



Guidance for General Licensees

State of Nevada Health Division
Bureau of Health Protection Services
Radiological Health Section

1. What is a General Licensed (GL) Device?

GL devices are devices containing radioactive material and are typically used to detect, measure, or control the density, level or chemical composition of various items. Examples of such devices are gas chromatography (detector cells), density gauges, fill-level gauges, and static elimination devices. One of the more widely used devices are self-illuminating signs.

2. Who is required to register a general licensed device or obtain a letter of authorization under general license in the State of Nevada?

As provided by **NAC 459.218 (12)(a)** generally licensed devices subject to registration are devices used and/or stored in the state that contain at least one of the following radionuclides, in an amount equal to or greater than the indicated quantity at the time of manufacture:

- 370 megabecquerel (10 millicurie) of cesium-137
- 3.7 megabecquerel (0.1 millicurie) of strontium-90;
- 37 megabecquerel (1 millicurie) of cobalt-60;
- 37 megabecquerel (1 millicurie) of americium-241, or
- 37 megabecquerel (1 millicurie) of any transuranic element, [i.e., atomic number greater than uranium-92, including curium-244, plutonium-238, plutonium-239, and californium-252]

2a. One annual registration of devices, including an inventory, per facility is required.

2b. A company or person seeking reciprocity pursuant to a specific license issued by the Nuclear Regulatory Commission or an Agreement State is issued a general license pursuant to **NAC 459.210**, but must obtain a letter of authorization from the Division to conduct licensed activities.

2c. If you receive, or have received a GL device through an unauthorized means, contact the State of Nevada Health Division, Bureau of Health Protection Services, Radiological Health Section (See Question #10).

3. What is the General License Registration Inventory?

The inventory confirms that the Division (State of Nevada Health Division, Bureau of Health Protection Services, Radiological Health Section) has an accurate inventory of devices for a general licensee. All general licenses are required to maintain control of their generally licensed devices.

4. How do I know if I have a GL device?

Look at the device labels. GL, devices should have labels containing such words as: "Caution-Radioactive material. The receipt, use, and transfer of the device are subject to a general license."; OR identification of the radioactive material, such as "5 millicuries of cesium-137" or "1 mCi of Am-241" with an indication of being subject to a general license.

Also, review any paperwork (such as manuals or brochures) that you received with the device. The manufacturer can provide you with information on the radioactivity contained within the device and whether or not the device is subject to Nuclear Regulatory Commission (NRC) or an Agreement State Regulation. If the manufacturer is not available, contact the Division.

Similar Devices are not always a GL Device. Various factors can influence the designation of a GL device. Possession or use of similar devices may require a specific license. Manufacturers or distributors cannot transfer specifically licensed devices to customers who do not have a specific license to possess such a device. The customer must apply to the Division, the NRC or Agreement State for such a license.

5. What are the requirements for a GL?

GL's are subject to the **NAC 459.218**. General License requirements include:

5a. Appoint a responsible individual – NAC 459.218 (11)

This responsible individual will know about the requirements of a General Licensee and have the authority to carry out the necessary duties to comply with the regulatory requirements. These requirements are:

5b. Routine Maintenance & Records NAC 459.218 (1-4)

- Maintain labels.
- Comply with the instructions and precautions provided on the labels, including any referenced documents such as operating and service manuals.
- If applicable, perform leak test every six months or at intervals specified in the label and in accordance with manufacturer's instructions.
- If applicable, perform shutter test every six months or at intervals specified on the label and in accordance with manufacturer's instructions (unless in storage or otherwise indicated on the label).

- Assure that leak testing, shutter testing and other testing, installation, servicing and removal from service activities are performed in accordance with instructions provided by the labels or by persons holding specific licenses authorized to perform such activities.
- Maintain records of testing, installation, maintenance, and removal from service. The records must be maintained for a period of two years from the date of the recorded event or until the device is transferred or disposed of.

5c. Requirements if the Device Becomes Damaged or Fails a Shutter or Leak Test NAC459.218(5)

- Immediately suspend operation of the device and notify the Radiological Health Section of the Division.
- Immediately contact the Division at (775) 687 -7550 (M-F 8 AM – 5 PM) or after hours Emergency Response Hot Line (877) 438-7231 (Tell the Duty Officer you have an incident to report involving radioactive materials.)
- Have the device repaired or properly disposed of by the manufacturer or distributor.
- Provide to the Division, within 30 days, a brief description of the event and remedial actions taken.
- If contamination is measured as equal to or greater than 185 becquerels (0.005 microcuries) or is likely to have resulted from the event, develop and submit a plan to the Division for ensuring that the premises and environs are acceptable for unrestricted use.

