



RADIATION PROTECTION BOARD
MINISTRY OF HEALTH



REGULATORY PROCESS FOR SETTING UP A RADIATION FACILITY
(CAP.243-LAWS OF KENYA, RADIATION PROTECTION ACT)

- (i) Notification to the Regulatory Authority (Radiation Protection Board) of an intention to possess and use an irradiating device/radioactive materials. Ref: Section 10(2) Cap. 243
- (ii) Where applicable, the intended owner shall make an application on the prescribed forms i.e. GKLRP 2
- (iii) Evaluation and input by the Regulatory Authority.
- (iv) Construction/modification in consultation with the Regulatory Authority
- (v) Inspection and issuance
- (vi) Submission of the prescribed application form i.e. GKRP 2
- (vii) Issuance of authority to install the radiation device by the Regulatory Authority.

Note:

- a. **The installing Engineer(s) must be registered and licensed by the Board**
 - b. **Where the irradiating device is to be imported, an import license of the device shall be obtained from the Board on application. GKLRP 1**
 - c. **Where the device is purchased locally, the dealer shall be one duly licensed by the Board vide the prescribed application form number GKLRP1 to deal in radiation devices and radioactive materials**
- (viii) Quality Assurance performance tests
 - (ix) Appointment of a Radiation Safety Officer (R.S.O.) by the owner of the facility to ensure:
 - (1) That all radiation workers at the facility are licensed by the Board i.e. vide the prescribed application form GKLRP4
 - (2) That all the workers are provided with at least one radiation monitoring device; on a monthly basis, and a medical check-up after every six months
 - (3) The R.S.O. shall also maintain the following file records at the department
 - (a) Board communications
 - (b) Board licenses
 - (c) Personnel monitoring dose reports
 - (d) Maintenance i.e. service, repair and QA reports
 - (e) Irradiation work logs e.g. patient records in case of a medical radiation facility
 - (x) Notification of any change in “applied for” status
 - (xi) all other provisions of the Act and regulations made there under