

**RHODE ISLAND RADIATION CONTROL AGENCY**

**REPORT OF PROPOSED ACTIVITIES IN RHODE ISLAND  
EXCEPT FOR AREAS UNDER EXCLUSIVE FEDERAL JURISDICTION**

*[Please read the instructions before completing this form]*

1. NAME OF LICENSEE <i>(Person or firm proposing to conduct the activities described below)</i>	2. TYPE OF REPORT <input type="checkbox"/> INITIAL <input type="checkbox"/> REVISION <input type="checkbox"/> CLARIFICATION	
3. ADDRESS OF LICENSEE <i>(Mailing address or other location where licensee may be located)</i>	4. LICENSEE CONTACT AND TITLE	
	5. TELEPHONE NUMBER <small>(Include Area Code)</small>	6. FACSIMILE NUMBER <small>(Include Area Code)</small>

**7. ACTIVITIES TO BE CONDUCTED UNDER THE GENERAL LICENSE IN SECTION C.6.1  
OF THE RULES AND REGULATIONS FOR THE CONTROL OF RADIATION**

- Radiography                       Leak Testing and/or Calibrations                       Portable Gauges [Includes XRF Analyzers]
- Well Logging                       Teletherapy/Irradiator Service [Includes Gamma Knife and MDR/HDR Brachytherapy]
- Other (Specify) \_\_\_\_\_

8. CLIENT NAME, ADDRESS, CITY/COUNTY, STATE, ZIP CODE	9. ACTUAL PHYSICAL ADDRESS OF WORK LOCATION <small>(Street and Number or other location. Give as complete an address or directions as possible.)</small>	
	10. CLIENT TELEPHONE No. <small>(Include Area Code)</small>	11. WORK LOCATION PHONE No. <small>(Include Area Code)</small>

12. DATES SCHEDULED	13. NUMBER OF WORK DAYS	14. ADD	15. DELETE	16. LOCATION REFERENCE No. <b>LEAVE BLANK</b>
FROM	TO			

**LIST ADDITIONAL WORK SITES ON SEPARATE SHEET(S) TO INCLUDE ALL INFORMATION CONTAINED IN ITEMS 9-15 ABOVE.**

17. IDENTIFY AUTHORIZED USERS & LIST RADIOACTIVE MATERIAL, WHICH WILL BE POSSESSED, USED, INSTALLED, SERVICED, OR TESTED  
(Include description of type and quantity of radioactive material, sealed sources, or devices to be used. If licensee is authorized to name individual users, also include copy of internal authorization document.)

18. NRC, AGREEMENT STATE OR LICENSING STATE SPECIFIC LICENSE WHICH AUTHORIZES THE UNDERSIGNED TO CONDUCT ACTIVITIES WHICH ARE THE SAME, EXCEPT FOR LOCATION OF USE, AS SPECIFIED IN ITEM 9. <i>(See instructions)</i>	LICENSE NUMBER	STATE	EXPIRATION DATE
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**19. CERTIFICATION (MUST BE COMPLETED BY APPLICANT)**

I, THE UNDERSIGNED, HEREBY CERTIFY THAT:

- A. All information in this report is true and complete.
- B. I have read and understand the provision of the General License in Section C.6.1 of the Rules and Regulations for the Control of Radiation (reprinted on the instructions for this form). I understand that I am required to comply with these provisions as to all radioactive material which I possess and use in Rhode Island under the General License for which this report is filed with the Rhode Island Radiation Control Agency (RCA).
- C. I understand that activities, including storage, conducted in Rhode Island under the General License in Section C.6.1 of the Rules and Regulations for the Control of Radiation are limited to a total of 180 days in any calendar year.
- D. I understand that I may be inspected by the RCA at the above listed work site locations for activities performed in Rhode Island.
- E. I understand that conduct of any activities not described above, including conduct of activities on dates or locations different from those described above or without Agency authorization, may subject me to enforcement action.

