



Decommissioning Nuclear substances and radiation devices licences (Unsealed Sources Only)

In the interest of health, safety, security and protection of the environment, decommissioning refers to the actions taken to retire a licensed activity or facility permanently from service and render it to a predetermined end-state condition, as per [Regulatory Guide G-219, Decommissioning Planning for Licensed Activities](#).

This checklist has been developed to provide guidance to licensees that hold nuclear substances and radiation devices licences.

Checklist for Decommissioning

- Cease work involving nuclear substances and/or radiation devices
- Remove all nuclear substances and radiation devices from the area, room or enclosure to be decommissioned
- Transfer all nuclear substances and radiation devices to another storage location or licensee authorized to possess the nuclear substances and radiation devices
- Choose appropriate method for assessing contamination based on isotopes of interest
- Develop contamination survey map including survey methodology
- Survey for contamination
- Decontaminate, if survey results exceed contamination criteria specified on the licence
- Survey for contamination after decontamination has been completed
- Remove all radiation warning signs
- Submit decommissioning report to CNSC staff for review including the following information:
 - licence number
 - date of decommissioning
 - nuclear substances and radiation devices used in the decommissioned area
 - date nuclear substances and radiation devices were last manipulated/used in the decommissioned area
 - confirmation of transfer of nuclear substances and radiation devices, specifically:
 - name and licence number of licensee that nuclear substances and radiation devices were transferred to
 - proof of transfer
 - description or diagram of the decommissioned area
 - contamination criteria used for decommissioning
 - survey results, method used and instrument used
 - survey results expressed in Bq/cm² (demonstrate how CPM or CPS are converted into Bq/cm²)
 - detection efficiency of instrument used for nuclear substances surveyed
 - confirmation that radiation warning signs have been removed
- Request revocation of licence once decommissioning report is accepted by the CNSC, if applicable. (See the [revocation request form](#))
- Release of licensed area from regulatory control
- Maintain decommissioning records for the period ending 1 year after the expiry of the licence