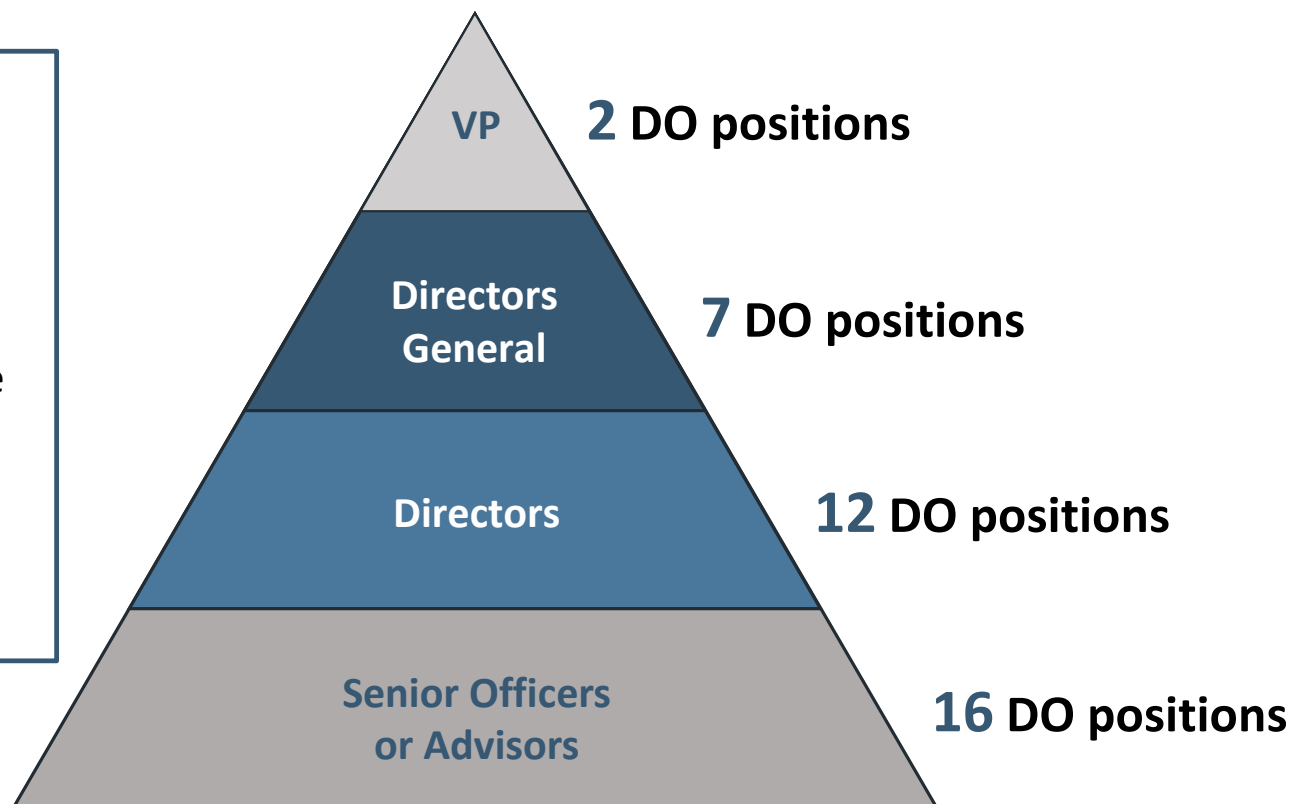
# DO Positions at the CNSC

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## 37 DO positions at the CNSC

- DOs are issued a certificate setting out their duties
- DO authorities are not transferable
- DOs in management positions can carry out the DO authorities of all DO positions that report to them

See [Appendix C](#) for more information on DO positions and authorities at the CNSC





# DO Authorities Carried Out in 2024

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## Total of **3,350** DO decisions

- **636** certifications of prescribed equipment and persons
- **990** issuances of a license
- **1,673** renewed, amended, revoked, and transferred licences
- **36** designations of inspectors
- **1** designation of an analyst
- **1** DO order (regarding licence condition about the financial guarantee)
- **7** confirmations of inspector orders
- **6** Administrative Monetary Penalties

