

Application form for the recognition as **multimodal transport organization or interruption site**

of Class 7 dangerous goods (airport handler, port handler, interruption site)

GENERAL INSTRUCTIONS:

* Fill in the form completely and correctly. The footnotes are important.
* ‘RD Transport’ means the Royal Decree of 22/10/2017 on the transport of Class 7 dangerous goods.
* Each attachment has to be provided with a reference and date.
* This form needs to be sent to FANC, filled in and signed by the applicant, **and co-signed by the health physics organization** (see attachment A).
* The application form and attachments need to be sent in a pdf-format, each attachment needs to be a separate pdf-file with the correct reference (starting with Attachment 1, Attachment 4A,…).
* If this document or the attachment(s) contain(s) information or data that is classified according the Royal Decree of 17/10/2011 **regarding the categorisation and the protection of nuclear-related documents**, the rules for the transfer of these kind of documents must be applied.
* Documents are to be sent by e-mail to **transport@fanc.fgov.be**.
* Meaning of the foot notes in the form :

a: Mandatory fields

b: As mentioned in the Banque-Carrefour des Entreprises (BCE)

c: Only to be filled in by Belgian companies if the BCE number is different or by foreign companies

d: When this concerns an external service

**SECTION I: GENERAL INFORMATION**

1. **IDENTIFICATION OF THE COMPANY AND RESPONSIBLE PERSONS**
	1. **Head office**

|  |  |
| --- | --- |
| Namea: |       |
| Company numberab: |       |
| Addressac: |       |
|  |       |
| General phonea: |       |
| General e-maila: |       |
| Website: |       |
|  |
| Legally represented by: | Namea: |       |
|   | Functiona: |       |
|   | Phonea: |       |
|   | Mobile: |       |
|   | E-maila: |       |
|  |
| Contact : | Name: |       |
| (for content-related questions) | Function: |       |
|   | Phone |       |
|   | Mobile: |       |
|   | E-mail: |       |

A **copy** of the following documents is added:

**[ ]  Attachment 1:** Statutes of the company

[ ]  **Attachment 2:** Mandate of the legal representative

[ ]  **Attachment 3:** Organization chart of the company

* 1. **Operational office (if different from the head office)**

|  |  |
| --- | --- |
| Namea: |       |
| Addressac: |       |
|  |       |
| General phonea: |         |
| Website: |         |
|  |
| Legally represented by: | Namea: |       |
|   | Functiona: |       |
|  | Phonea: |       |
|   | Mobile: |       |
|   | E-maila: |        |

|  |  |  |
| --- | --- | --- |
| Contact:  | Name: |       |
| (if different) | Function: |       |
|   | Phone |       |
|   | Mobile: |       |
|   | E-mail: |       |

* 1. **Invoicing details**

|  |  |
| --- | --- |
| Namea: |       |
| Addressa: |       |
|  |       |
| VAT-number: |       |
| Referencea: |       |

**Language of the recognition**

|  |  |
| --- | --- |
| Recognition to be delivered in | [ ]  Dutch |
| [ ]  French |

* 1. **Person in charge of the supervision of the transport**

|  |  |
| --- | --- |
| Namea: |       |
| Phonea: |       |
| Mobile: |       |
| E-maila: |       |
|  |  |
| Name back-up: |       |
| Phone back-up: |       |
| Mobile back-up: |       |
| E-mail back-up: |       |

* 1. **Health physics organization**

|  |  |
| --- | --- |
| Name recognized experta: |         |
| Name companyad: |       |
| Addressac: |       |
|  |       |
| Phonea: |       |
| Mobile: |       |
| E-maila: |       |

# The health physics organizations for the transport of Class 7 dangerous goods can be found in attachment A, this list is kept up-to-date on the website www.fanc.fgov.be.