5d. Recommended Additional Actions to be Taken in the Case of Damage to the Device Resulting in Loss of Containment

- Immediately secure the area and keep people away from the device until the situation is assessed and radiation levels are known. If equipment is involved, isolate it until it is determined there is no contamination present.
- Perform first aid for any injured individuals but remove them from the area only when medically safe to do so.
- Arrange for a radiation survey to be conducted as soon as possible by a knowledgeable person using an appropriate radiation detector (survey meter). This person could be a representative of a manufacturer or distributor, a local emergency responder, a consultant, or a licensee employee using a radiation survey meter. To accurately assess the radiation hazard, it is essential that the person performing the survey be competent in the use of a radiation survey meter.

See Reporting Requirements Listed on the Tables Below

Registration Reporting Requirements for General Licensees NAC 459.218

Type of Report	Contents of Report	Frequency	Send To
General Licensee Registration	The following information and any other information specifically requested by the Division: (A) Name, mailing address, phone & fax number. (B) Name of responsible individual, title, mailing address, phone & fax number. (C) Address where the device is used and/or stored. (D) Identification of device by Manufacturer's (or initial transferor's) name, model number and serial number, radioisotope and activity (E) Certification that the information concerning the devices(s) has been verified through a physical inventory and checking the label (F) Certification by the responsible individual that he/she is aware of the requirements of the general license. (G) Name of initial transferor	Annual	(Upon Request) State of Nevada Health Division, Radiological Health Section 4150 Technology Way, Suite 300 Carson City, Nevada 89706
Transfer, or disposal	Identification of device by manufacturer's (or initial transferor's) name, model number and serial number; name, address and license number of recipient; and date of transfer.	Within 30 days of transfer, disposal or export.	State of Nevada Health Division, Radiological Health Section 4150 Technology Way, Suite 300 Carson City, Nevada 89706
Transfer report for change of ownership (where device remains in use at a particular location).	Manufacturer's (or initial transferor's) name, number and serial number; name and address of the transferee; and name, title and phone number of the responsible individual of the transferee.	Within 30 days of transfer.	State of Nevada Health Division, Radiological Health Section 4150 Technology Way, Suite 300 Carson City, Nevada 89706
Report if device becomes damaged or fails a shutter or leak test.	Brief description of the event and remedial actions taken and a plan (if contamination is measured or likely) for ensuring that the premises and environs are acceptable of unrestricted use.	Within 30 days of occurrence.	State of Nevada Health Division, Radiological Health Section 4150 Technology Way, Suite 300 Carson City, Nevada 89706

Reporting Requirements for General Licenses NAC 459.218
Continued

Type of Report	Contents of Report	Frequency	Send To
Report name change of licensee	New name of general licensee.	Within 30 days of occurrence.	State of Nevada Health Division, Radiological Health Section 4150 Technology Way, Suite 300 Carson City, Nevada 89706
Report of change of mailing address of the location of use (NOTE: In the case of portable devices, this only applies to the mailing address of the devices primary place of storage.)	New mailing address where device is used or stored.	Within 30 days after moving the device.	State of Nevada Health Division, Radiological Health Section 4150 Technology Way, Suite 300 Carson City, Nevada 89706
Report of incidents or lost or stolen devices.	The following information: (A) Description of the radioactive material; (B) Description of the circumstances under which the loss or theft occurred; (C) Disposition of the radioactive material; (D) Radiation exposure to individuals; (E) Actions taken to recover the material; (F) Actions taken to prevent recurrence.	Call Radiological Health Section with in one business day; written report within 30 days of the incident.	State of Nevada Health Division, Radiological Health Section 4150 Technology Way, Suite 300 Carson City, Nevada 89706
Bankruptcy NAC 459.198 (3)	Notification of a voluntary or involuntary petition for bankruptcy under any chapter of Title 11 (Bankruptcy) of the U.S.Code.	Immediately following the filing of a voluntary or involuntary petition for bankruptcy.	State of Nevada Health Division, Radiological Health Section 4150 Technology Way, Suite 300 Carson City, Nevada 89706

6. Can I relocate my device(s) from one location to another?

You should contact the manufacturer or distributor to determine if your device(s) has been approved for relocation/installation and who may conduct relocation/installation activities. Manufacturer's instructions for who may perform the relocation (installation/service) should be adhered to. Relocation is considered from one location to another within a given facility.

7. Is there reciprocity for GL devices?

No, there is no reciprocity provision applicable to general licensees.

General licensees intending on moving from one jurisdiction to another should contact the applicable Agreement State or NRC before moving to determine the applicable regulations in their jurisdictions. Specific provisions of the general license may vary among jurisdictions.