See [Appendix D](#) for more information on DO authorities carried out in 2024



# Decisions Reportable to the Commission (1/2)

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## The NSCA specifies DO decisions that must be reported to the Commission

### Report to Commission

#### **37(5) A designated officer shall report to the Commission on**

- (a)** a refusal by the designated officer to issue, renew, suspend, amend, revoke or replace a licence or authorize its transfer;
- (b)** the issuance by the designated officer of a licence that contains the condition that the applicant provide a financial guarantee referred to in subsection 24(5);
- (c)** a renewal of a licence where the terms or conditions of the licence are amended, or a suspension, amendment, revocation or replacement of a licence, other than an amendment of terms or conditions or a suspension, amendment, revocation or replacement made on the application, or with the consent, of the licensee; and
- (d)** a confirmation, amendment, revocation or replacement of an order under paragraph (2)(g).

- The Commission Registry provides quarterly memos to the Commission with timely details on reportable DO decisions
- This report, along with quarterly memos, fulfils the reporting requirements



# Decisions Reportable to the Commission (2/2)

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In 2024,  
DOs made  
**98 decisions**  
reportable to  
the Commission

See [Appendix E](#) for more  
information on these  
decisions

## **3 refusals to issue a licence**

**37(5)(a)** *Licensing refusals (including refusals to issue, renew, suspend, amend, revoke, replace, or authorize transfer)*

## **88 licences issued with a financial guarantee**

**37(5)(b)** *Issuance of a licence with a financial guarantee*

## **0 decisions to report**

**37(5)(c)** *Licence renewal with a change in licence conditions, or a licence suspension, amendment, revocation or replacement without an application or the licensee's consent*

## **7 inspector orders confirmed**

**37(5)(d)** *Confirmation, amendment, revocation or replacement of an inspector's order*



# 2024 Updates on DO Program Activities

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## DO Community Forum

- Allows DOs to share knowledge, expertise and experiences
- Strengthens relationships
- Provides updates on tools and assistance available to DOs
- Seventh DO Community Forum – September 19, 2024

(See [Appendix F](#) for more information on the DO Community Forum)

## Improvements to the DO Program

- More efficient DO certification
- Streamlined designation of persons acting in DO positions
- Approved changes to DO positions
- Upgraded DO Community webpage



Supporting the DO Community





## 2024 DO Focus Area

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**Accelerators and Class II Facilities Division (ACFD)**



### Accelerators and Class II Facilities Division (ACFD)

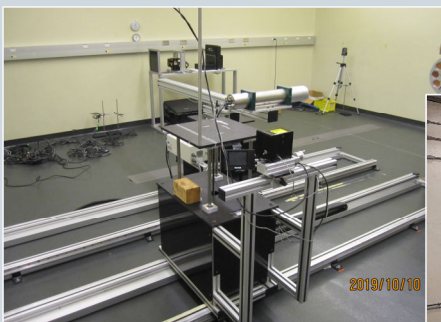
- One of 4 divisions within the Directorate of Nuclear Substance Regulation
- Responsible for:
  - Licensing and compliance of Class II facilities/equipment
  - Certification of Radiation Safety Officers (RSO)
- *Class II Nuclear Facilities and Prescribed Equipment Regulations*



