



REPUBLIC OF MAURITIUS

RADIATION SAFETY AND NUCLEAR SECURITY AUTHORITY

Notification Form for Appointment of a Radiation Protection Officer

Please read the attached **Notes and Instructions** and [Guide on the Appointment of a Radiation Protection Officer](#) for completing this notification form.

1. RADIATION PROTECTION OFFICER (RPO)

Name												
National ID No./ Passport No.												
Designation												
Address												
Tel.					Mobile							
Email												
Effective Date of Appointment												

2. DETAILS OF FACILITY

Licence Certificate Number	LIC	-					-			
Name of Facility										
Address of Facility										

FOR OFFICE USE ONLY

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3. ATTACHED DOCUMENTS

The following documents **should** be attached to the duly completed notification form –

- (i) **A letter for the appointment of a Radiation Protection Officer or A justification letter.**
- (ii) **A copy of the National Identity Card or A copy of the first two pages of the passport of the Radiation Protection Officer.**

Please tick the appropriate boxes below to confirm that the required documents have been attached to the notification form.

1. Letter for the appointment of a Radiation Protection Officer or Justification Letter	☐ Yes	☐ No
2. Copy of the National Identity Card or copy of the first two pages of passport	☐ Yes	☐ No

4. DECLARATION

I,,
on behalf of (*self or name of company*),
in my capacity as (*insert designation*),
do hereby declare that to the best of my knowledge and belief, all information contained herein, including any supplement attached hereto or submitted as part of the notification, is true and accurate.

Date

Signature

NOTES AND INSTRUCTIONS

These notes and instructions are intended to assist in the completion of this Notification Form for Appointment of a Radiation Protection Officer (RPO). For any additional information regarding the appointment of a RPO, please contact the Radiation Safety and Nuclear Security Authority (Tel: 434-3000; Email: rsnsa@govmu.org)

General

1. Every notification for the appointment of a RPO should **solely** be made using this notification form.
2. All sections of this notification form are **mandatory** and should be duly completed prior to submission to the Authority.
3. The completed notification form for the Appointment of a Radiation Protection Officer should be submitted to ***The Director, Radiation Safety and Nuclear Security Authority, Royal Road, Helvetia, MOKA***. The notification form may also be submitted to the Authority by email on the following address rsnsa@govmu.org.

Section 1

4. In this section, the full name, National Identity Number or Passport Number, designation, address and contact details of the RPO formally appointed by the licensee under Section 20(1)(c) of the Radiation Safety and Nuclear Security Act 2018 should be provided. The effective date of appointment of the RPO should also be provided.

Section 2

5. The Licence Certificate Number, name and address of the facility should be provided in this section. The Licence Certificate Number (LIC-XXXX-XXX) should be provided exactly as it appears on the licence certificate issued by the Authority.

Section 3

6. This section should be completed by ticking the appropriate boxes to confirm that all the required documents have been attached to the notification form. A copy of the National Identity Card of the applicant issued by the Government of Mauritius (applicable if the RPO is a citizen of Mauritius) or copy of the first two pages of the passport (applicable only if the RPO is a non-citizen of Mauritius) should be submitted together with the Notification Form.

A justification letter is a letter submitted by the licensee or the Head of the licensee's organisation providing the reasons for his/her self-appointment as the RPO. In such cases, the licensee or the Head of the licensee's organisation may assume the duties of the RPO.

Section 4

7. This section should be signed and dated to confirm that all information provided in the notification form, including all additional information and documents attached thereto, is true and accurate. Where the licensee is an individual, the declaration should be duly signed by the licensee. Where the licensee is a company, the declaration should be signed by the Head of the organisation or his/her representative who is part of the senior management of the organisation.