CERTIFYING OFFICER - RSO or Management Representative <i>(Name and Title)</i> SIGNATURE	DATE
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**WARNING: False statements in this certificate may be subject to civil and/or criminal penalties. RCA regulations require that submissions to the Agency be complete and accurate in all material respects.**

REVIEWING OFFICIAL <i>(Typed/Printed Name and Title)</i>	SIGNATURE	DATE	TOTAL USAGE - DAYS TO DATE
<b>FOR RCA USE ONLY</b>			

**REPORT OF PROPOSED ACTIVITIES IN Rhode Island**  
**EXCEPT FOR AREAS UNDER EXCLUSIVE FEDERAL JURISDICTION [Form MAT-9 (12/2001)]**

*PLEASE READ THIS INFORMATION AND THESE INSTRUCTIONS BEFORE COMPLETING FORM MAT-9*

Section C.6.1 of the Rules and Regulations for the Control of Radiation (Regulations) establishes a General License authorizing any person who holds a specific license from the U.S. Nuclear Regulatory Commission (NRC), another Agreement State or Licensing State to conduct the same activity in Rhode Island, except for areas under exclusive Federal jurisdiction<sup>1</sup>, if the specific license does not limit the authorized activity to specified locations or installations.

**INSTRUCTIONS**

Licensees cannot perform work in Rhode Island without either (a) filing Form MAT-9 for reciprocity in accordance with Section C.6.1 of the Regulations or (b) applying for a specific RI Radiation Control Agency (Agency) license.

In completing Form MAT-9, it is important that the information submitted on Form MAT-9 be specific regarding the location and date of use as well as the activity requested. If it is not possible to provide complete information, such as addresses for the locations of work, the licensee should provide as much information as possible. The licensee is responsible for providing additional information as Revisions or Clarifications as soon as such information becomes available.

***Item 2:*** For licensees seeking to conduct activities under reciprocity for the first time in a calendar year, submit Form MAT-9, a copy of the NRC, Agreement State or Licensing State specific license and the fee specified in Section I.3.4 of the Regulations. The Agency must receive this filing at least 3 days before the licensee engages in activities permitted under the General License established by Section C.6.1 of the Regulations. The licensee should check the **Initial box if this is the first submission of Form MAT-9 for the calendar year**. In general, the preferred method of Initial filing is through the mail or by courier. However, if the facsimile method is used, the licensee must also include a copy of the check for the fee, and the check must be received by the Agency within 3 days of facsimile transmission

Clarifications or Revisions may be transmitted by mail, courier or facsimile, and must be received by the Agency at least 3 days before the licensee engages in the activity.

For Revisions such as additional work locations, changes to the radioactive material, or work activities that are different from the information submitted on the Initial Form MAT-9, licensees should submit a Form MAT-9 which contains the revised information. Licensees should check the **Revision box** to indicate revisions to the initial Form MAT-9. **It is not necessary to resubmit the NRC, Agreement State or Licensing State license unless the license has been amended since the filing of the Initial Form MAT-9.**

Providing the Agency with information that clarifies or deletes specific locations or work sites; changes work site contacts; or adds or deletes dates of work different from the Initial Form MAT-9 is considered a Clarification and not a Revision. The licensee should check **Clarification** to indicate that the changes are only Clarifications to the information provided on the initial Form MAT-9. It is not necessary to resubmit the NRC, Agreement State or Licensing State license unless the license has been amended since the filing of the initial Form MAT-9.

Form MAT-9 may be used for submitting multiple work locations and clients for Initial filings of Form MAT-9, as well as for submitting revisions and clarifications to previous filings. Separate sheets may be used provided it includes all of the requested information in Items 9-16 of Form MAT-9.

**Under the General License, reciprocity activities are authorized only as long as the licensee holds a valid radioactive material license. If the license expires during the year, an extension letter or a renewed license issued by the regulating agency must be submitted to the Agency before performing any additional work under reciprocity.**

***Items 12 - 15:*** Under the General License, reciprocity activities, including storage (usage), conducted in Rhode Island, except for areas under exclusive Federal jurisdiction, are limited to a total of 180 days in any calendar year. The Agency tracks reciprocity usage on the basis of approved usage days, and will not approve any activity under the General License which causes the total usage days to

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<sup>1</sup> An area under exclusive Federal jurisdiction is an area over which the Federal government exercises legal control without interference from the jurisdiction and administration of State law. For example: If the work is to be performed on Federal property in Rhode Island, the licensee must first determine the jurisdictional status of the area where the licensee plans to work. If the jurisdictional status of the work site is unknown to the licensee, the licensee should contact the Federal agency that controls the facility where the work is to be performed. A written statement concerning the jurisdictional status is not required in order to file for reciprocity. However, it is recommended that the licensee obtain such a statement for the file for future reference and inspection purposes.

exceed 180 days. The Agency may note and notify the licensee that a filing proposes reciprocity activities, which approach or would exceed the 180-day limit. It is important that licensees track the days of use and clarify or delete dates of work when applicable.