# DO Focus Area – ACFD (2/8)

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## ACADEMIC & RESEARCH



A neutron generator mounted to a lab jig on rails

A tandetron, a type of high voltage particle accelerator



## INDUSTRIAL

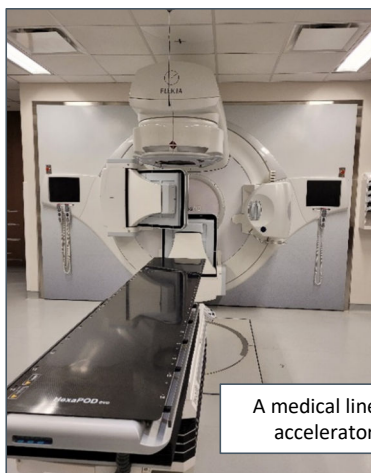


A linear accelerator that scans transport truck cargo

A linear accelerator-based assay machine



## MEDICAL

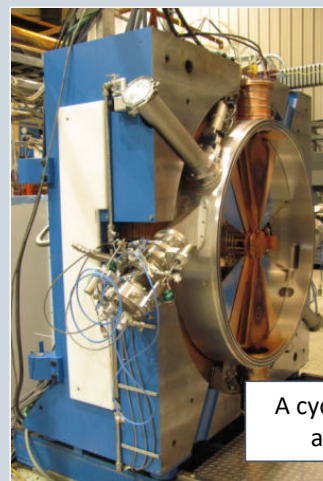


A medical linear accelerator

A robotic-arm medical linear accelerator



## COMMERCIAL



A cyclotron being assembled

The source storage pool of an irradiator





### **ACFD DOs are the ACFD Director, 3 Senior Project Officers**

#### **DO authorities:**

##### **All ACFD DOs:**

- Issue a licence
- Renew, suspend, amend, revoke, replace, or authorize a transfer

##### **Director only:**

- Certify and decertify persons referred to in paragraph 44(1)(k) as qualified to carry out their duties
- Make any order that an inspector may make under subsection 35(1) or (2)
- Confirm, amend, revoke or replace any order made by an inspector

4 DOs in ACFD can make licensing decisions



### **Licensing decisions made by ACFD DOs**

- Issuance of construction, operation, decommissioning of Class II equipment or facilities
- Revocations when the licensee is ready to move to the next licensing phase
- Servicing of Class II prescribed equipment
- Transfers when a legal entity changes



### **A DO considers a range of information for decisions related to licensing actions:**

- Licensee history
- Safety case of the request
- Technical assessment of the programs
- Results of previous inspection

DO must be satisfied that licensees are qualified and will make adequate provision for the protection of the environment, the health and safety of persons



**DO considers a range of information for a decision related to the certification of a person:**

- Candidate qualifications
- Type of facility
- Results of examination

**One DO in ACFD, the ACFD director, makes certification decisions**

DO must be satisfied that the person is capable of performing the duties of the position



## DO Focus Area – ACFD (7/8)

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DO Decisions	2024
Licensing	261
Certification of Persons	18
Refusal to Certify Persons	1
Decertification of Persons	0