8. How can I transfer or dispose of a GL device?

It is unlawful to abandon or dispose of generally licensed devices except by transfer to: (1) a person holding a specific license under **NAC 459 218(7)**, or equivalent NRC or Agreement State regulations, such as the device manufacturer; or (2) a person holding a specific license that authorizes waste collection, such as a waste broker.

Contact the device manufacturer or authorized waste collector for an estimate of what it may cost to dispose of a generally licensed device. General licensees are responsible for all fees associated with disposal and transfer.

Refer to **Attachment A** for information concerning the transfer or disposal of a generally licensed device from a general licensee to a specific licensee including disposal.

In the case of a change of ownership where a GL device remains in use at a particular location, the new owner will be the new general licensee. The seller must provide copies of **NAC 459.010 to 459.794** and any safety documents identified on the device label to the new general licensee within 30 days after the transfer.

Refer to **Attachment B** for information concerning transferring a generally licensed device to a general licensee only if the device remains in use at a particular location.

9. Can I keep a device that I am not using?

GL devices not in use can only be stored for two years as provided by **NAC 459 218 (14)**. After two years, the device must be properly transferred or disposed of. During this period of non-use, the shutter must be locked in the closed position. Devices kept in standby for future use are excluded from the two-year time limit if the general licensee performs a quarterly physical inventory of the device while it is in standby.

10. Who can answer additional questions?

You can call the device manufacturer to assist you with specific questions dealing with the device.

If you have questions about your General License you may contact:

State of Nevada Health Division
Bureau of Health Protection Services
Radiological Health Section
4150 Technology Way, Suite 300
Carson City, Nevada 89706
(775) 687-7550

The Nevada State Health Division, Radiological Health Section webpage is:
http://health.nv.gov/index.php?option=com_content&task=view&id=291&Itemid=451

The regulations can be viewed at:
<http://www.leg.state.nv.us/NAC/NAC-459.html>

11. Are there fees associated with generally licensed devices?

A non-refundable fee shall be paid annually for each general license who meets the registration criteria. This criteria is based on the type and quantity of radioactive material being used as outlined in **459.218(12)a.** The current fee for registration of devices under general license is \$250.00 per facility. The fee shall be paid in full each year on or before the expiration date of the registration.

The division will attempt to provide an invoice in advance of the due date, however, timely payment of the annual fee is ultimately the responsibility of the licensee. Failure to annually register to include annual registration fee payment may result in escalated enforcement actions.

12. What if I do not want to be subject to the annual fee?

If a facility does not want to be subject to registration, they must transfer or dispose of their device(s) to a specific licensee whose license authorizes them to receive the device.

ATTACHMENT A

**INFORMATION NEEDED FOR TRANSFERING or
DISPOSAL OF A GENERAL LICENSE DEVICE FROM A GENERAL LICENSEE TO A
SPECIFIC LICENSEE**

A general licensee must furnish a report to the Division within 30 days after the transfer of a device to a specific licensee, as provided by NAC.459.218(7). The specific licensee must have a license that authorizes the receipt of the device(s). The report must contain the following information:

TRANSFEROR'S INFORMATION

General License Number _____

General Licensee's Name _____

Contact Person _____

Contact's Phone Number _____

ITEM(S) TRANSFERRED INFORMATION

ID#	Date of Transfer	Type of Device	Model Number	Serial Number	Isotope	Activity and Units

SPECIFIC LICENSEE TO WHOM THE DEVICE(S) IS TRANSFERRED INFORMATION

Name _____

License Number _____

Address

Date of Transfer _____

ATTACHMENT B

**INFORMATION NEEDED FOR TRANSFERRING A GENERAL LICENSE DEVICE
TO A GENERAL LICENSEE ONLY IF THE
DEVICE REMAINS IN USE AT A PARTICULAR LOCATION**

In such case the transferor must give the transferee a copy of NAC 450.010 to 459.794 and any safety documents identified in the label of the device. Within 30 days of the transfer, the transferor must report to the division the following:

TRANSFEROR'S INFORMATION

General License Number _____

General Licensee's Name _____

Contact Person _____

Contact's Phone Number _____

Mailing Address for the location of use _____

ITEM(S) TRANSFERRED INFORMATION

ID#	Date of Transfer	Type of Device	Model Number	Serial Number	Isotope	Activity and Units

Date of Transfer _____

TRANSFEEEE INFORMATION

Transferee Name _____

**Name and Title of Responsible Individual identified by the transferee:

Name _____ Title _____

Phone Number _____

Address _____

**The responsible person will be an individual responsible for having knowledge of the appropriate regulations and requirements and the authority for taking required actions to comply with appropriate regulations and requirements. The general licensee, through this individual, must ensure the day-to-day compliance with appropriate regulations and requirements. This appointment does not relieve the general licensee of any of its responsibilities in this regard.