*Item 12* should reference the proposed beginning and ending dates of work for each work location with the total number of days worked recorded in *Item 13*. *Item 14* should be completed to show additional work dates different from those provided on the Initial Form MAT-9 and *Item 15* should indicate dates when work was not performed, as initially requested, that need to be deleted from the total work days *Item 16* should be left blank.

Item 17: Licensees should identify the specific make and model numbers of sealed sources and devices. Licensee should also identify the authorized users.

**NOTE:** Inspections by the Agency of activities performed in Rhode Island, except for areas under exclusive Federal jurisdiction, may be conducted at the listed work site locations. Failure to file a Form MAT-9 may result in initiation of enforcement action against the licensee.

NRC, Agreement State or Licensing State licensees seeking to conduct activities under Reciprocity should file all required information with the Agency at the following location:

Rhode Island Radiation Control Agency; 3 Capitol Hill - Room 206; Providence, RI 02908-5097

**Phone:** (401) 222-2438; **FAX:** (401) 222-2456.

#### C.6.1 **Reciprocal Recognition of Licenses.**

##### (a) **Licenses of Byproduct, Source, and Special Nuclear Material in Quantities Not Sufficient to Form a Critical Mass.**

(1) Subject to these regulations, any person who holds a specific license from the U.S. Nuclear Regulatory Commission or any Agreement State, and issued by the agency having jurisdiction where the licensee maintains an office for directing the licensed activity and at which radiation safety records are normally maintained, is hereby granted a general license to conduct the activities authorized in such licensing document within this State **for a period not in excess of 180 days in any calendar year provided that:**

- (i) the licensing document does not limit the activity authorized by such document to specified installations or locations;
- (ii) the out-of-state licensee notifies the Agency in writing at least three (3) days prior to engaging in such activity. Such notification shall indicate the location, period and type of proposed possession and use within the State, and shall be accompanied by a copy of the pertinent licensing document. If, for a specific case, the three (3) day period would impose an undue hardship on the out-of-state licensee, he may, upon application to the Agency, obtain permission to proceed sooner. The Agency may waive the requirement for filing additional written notifications during the remainder of the calendar year following the receipt of the initial notification from a person engaging in activities under the general license provided in C.6.1 (a)(1);
- (iii) the out-of-state licensee complies with all applicable regulations of the Agency and with all the terms and conditions of his licensing document, except any such terms and conditions which may be inconsistent with applicable regulations of the Agency;
- (iv) the out-of-state licensee supplies such other information as the Agency may request; and
- (v) the out-of-state licensee shall not transfer or dispose of radioactive material possessed or used under the general license provided in C.6.1 (a)(1) except by transfer to a person:
  - (a) specifically licensed by the Agency or by the U.S. Nuclear Regulatory Commission to receive such material, or
  - (b) exempt from the requirements for a license for such material under C.2.2 (a).

(2) Notwithstanding the provisions of C.6.1 (a)(1), any person who holds a specific license issued by the U.S. Nuclear Regulatory Commission or an Agreement State authorizing the holder to manufacture, transfer, install, or service a device described in C.4.2 (b)(1) within areas subject to the jurisdiction of the licensing body is hereby granted a general license to install, transfer, demonstrate or service such a device in this State provided that:

- (i) such person shall file a report with the Agency within 30 days after the end of each calendar quarter in which any device is transferred to or installed in this State. Each such report shall identify each general licensee to whom such device is transferred by name and address, the type of device transferred, and the quantity and type of radioactive material contained in the device;

- C.6.1 (a)(2) (ii) the device has been manufactured, labeled, installed, and serviced in accordance with applicable provisions of the specific license issued to such person by the U.S. Nuclear Regulatory Commission or an Agreement State;
- (iii) such person shall assure that any labels required to be affixed to the device under regulations of the authority which licensed manufacture of the device bear a statement that "Removal of this label is prohibited;" and
- (iv) the holder of the specific license shall furnish to each general licensee to whom he transfers such device or on whose premises he installs such device a copy of the general license contained in C.4.2 (b).

(3) The Agency may withdraw, limit, or qualify its acceptance of any specific license or equivalent licensing document issued by another agency, or any product distributed pursuant to such licensing document, upon determining that such action is necessary in order to prevent undue hazard to public health and safety or property.

