



# NEW MEXICO ENVIRONMENT DEPARTMENT



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JAMES KENNEY  
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## GENERAL INFORMATION FOR REGISTERING TO OPERATE RADIATION MACHINES IN NEW MEXICO

Persons who intend to operate radiation machines must register prior to operating such machines in accordance with Part 2 of the New Mexico Radiation Protection Rules (20.3 NMAC). Exemption from registration includes:

Electronic equipment that produces radiation incidental to its operation, provided that the dose equivalent rate, averaged over an area of 10 sq. cm, does not exceed 0.5 mrem (5  $\mu$ Sv) per hour at 5 cm from the accessible surfaces of the device. (The production, testing, or factory servicing of such equipment is not exempt.)

Radiation machines while in transit or storage incident thereto.

Domestic television receivers.

Microwave ovens in private homes.

Both applications for new registrations and applications for renewal of existing registrations must be made by completing the Application for Registration. Applicants must complete all registration forms supplied by the Department, and shall submit all information requested by the Department. The Department will review the application and submittals, and upon a determination that an applicant meets all registration requirements, the Department will issue a Registration Certificate. The Department may incorporate in the Registration Certificate at the time of issuance or thereafter by appropriate rule or order, such additional requirements and conditions with respect to the registrant's receipt, possession, use and transfer of radiation machines as it deems appropriate or necessary to protect the health of the people of this State.

Some things registrants must keep in mind:

Registration certificates are issued for periods of up to 5 years, and expire at the end of the day on the date stated therein. In any case in which a registrant not less than 30 days prior to the expiration of the existing Registration Certificate has filed an application in proper form for renewal, such existing Registration Certificate will not expire until the application status has been finally determined by the Department.

Registrants are required to develop a radiation protection program which complies with all applicable requirements of the New Mexico Radiation Protection Rules (20.3.4.404 NMAC).

Registrants must notify the Department in writing before making any change which would render the information contained in the Application for Registration or the Registration Certificate no longer accurate.

No person, in any advertisement, shall refer to the fact that they or their facility is registered with the Department pursuant to the provisions of 20.3.2 NMAC, and no person shall state or imply that any activity under such registration has been approved by the Department.

Any person who sells, leases, transfers, lends, disposes, assembles, or installs radiation machines in New Mexico shall notify the Department within 15 days of:

1. the name and address of persons who have received these machines;
2. the manufacturer, model, and serial number of each radiation machine transferred; and
3. the date of transfer of each radiation machine.

No person shall make, sell, lease, transfer, lend, assemble, or install radiation machines or the supplies used in connection with such machines unless such supplies and equipment when properly placed in operation and used shall meet the requirements of these regulations.



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### **APPLICATION FOR REGISTRATION TO OPERATE RADIATION-PRODUCING MACHINES IN THE STATE OF NEW MEXICO INSTRUCTIONS FOR SUBMITTAL OF APPLICATION**

Prior to submitting the application, the applicant, and all pertinent personnel employed by the applicant, must read and understand the requirements of the applicable sections of the New Mexico Radiation Protection Regulations (20.3 NMAC).

Develop a description of the intended scope of activities.

Develop a radiation protection program and operational procedures in accordance with the requirements of Part 4 and other applicable parts of the New Mexico Radiation Protection Regulations. A Radiation Safety Officer (RSO) must be appointed to manage the radiation protection program of each facility.

Develop documentation demonstrating that the RSO(s), and all personnel who will operate radiation machines possess adequate training, experience, and qualifications necessary to safely and adequately accomplish their duties.

The person submitting the application must be an authorized principal in your business or organization.