* 1. **Class 7 safety advisor**(only to be filled in for **road,** **rail and inland waterways, and also places of handling ( loading and unloading ) of dangerous goods**)

|  |  |
| --- | --- |
| Namea: |       |
| Addressa: |       |
|  |       |
| Name companyd: |       |
| Phonea: |       |
| Mobile: |       |
| E-maila: |       |

A **copy** of the following document is added:

[ ]  **Attachment 4:** designation of the Class 7 safety advisor

1. **TYPE OF APPLICATION**
	1. **Type of recognition**

**[ ]** New recognition

[ ]  Prolongation – Reference previous recognition:

[ ]  Modification recognition – Reference recognition:

 It concerns the following modifications:

 [ ]  Data regarding the company

 [ ]  Nature of the Class 7 dangerous goods

 [ ]  Nature of the handling

 [ ]  Place (terminal, quay, warehouse,..)

 [ ]  Radiation protection programme

 [ ]  Subcontractor

 *[ ]*  Other, specify:

* 1. **Nature of the recognition**

**[ ]** Airport handler

[ ]  Port handler

[ ]  Interruption site

1. **DESCRIPTION OF THE DOCUMENTS**
2. **Management system**

**[ ]** The applicant states to dispose of a management system based upon the international, national or other norms that are acceptable for the competent authority.

Reference:       - date:

[ ]  The management system has been certified according:

A **copy** of the following documents is added:

**[ ]  Attachment 5:** Description of the management system (ex. quality manual or equal)

**[ ]  Attachment 6:** List of procedures and instructions regarding the transport of Class 7 dangerous goods.

**[ ]  Attachment 7:** Description of the treatment and follow-up of non-conformities

1. **Radiation protection programme**

**[ ]** The applicant states to dispose of a radiation protection programme regarding the handling of Class 7 dangerous goods or the interruption of transports as indicated in the applicable modal regulations for the transport of dangerous goods.

**[ ]** The applicant states to dispose of a risk and workstation analysis as indicated in the RD Transport.

A **copy** of the following document is added:

**[ ]  Attachment 8:** A copy of the radiation protection programme approved by the health physics organization.

**[ ]  Attachment 9:** A copy of the risk and work post analysis approved by the health physics organization.

1. **Security**

**[ ]** The applicant states to fulfil the requirements of the security conditions regarding the handling or interruption of transports of the Class 7 dangerous goods as indicated in the applicable regulations.

[ ]  The applicant states to fulfil the provisions regarding the security for the handling or interruption of transports of nuclear materials.

A **copy** of the following document is added:

**[ ]  Attachment 10:** A copy of the security plan (if applicable and not yet available at the FANC Nuclear Security office).

1. **Emergency plan**

**[ ]** The applicant states to dispose of an internal emergency plan adjusted on the handling or interruption of transports of the Class 7 dangerous goods.

A **copy** of the following document is added:

**[ ]  Attachment 11:** A copy of the completed warning diagram

1. **Subcontracting** (not possible for interruption sites)

*[ ]*  The applicant states to use subcontractors and adds a filled in and signed form in attachment 12 for each subcontractor.

Number of subcontractors:

*[ ]* Not applicable.

A **copy** of the following documents is added **for each subcontractor**:

**[ ]  Attachment 12:** Subcontracting

 [ ] **Attachment 12A:** Statutes of each subcontractor

[ ] **Attachment 12B:** Mandate of the legal representative for each subcontractor

1. **Recognized carrier**

*[ ]*  The applicant states to ensure that the Class 7 dangerous goods shall only be trusted to a recognized carrier.

1. **Insurance**

*[ ]*  The applicant states to dispose of a third party liability insurance covering the handling or interruption of transport of Class 7 dangerous goods.

**SECTION II: SPECIFIC INFORMATION**

Click on the link to go to the corresponding section

(Ctrl button + click on link):

[SECTION II – 1: airport handler](#Weg)

[SECTION II – 2: port handler](#haven)

[SECTION II – 3: interruption site](#onderbreking)

1. **AIRPORT HANDLER**
	1. **Nature of the activities**

The application regards the following activities:

[ ]  Warehousing

[ ]  Transport to and from aircraft

[ ]  Loading and unloading of aircraft

A **copy** of the following documents is added:

**[ ]  Attachment 13:** Description of the activities regarding the handling of Class 7 dangerous goods (aim/reason of handling and transport, how to load and unload aircraft, used resources, …)

 [ ]  **Attachment 13A:** Indication of the place in the warehouse for storage in transit (plan)

|  |  |
| --- | --- |
| Estimated number of people involved in the handling of Class 7 dangerous goods |         |

* 1. **Airport**

The application regards the following airport:

[ ]  Brussels Airport

[ ]  Liège Airport

[ ]  Other, specify:

* 1. **Storage in transit**

**[ ]** The applicant states that the storage in transit of Class 7 dangerous goods is foreseen.

**[ ]** The applicant confirms that the Class 7 dangerous goods are stored for maximum 24h.

**[ ]** The applicant states that while preparing the management system, risk and work post analysis and radiation protection programme, the aspect of storage in transit is taken into account.

