



Representatives of Applicants and Licensees

Class II and manual brachytherapy licence applicants and licensees

Requirement

Pursuant to paragraph 15(a) of the *General Nuclear Safety and Control Regulations*, every applicant and licensee must notify the Commission of persons who have authority to act for them in their dealings with the Commission. This may include licence applications, amendments and revocations, reporting to the Commission as required by the regulations or licence and responding to notices of non-compliance. Statements and representations made by a representative of an applicant or licensee are binding on the applicant or licensee.

Selection of representatives

A senior manager must be identified as the “Applicant Authority”. The Applicant Authority must be a duly-authorized representative of the applicant and have sufficient authority to direct human and financial resources required to address any issue of non-compliance as identified by the CNSC.

The Radiation Safety Officer is normally the person responsible for the management and control of the licensed activities in accordance with paragraph 15(b) of the *General Nuclear Safety and Control Regulations* and is normally considered authorized to act for the applicant or licensee.

Additional representatives may be identified by the Applicant Authority.

When to use this form

This form must be completed and submitted by applicants not currently holding a Class II or manual brachytherapy licence. This form **must also be completed and submitted within 15 days of any change to the information provided in this form in accordance with paragraph 15(c) of the *General Nuclear Safety and Control Regulations*.**

How to use this form

Complete Annex 1: Applicant Authority information, Annex 2: Representatives of Applicant or Licensee, or both. Submission may be scanned and emailed using the contact information listed below. Submission by facsimile or mail is also acceptable.

Annex 1: Applicant Authority information

Name: _____ Title: _____

Applicant or licensee name: _____

Corporate address: _____

Mailing address: _____

Business telephone number: _____

Business email address: _____

I have read and agree with the following attestations:

1. I am a duly authorized representative of the applicant.
2. I have sufficient authority delegated to my position such that I can direct human and financial resources required to address any issue of non-compliance, as may be identified by the CNSC.
3. I am aware of a licensee's obligations to comply with the *Nuclear Safety and Control Act* and all related regulations.
4. I am aware of the obligations as a CNSC licensee, pursuant to subsection 12(1) of the *General Nuclear Safety and Control Regulations* under the *Nuclear Safety and Control Act*.
5. I am aware of the requirement to notify the Commission within 15 days of any changes in the persons identified in section 15 of the *General Nuclear Safety and Control Regulations* under the *Nuclear Safety and Control Act*.
6. All statements and representations that I make are binding on the applicant or licensee.
7. I am aware that it is an offence, pursuant to paragraph 48(d) of the *Nuclear Safety and Control Act*, to knowingly make a false or misleading written or oral statement to the Commission or a designated officer.
8. I am aware of the obligations for medical supervision pursuant to section 20 of the *Class II Nuclear Facilities and Prescribed Equipment Regulations* and section 16 of the *Nuclear Substances and Radiation Devices Regulations* (medical facilities only).
9. I acknowledge the requirement to ensure sufficient resources will be available to safely terminate licensed activities authorized under all Class II licences. The amount of this financial guarantee may be determined using the formula published on the CNSC website at nuclearsafety.gc.ca.

Signature: _____

Date: _____

Annex 2: Representatives of Applicant or Licensee

The Radiation Safety Officer must complete section A1. Additional representatives other than the Applicant Authority and RSO may be identified in section A2. The Applicant Authority must complete section B.

Section A1: Radiation Safety Officer

The Radiation Safety Officer is normally the person responsible for the management and control of the licensed activities in accordance with Section 15(b) of the *General Nuclear Safety and Control Regulations* and is normally authorized to act for the applicant or licensee.

Name: _____ Business telephone number: _____
Title: _____ Business email address: _____

I _____ understand that statements and representations made by me are binding on the licensee.

Signature: _____ Date: _____

Section A2: Other persons authorized to act for the applicant or licensee

Name: _____ Business telephone number: _____
Title: _____ Business email address: _____

I _____ understand that statements and representations made by me are binding on the licensee.

Signature: _____ Date: _____

Name: _____ Business telephone number: _____
Title: _____ Business email address: _____

I _____ understand that statements and representations made by me are binding on the licensee.

Signature: _____ Date: _____

Section B: Authorization by licensee

As the Applicant Authority, I hereby authorize the person(s) identified in section A to act on behalf of the licensee or applicant.

Signature: _____

Date: _____