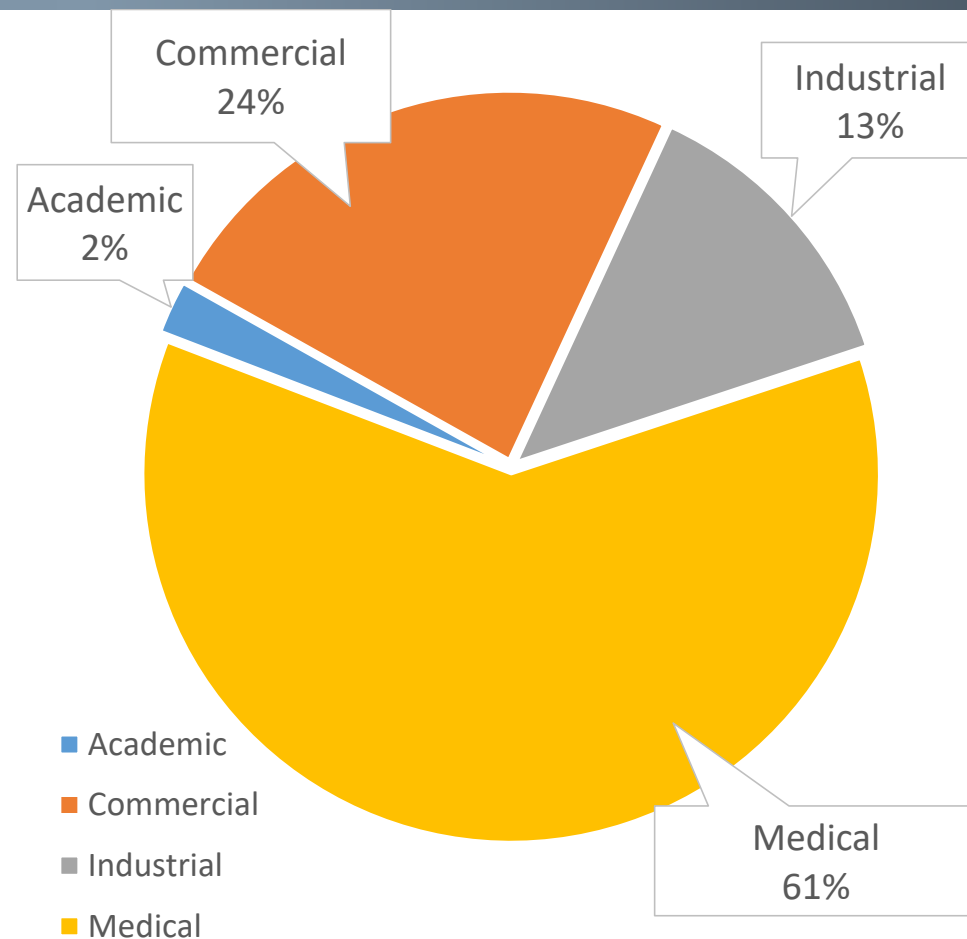




## Trends

Medical sector licensing decisions are **61% of the decisions** made in 2024 but **44% of licences**

- Medical licences typically list many pieces of equipment and require many amendments when equipment is changed
- Ongoing issuance of lifecycle licences will reduce number of decisions made in the medical sector





# Conclusions

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- In **2024**, CNSC DOs carried out **3,350** authorities
- **98** decisions were reportable to the Commission
- Centralized DO Program enhances and strengthens support to DOs

The DO Program is a key and effective component of the CNSC's licensing and compliance framework



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# APPENDIX A

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## Summary of Designated Officer Authorities



## Licensing and certification authorities pursuant to the NSCA

- **37(2)(a):** *certify and decertify prescribed equipment for the purposes of the NSCA*
- **37(2)(b):** *certify and decertify persons referred to in paragraph 44(1)(k) as qualified to carry out their duties under the NSCA or the duties of their employment, as the case may be*
- **37(2)(c):** *issue, on receipt of an application referred to in subsection 24(2), a licence of a class established by the Commission*
- **37(2)(d):** *renew, suspend in whole or in part, amend, revoke or replace, or authorize the transfer of, upon receipt of an application referred to in subsection 24(2), a licence of a class established by the Commission*



### Designation and compliance (non-licensing and certification) authorities, pursuant to the NSCA

- **37(2)(e):** *designate any person whom the designated officer considers qualified as an analyst under section 28 or as an inspector under subsection 29(1)*
- **37(2)(f):** *make any order that an inspector may make under subsection 35(1) or (2)*
- **37(2)(g):** *confirm, amend, revoke or replace any order made by an inspector*
- **37(2)(h):** *authorize the return to work of persons whose dose of radiation has or may have exceeded the prescribed radiation dose limits*
- **65.05:** *issue notices of violation (related to administrative monetary penalties)*



## APPENDIX B

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# DO Program Overview



# DO Qualifications and Training

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- Self-directed learning using the internal **DO Community Webpage**
- Briefing with the VP-LCAB or designate on applicable legislation, DO decision-making, DO authorities and DO certificate
- Briefing with the DO Program lead on DO training activities, tools and resources available to DO when carrying out DO authorities
- On-the-job coaching, peer consultations, learning of operational matters
- In-class training on DO orders

The DO Program ensures that DOs continue to have the knowledge and tools needed to perform their duties





# DO Program Assistance Activities and Tools

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- **Program and process documents**
- **DO certification**
- **DO Community Webpage:** Main tool of the Program
  - Contains existing Program and process documents for all DO authorities, contacts, links to other tools of the DO Program
- **DO Community Forum**
  - Provides DOs with a venue for sharing knowledge, expertise, experiences; further strengthening the relationship between members of the DO Community; offering DOs feedback on the DO Program
- **DO Program Mailbox**
  - Facilitates the gathering of information about the DO Program
- **DO decisions tracking, DO Program reports to the Commission**
- **Access to internal Legal Services / LCAB**



## APPENDIX C

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# CNSC DO Positions and Authorities as of April 2024