*[ ]* Not applicable

* 1. **Airlines**

A **copy** of the following document is added:

**[ ]  Attachment 14:** Overview of the airlines and activities executed for these airlines.

1. **PORT HANDLER**
	1. **Nature of the activities**

The application regards the following activities:

[ ]  Loading of ships

[ ]  Unloading of ships

[ ]  Keep on board

[ ]  Roll-on/Roll-off

[ ]  Other; specify:

A **copy** of the following document is added:

**[ ]  Attachment 13:** Description of the activities regarding the handling of Class 7 dangerous goods (aim/reason of handling and transport, how to load and unload ships, used resources, …)

1. **Port**

|  |  |
| --- | --- |
| The activities are executed in the following port: | [ ]  Antwerp[ ]  Zeebrugge[ ]  Ghent[ ]  Other, specify:         |
| The activities are executed on the following terminals/quays: | Terminal:       Quay:       -> ISPS certified? [ ]  Yes/[ ]  No |
|  | Terminal:       Quay:       -> ISPS certified? [ ]  Yes/[ ]  No  |
|  | Terminal:       Quay:       -> ISPS certified? [ ]  Yes/[ ]  No  |
|  | Terminal:       Quay:       -> ISPS certified? [ ]  Yes/[ ]  No  |
|  | Terminal:       Quay:       -> ISPS certified? [ ]  Yes/[ ]  No  |
|  | Terminal:       Quay:       -> ISPS certified? [ ]  Yes/[ ]  No |

1. **Storage in transit**

**[ ]** The applicant states that the storage in transit of Class 7 dangerous goods is foreseen.

**[ ]** The applicant confirms that the Class 7 dangerous goods are stored for maximum 8h.

[ ]  The applicant confirms that "extended stay" is applied for if the storage in transit exceeds 8h.

Description of the place where the Class 7 dangerous goods are stored:

**[ ]** The applicant states that while preparing the management system, risk and work post analysis and radiation protection programme, the aspect of storage in transit is taken into account.

*[ ]* Not applicable

1. **Shipping companies**

A **copy** of the following document is added:

**[ ]  Attachment 14:** Overview of the shipping companies and activities executed for these shipping companies.

1. **INTERRUPTION SITE**
2. **Activities**

|  |  |
| --- | --- |
| Place of the interruption site, address: |         |
|  |       |
|  |       |

**Nature of the transport that will be interrupted:**

|  |  |
| --- | --- |
| **UN group** | **UN numbers** |
| [ ]  UN group 1 | [ ]  UN 2908 | [ ]  UN 2911 |
| [ ]  UN 2909 | [ ]  UN 3507 |
| [ ]  UN 2910 |  |
| [ ]  UN group 2 | [ ]  UN 2912 | [ ]  UN 2919 |
| [ ]  UN 2913 | [ ]  UN 3321 |
| [ ]  UN 2915 | [ ]  UN 3322 |
| [ ]  UN 2916 | [ ]  UN 3323 |
| [ ]  UN 2917 | [ ]  UN 3332 |
| [ ]  UN group 3 | [ ]  UN 3324 | [ ]  UN 3329 |
| [ ]  UN 3325 | [ ]  UN 3330 |
| [ ]  UN 3326 | [ ]  UN 3331 |
| [ ]  UN 3327 | [ ]  UN 3333 |
| [ ]  UN 3328 |  |
| [ ]  UN group 4 | [ ]  UN 2977 | [ ]  UN 2978 |

A **copy** of the following documents is added:

**[ ]  Attachment 13:** Description of the transports of Class 7 dangerous goods that can be interrupted (type of transports, number and type of vehicles, type of radioactive materials, maximum interruption period, …)

 [ ]  **Attachment 13A:** Plan of the interruption site, with indication of the precise spot where the vehicles shall be parked.

