



NATIONAL NUCLEAR REGULATOR

For the protection of persons, property and the environment
against nuclear damage

REQUIREMENTS DOCUMENT

No.	Title	Rev.
RD-0038	NOTIFICATION OF EVENTS AT FACILITIES AND ACTIVITIES AUTHORISED BY NNR NUCLEAR TECHNOLOGY AND WASTE PROJECTS DEPARTMENT	0



professionalism



integrity

UNRESTRICTED



value our people



excellence


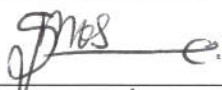

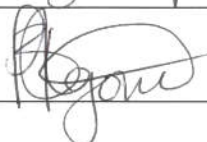


teamwork



openness &
transparency

APPROVAL RECORD

ACTION	NAME	DESIGNATION	SIGNATURE	DATE
PREPARED	Mr T Pather	Programme Manager: NTWP		30/6/2016
	Mr SJ Mosoeunyane	Chief Inspector: NTWP		30/06/2016
RECOMMENDED FOR APPROVAL	Mr O Phillips	Senior Manager: SARA		30/6/2016
APPROVAL	Ms D Kgomo	Senior Manager: CAE		30/06/2016

REVISION HISTORY

Rev. No.	Date Approved	Nature of Revision
0		First Issue

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1. PURPOSE

To prescribe the requirements for notification of an event, relating to a facility or activity authorised by the Nuclear Technology and Waste Projects Department of the National Nuclear Regulator.

2. SCOPE

These requirements apply to all holders of a nuclear authorisations regulated by the Nuclear Technology and Waste Projects Department of the National Nuclear Regulator.

3. REQUIREMENTS

- (1) An authorisation holder shall –
 - (a) Without delay, identify, classify and document any event relating to nuclear or radiological safety and/or nuclear security, which occurs at the nuclear facility or is associated with an authorised activity.
 - (b) Establish and maintain a process for notification and formal recording, investigation, reporting and closeout of all nuclear incidents, nuclear accidents or events.
 - (c) Implement the process for notification, recording, investigation, reporting and closeout when any event occurs.
- (2) An authorisation holder shall classify events into the following categories –
 - (a) Category 4: events which result or could potentially result in serious and/or severe nuclear or radiological safety and/or nuclear security consequences;
 - (b) Category 3: events which result or could potentially result in significant nuclear or radiological safety and/or nuclear security consequences;
 - (c) Category 2: events which result or could potentially result in moderate nuclear or radiological safety and/or nuclear security consequences; and
 - (d) Category 1: events which result or could potentially result in minor nuclear or radiological safety and/or nuclear security consequences.
- (3) Prompt verbal notification, followed by written notification within timeframes agreed with the Regulator, shall be provided for all events classified as Category 4, 3 or 2.
- (4) Written notification within timeframes agreed with the Regulator shall be provided for all events classified as Category 1.

- (5) Verbal notification to the Regulator shall include details of –
 - (a) Facility at which event occurred
 - (b) Date of event
 - (c) Time of event
 - (d) Description of event and identified nuclear or radiological safety and/or nuclear security consequences
 - (e) Immediate actions taken by authorization holder
 - (f) Preliminary INES Classification of event (if available)

- (6) For all category 2 events verbal notification, using the contact details in the attached schedule, shall be made to –
 - (a) the Chief Inspector: NTWP or
 - (b) the Principal Inspector: NTWP

- (7) For all events classified higher than Category 2 verbal notification, using the contact details in the attached schedule, shall be made to –
 - (a) The Programme Manager: NTWP and
 - (b) the Chief Inspector: NTWP or the Principal Inspector: NTWP

4. SCHEDULE

**LIST OF CONTACT DETAILS OF PERSONS
 TO WHOM VERBAL NOTIFICATIONS EVENTS ARE TO BE MADE**

Designation	Name	Contact Telephone numbers	
		Cellular Phone (All Hours)	Landline (Office Hours)
Programme Manager: NTWP	T Pather	0828825646	012 674 7192
Chief Inspector: NTWP	S J Mosoeunyane	0828825650	012 674 7128
Principal Inspector: NTWP	S J Thugwane	0828872184	012 674 7133

NNR TELEPHONE (RECEPTION): (012) 674 7100