CNSC DESIGNATED OFFICER POSITIONS AND AUTHORITIES											
Authority		Certify and decertify prescribed equipment for the purposes of the Act	Certify and decertify persons referred to in paragraph 44(1)(k) as qualified to carry out their duties under this Act or the duties of their employment, as the case may be	Issue, on receipt of an application referred to in subsection 24(2), a licence of class established by the Commission	Renew, suspend in whole or in part, amend, revoke or replace, or authorize the transfer of, upon receipt of an application referred to in subsection 24(2), a licence of class established by the Commission	Designate any person whom the Designated Officer considers qualified as an inspector under subsection 29(1)	Designate any person whom the Designated Officer considers qualified as an analyst under section 28	Make any order that an inspector may make under subsection 35(1) or (2)	Confirm, amend, revoke or replace any order made by an inspector	Authorize the return to work of persons whose dose of radiation has or may have exceeded the prescribed radiation dose limits	Issue notices of violations (related to Administrative Monetary Penalties)
REGULATORY OPERATIONS BRANCH	Title of Office	37(2)(a)	37(2)(b)	37(2)(c)	37(2)(d)	37(2)(e)	37(2)(e)	37(2)(f)	37(2)(g)	37(2)(h)	65.05
	Executive VP and Chief Regulatory Operations Officer <i>Regulatory Operations Branch</i>	✓	✓	✓	✓	✓		✓	✓	✓	✓
	Director General <i>Directorate of Nuclear Substance Regulation</i>	✓	◆	◆	◆	◆		◆	◆		◆
	Director <i>Accelerators and Class II Facilities Division</i>	✓	◆◆	◆◆	◆◆			◆	◆		
	Senior Project Officer/Senior Program Officer (maximum 3 positions) <i>Accelerators and Class II Facilities Division</i>			◆◆	◆◆						
	Director <i>Nuclear Substances and Radiation Devices Licensing Division</i>			◆◆	◆◆			◆	◆		
	Licensing Project Officer (maximum 4 positions) <i>Nuclear Substances and Radiation Devices Licensing Division</i>			◆◆	◆◆						

REGULATORY OPERATIONS BRANCH	Title of Office	37(2)(a)	37(2)(b)	37(2)(c)	37(2)(d)	37(2)(e) [designate inspectors]	37(2)(e) [designate analysts]	37(2)(f)	37(2)(g)	37(2)(h)	65.05
	<b>Director</b> <i>Transport Licensing and Strategic Support Division</i>	✓		◆◆	◆◆			◆	◆		
	<b>Senior Certification Engineer</b> (maximum 4 positions) <i>Transport Licensing and Strategic Support Division</i>	◆◆		◆◆	◆◆						
	<b>Director</b> <i>Operations Inspection Division</i>							◆	◆		
	<b>Director General</b> <i>Directorate of Nuclear Cycle and Facilities Regulation</i>			◆	◆	◆		◆	◆		◆
	<b>Director</b> <i>Canadian Nuclear Laboratories Regulatory Program Division</i>							◆◆			
	<b>Director General</b> <i>Directorate of Power Reactor Regulation</i>					◆		◆	◆		◆
	<b>Director</b> <i>Bruce Regulatory Program Division</i>							◆◆			
	<b>Director</b> <i>Pickering Regulatory Program Division</i>							◆◆			
	<b>Director</b> <i>Darlington Regulatory Program Division</i>							◆◆			
	<b>Director</b> <i>Point Lepreau Regulatory Program Division</i>							◆◆			
	<b>Director General</b> <i>Directorate of Advanced Reactor Technologies</i>					◆		◆	◆		◆

Title of Office	37(2)(a)	37(2)(b)	37(2)(c)	37(2)(d)	37(2)(e) [designate inspectors]	37(2)(e) [designate analysts]	37(2)(f)	37(2)(g)	37(2)(h)	65.05
VP and Chief Science Officer Technical Support Branch		✓	✓	✓	✓	✓	✓	✓	✓	✓
Director General Directorate of Environmental and Radiation Protection and Assessment			◆	◆	◆	✓	◆	◆	✓	◆
Director Radiation Protection Division									✓	
Director General Directorate of Safety Management		◆					◆	◆		◆
Director Personnel Certification Division		◆◆*								
Senior Examination and Certification Officer (maximum 2 positions) Personnel Certification Division		◆◆**								
Director General Directorate of Security and Safeguards			◆	◆	◆		◆	◆		◆
Director Non-Proliferation and Export Controls Division			◆◆	◆◆						
Senior Advisor (maximum 3 positions) Non-Proliferation and Export Controls Division			◆◆	◆◆						

