

## Notice of Disposal of Irradiating Apparatus

(where Application to Acquire was paper-based)

This form is for notifying the Radiation Safety Committee (RSC) of the disposal of irradiating apparatus, where the original Application to Acquire was paper-based.

### Notice of Disposal Instructions

1. Complete sections 1 and 2 of this form and send to the RSC within 72 hours of disposal of the apparatus. **Attach a scanned copy of the approval to acquire to this Notice of Disposal.**
2. The Chair of the RSC will authorise section 3 and the form will be returned to you for your records.

1	Apparatus Details
<b>Apparatus:</b> ..... <b>Supplier Name:</b> ..... <b>Supplier Address:</b> .....  <b>Location of Apparatus. Building:</b> ..... <b>Room:</b> ..... <b>Briefly describe the main use/s of the apparatus:</b> <div style="border: 1px solid black; height: 40px; width: 100%;"></div> <b>Duration of use. From:</b> ..... <b>To:</b> .....	

2	Notice of Disposal
<b>Date of Disposal:</b> ..... <b>Disposal Method and Details:</b> <div style="border: 1px solid black; height: 120px; width: 100%;"></div> <b>Disposed By (Name):</b> ..... <b>Radiation Licence #:</b> ..... <b>Expiry:</b> ..... <b>Licence Conditions:</b> .....  <b>Signature:</b> ..... <b>Date:</b> .....	

Send this Notice of Disposal to [RadiationSafety@csu.edu.au](mailto:RadiationSafety@csu.edu.au) within 72 hrs of disposal of apparatus.

Electronic files with digital signatures are preferred. If this is not possible, please print, sign and scan.

3	<i>Radiation Safety Committee Use Only</i>	
<b>EPA Licence updated by:</b> ..... <b>Date:</b> .....  <b>Approval No:</b> ..... <b>Signature:</b> ..... <b>Date:</b> ..... <div style="text-align: center; font-size: small;">Radiation Management Licence Holder (or delegate)</div>		