(b) **Licenses of Naturally-Occurring and Accelerator-Produced Radioactive Material.**

(1) Subject to these regulations, any person who holds a specific license from any Licensing State, and issued by the agency having jurisdiction where the licensee maintains an office for directing the licensed activity and at which radiation safety records are normally maintained, is hereby granted a general license to conduct the activities authorized in such licensing document within this State for a **period not in excess of 180 days in any calendar year provided that:**

- (i) the licensing document does not limit the activity authorized by such document to specified installations or locations;
- (ii) the out-of-state licensee notifies the Agency in writing at least three (3) days prior to engaging in such activity. Such notification shall indicate the location, period, and type of proposed possession and use within the State, and shall be accompanied by a copy of the pertinent licensing document. If, for a specific case, the three (3) day period would impose an undue hardship on the out-of-state licensee, he may, upon application to the Agency, obtain permission to proceed sooner. The Agency may waive the requirement for filing additional written notifications during the remainder of the calendar year following the receipt of the initial notification from a person engaging in activities under the general license provided in C.6.1 (b)(1);
- (iii) The out-of-state licensee complies with all applicable regulations of the Agency and with all the terms and conditions of his licensing document, except any such terms and conditions which may be inconsistent with applicable regulations of the Agency;
- (iv) the out-of-state licensee supplies such other information as the Agency may request; and
- (v) the out-of-state license shall not transfer or dispose of radioactive material possessed or used under the general license provided in C.6.1 (b)(1) except by transfer to a person;
- (a) specifically licensed by the Agency or by another Licensing State to receive such material, or
- (b) exempt from the requirements for a license for such material under C.2.2.

(2) Notwithstanding the provisions of C.6.1 (b)(1), any person who holds a specific license issued by a Licensing State authorizing the holder to manufacture, transfer, install, or service a device described in C.4.2 (b)(1) within areas subject to the jurisdiction of the licensing body is hereby granted a general license to install, transfer, demonstrate or service such a device in this State provided that:

- (i) such person shall file a report with the Agency within 30 days after the end of each calendar quarter in which any device is transferred to or installed in this State. Each such report shall identify each general licensee to whom such device is transferred by name and address, the type of device transferred, and the quantity and type of radioactive material contained in the device;
- (ii) the device has been manufactured, labeled, installed, and serviced in accordance with applicable provisions of the specific license issued to such person by a Licensing State;
- (iii) such person shall assure that any labels required to be affixed to the device under regulations of the authority which licensed manufacture of the device bear a statement that "Removal of this label is prohibited;" and
- (iv) the holder of the specific license shall furnish to each general licensee to whom he transfers such device or on whose premises he installs such device a copy of the general license contained in C.4.2 (b).

(3) The Agency may withdraw, limit, or qualify its acceptance of any specific license or equivalent licensing document issued by a Licensing State, or any product distributed pursuant to such licensing document, upon determining that such action is necessary in order to prevent undue hazard to public health and safety or property.



**Rhode Island Department of Health**  
**3 Capitol Hill, Providence RI, 02908-5097**  
**MANDATORY ADDENDUM TO LICENSE APPLICATION**  
**Tax Payer Status Affidavit / Identity Verification**

All persons applying or renewing any license, registration, permit or other authority (herein after called "licensee") to conduct a business or occupation in the state of Rhode Island are required to file all applicable tax returns and pay all taxes owed to the state prior to receiving a license as mandated by state law (RIGL 5-76) except as noted below.

In order to verify that the state is not owed taxes, licensees are required to provide their Social Security Number, or Federal Tax Identification Number (for businesses) as appropriate. These numbers will be transmitted to the Division of Taxation to verify tax status prior to the issuance of a license.

**Licensee Declaration**

- I hereby declare, under penalty of perjury, that I have filed all required state tax returns and have paid all taxes owed.
- I have entered a written installment agreement to pay delinquent taxes that is satisfactory to the Tax Administrator.
- I am currently pursuing administrative review of taxes owed to the state.
- I am in federal bankruptcy. (Case # \_\_\_\_\_)
- I am in state receivership. (Case # \_\_\_\_\_)
- I have been discharged from Bankruptcy.  
(Case # \_\_\_\_\_)

\_\_\_\_\_  
Type of Professional/Business License for which you are applying

\_\_\_\_\_  
Full Name (Please Print or Type)

\_\_\_\_\_  
Social Security Number (or FEIN for Business)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Phone Number (including area code if not 401)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Business (If Applicable)

*This form must be completed, signed and attached to your license application for processing.*