- 31 DO positions defined in [2014](#) (CMD 14-M24)
- 3 additional DO positions added in 2019 (CMD 19-H110)
- 1 additional DO position added in 2020 (CMD 20-H109)
- 2 additional DO positions added in 2024 (CMD 24-H106)

#### Legend



Fully authorized



Authority restricted to the directorate's licensing and certification mandate



Authority restricted to the division's licensing and certification mandate



Decertification of NPP operators(s) will only be exercised by designated DGs and VPs



Authorities restricted to the certification of exposure device operators



# APPENDIX D

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## DO Authorities Carried Out in 2024



# DO Authorities Carried Out – 2024 (1/2)

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Title of Office / Division	Designated Officer Authorities carried out in 2024								
	37(2)								65.05
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	
<b>Executive VP of Regulatory Operations Branch and Chief Regulatory Operations Officer</b>									0
<b>Director General, Directorate of Nuclear Substance Regulation</b>					13		3		20
Accelerators and Class II Facilities Division		18	40	221					279
Nuclear Substances and Radiation Devices Licensing Division			72	1186			1		1259
Transport Licensing and Strategic Support Division	56		36						92
Operations Inspection Division							3		3
<b>Director General, Directorate of Nuclear Cycle and Facilities Regulation</b>				3	12	1			18
Canadian Nuclear Laboratories Regulatory Program Division									0
<b>Director General, Directorate of Power Reactors Regulation</b>					8				8
<b>Director General, Directorate of Advanced Reactor Technologies</b>									0
<b>VP of Technical Support Branch and Chief Science Officer</b>									0
<b>Director General, Directorate of Environmental and Radiation Protection and Assessment</b>				7	1				8
Radiation Protection Division									0
<b>Director General, Directorate of Safety Management</b>		12							12
Personnel Certification Division		550							550
<b>Director General, Directorate of Security and Safeguards</b>					3				3
Non-Proliferation and Export Controls Division			842	256					1098
<b>Total</b>	<b>56</b>	<b>580</b>	<b>990</b>	<b>1673</b>	<b>37</b>	<b>1</b>	<b>7</b>	<b>0</b>	<b>3350</b>

See [Appendix C](#) for a summary of DO authorities under 37(2) and 65.05 (AMPs) of the NSCA

Position not authorized for this DO authority

Authority not exercised in 2024

Number of times duty carried out in 2024



## DO Authorities Carried Out – 2024 (2/2)

32

### **3,299 licensing and certification authorities carried out in 2024 including**

- 1,629 decisions made by DNSR DOs
  - 148 licences issued
  - 363 licences renewed
  - 813 licences amended
  - 132 licences revoked
  - 99 licences transferred
  - 56 prescribed equipment certificates granted
  - 18 personnel certificates granted
- 1,098 decisions made by DSS DOs
  - 842 licences issued
  - 256 licences amended or revoked
- 562 personnel certificates granted by DSM DOs
- 7 licences renewed or amended by DERPA DO
- 3 licences renewed or amended by DNCFR DO

### **51 non-licensing/certification authorities carried out in 2024 including**

- 13 inspector designations, 7 inspector orders confirmations, and 4 AMPs issued by DNSR DOs
- 12 inspector designations, 1 DO order, and 2 AMPs issued by DNCFR DO
- 8 inspectors designated by DPRR DO
- 3 inspectors designated by DSS DO
- 1 analyst designated by DERPA DO

**DOs carried out 3,350 authorities in 2024**





# Other Notable DO Authorities

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## Administrative Monetary Penalties (AMPs)

Section 65.05 of the NSCA allows the issuance AMPs to an individual or a corporation

- Up to \$20,000 for individuals and up to \$100,000 for corporations

## DO Orders

Paragraph 37(2)(f) allows authorized DOs to make orders

- Orders made by a DO must be referred to the Commission

	2020	2021	2022	2023	2024
AMPs	2	1	1	5	6
DO Orders	0	3	0	1	1

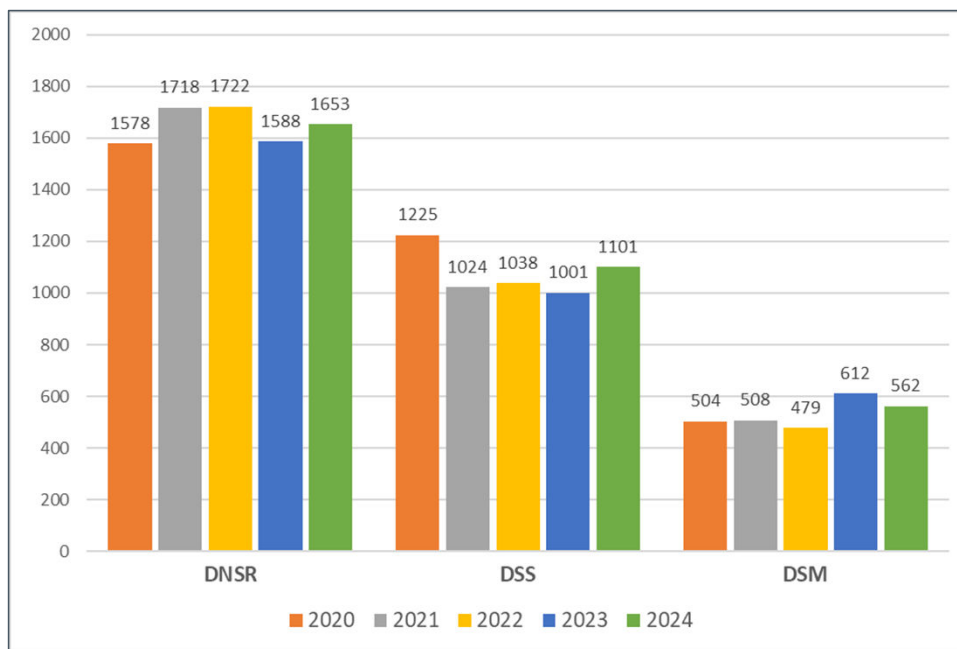
Details about AMPs and DO orders are available on the [CNSC website](#)



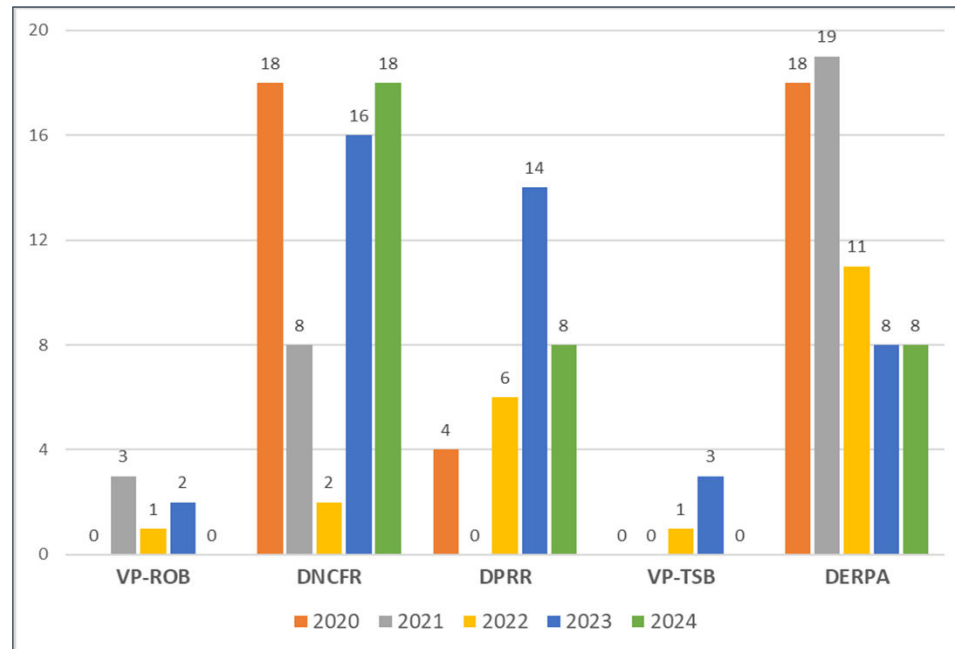
# Number of DO Authorities by Directorate: 2024 vs Previous Years

34

## Number of DO authorities carried out by directorates with the most DO decisions



## Number of DO authorities carried out by remaining three directorates and VPs





# APPENDIX E

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## 2024 DO Decisions Reportable to the Commission

Pursuant to subsection 37(5) of the NSCA



## 37(5) DO Decisions for 2024 (1/2)

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<b>37(5)(a)</b>	<b>37(5)(b)</b>
<p><b>3</b> refusals to issue an export licence by DO in the Non-Proliferation and Export Controls Division</p> <p>On the basis that the proposed export would be inconsistent with the measures which Canada has adopted with respect to the implementation of Canada's international obligations on the non-proliferation of nuclear weapons or other nuclear explosive devices</p>	<p><b>88</b> licences issued with a financial guarantee</p> <ul style="list-style-type: none"><li>• <b>30</b> by the Accelerators and Class II Facilities Division DOs</li><li>• <b>58</b> by the Nuclear Substances and Radiation Devices Licensing Division DOs</li></ul>



## 37(5) DO Decisions for 2024 (2/2)

37

### 37(5)(d)

**7 inspector orders\*** confirmed by DOs in the Directorate of Nuclear Substance Regulation

Order #	Date of DO Decision	Date of Order	DO Decision	Licence #	Licensee
1275	2024-06-04	2024-05-07	Confirm	15185-1-26.1	1908273 Ontario Ltd. (Vitalim Diagnostic Imaging)
1264	2024-06-21	2024-05-30	Confirm	12085-1-25.1	C. Villeneuve Construction Co. Ltd.
0494	2024-09-11	2024-07-22	Confirm	60208-1-27.1	Accurate Materials Testing Ltd.
1010	2024-09-13	2024-08-15	Confirm	16967-3-25.0	Metro Testing & Engineering Ltd.
1167	2024-10-18	2024-09-16	Confirm	60446-1-27.1	Civil North Consulting Ltd.
1166	2024-10-18	2024-09-17	Confirm	16507-1-28.0	Enviro-Ex Contracting Ltd.
1193	2024-11-27	2024-10-23	Confirm	60443-1-27.0	Sunshine Coast Materials Testing Ltd.

\* Further information on the inspector orders made in 2024 will be included in the 2024 Regulatory Oversight Report applicable to that licensee



## APPENDIX F

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# 2024 DO Community Forum



# 2024 DO Community Forum - Agenda

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Subject/ Objet	Designated Officers Community Forum 2024 / Forum de la communauté des fonctionnaires désignés 2024		
Date	THURSDAY, SEPTEMBER 19, 2024 / JEUDI LE 19 SEPTEMBRE 2024		
Time / Heure	1:15 PM – 3:15 PM	Duration/Durée: 2 hrs	
Agenda ~ Ordre du jour	1.	<b>Welcome, Opening Remarks / Bienvenue, message d'ouverture</b> C. Salmon (Commission Registry / Greffe de la Commission)	13h15 – 13h30
	2.	Opportunity to be heard for a DO decision / Possibilité d'être entendu au sujet d'une décision du fonctionnaire désigné R. Ringer (LCAB / DGAJC). <i>Presentation may be provided upon request / La présentation peut être fournie sur demande</i>	13h30 – 14h15
	3.	CNSC's Approach to Inspector Designations / L'approche de la CCSN concernant la désignation des inspecteurs(trices) M. Laflamme, L. Shugart (OPSEC / SCDO) E-doc <a href="#">7343931</a> (English) / <a href="#">7354462</a> (French)	14h15 – 15h00
	4.	<b>Wrap up / Sommaire de la journée</b> T. Panichevska (Commission Registry / Greffe de la Commission)	15h00 – 15h15



# 2024 DO Community Forum - discussions

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## Seventh DO Community Forum September 19, 2024

- Fifth virtual forum
- Discussions and Highlights
  - Legal Services refresher on the DOs role under the NSCA, considerations for decision-making, requirements for reporting to the Commission
  - Operations Secretariat overview of the CNSC's process for designating inspectors: current approach works well
  - Value of case studies
  - Support of virtual, shorter format of the Forum



Supporting a collaborative DO Community