1. **Storage in transit**

**[ ]** The applicant states to fulfil the conditions as mentioned in the FANC regulation regarding the interruption of transport obligations other than storage in transit.

**SECTION III: ATTACHMENTS**

**FOLLOWING DOCUMENTS ARE PART OF THE APPLICATION FOR RECOGNITION:**

**Please indicate the added attachments:**

1. **General:**

[ ]  **Attachment 1:** Statutes of the company

**[ ]  Attachment 2:** Mandate of the legal representative

[ ]  **Attachment 3:** Organization chart of the company

[ ]  **Attachment 4:** Designation of the Class 7 safety advisor

 [ ]  **Attachment 4A:** Certificate of the Class 7 safety advisor if delivered by another EU member state or another ADR, RID or ADN treaty state.

**[ ]  Attachment 5:** Description of the management system (ex. quality manual or equal)

[ ]  **Attachment 6:** List of procedures and instructions regarding the transport of Class 7 dangerous goods

[ ]  **Attachment 7:** Description of the treatment and follow-up of non-conformities

[ ]  **Attachment 8:** A copy of the radiation protection programme approved by the health physics organization

**[ ]  Attachment 9**: A copy of the risk and work post analysis approved by the health physics organization

[ ]  **Attachment 10:** A copy of the security plan (if applicable and not yet available at the FANC Nuclear Security office)

[ ]  **Attachment 11:** A copy of the completed warning diagram

[ ]  **Attachment 12:** Subcontracting

 [ ]  **Attachment 12A:** Statutes of each subcontractor

 [ ]  **Attachment 12B:** Mandate of the legal representative for each subcontractor

**[ ]  Attachment 13:** Description of the activities regarding the handling of Class 7 dangerous goods (aim/reason of handling and transport, how to load and unload ships, used resources, …)

[ ]  **Attachment 13A:** Plan of the interruption site, with indication of the precise spot where the vehicles shall be parked

**[ ]  Attachment 14:** Overview of the airlines/shipping companies and activities executed for these airlines/shipping companies.

1. **Additional documents:**

[ ]  **Attachment 15:**

[ ]  **Attachment 16:**

[ ]  **Attachment 17:**

[ ]  **Attachment 18:**

[ ]  **Attachment 19:**

The documents that are not part of the application for recognition can, if necessary, be requested by FANC.

**SECTION IV: SIGNATURE**

1. **LEGAL REPRESENTATIVE**

Undersigned states to have completed this application form truly and correctly, and notes that an incorrect or incomplete application form can result in an annulment of the application.

|  |
| --- |
| Name, date and signature of the legal representative, preceded by the handwritten statement “read and approved”a: |
|  |

1. **HEALTH PHYSICS ORGANIZATION**

Undersigned states:

* to have checked this application form to be complete and correct.
* to ensure the health physics for this application.

|  |
| --- |
| Name, date and signature of the recognized expert for the health physics, preceded by the handwritten statement “read and approved” a. |
|  |

**ATTACHMENT A: Health physics organizations for the transport of Class 7 dangerous goods \***

Vincotte Controlatom

Business Class Kantorenpark

Jan Olieslagerslaan 35

1800 Vilvoorde

Tel. : 02/674.51.20

Fax : 02/674.51.40

E-mail : controlatom@vincotte.be

Web: www.controlatom.be

\* See FANC website for the complete list of organizations: https://fanc.fgov.be/nl/professionelen

**ATTACHMENT 4: FORM FOR THE DESIGNATION OF THE CLASS 7 SAFETY ADVISOR**

|  |  |
| --- | --- |
| Company for which the Class 7 safety advisor is appointed (name, legal form, address, phone, fax, e-mail, company number) |                                     |
| Name, first name, nationality, address and date of birth of the Class 7 safety advisor active in your company |                           |
| Place or places where the Class 7 safety advisor performs his activities for the company |       |
| Nature of the contract between the Class 7 safety advisor and the company. |       |

|  |  |  |
| --- | --- | --- |
| Name, function:       | Date:      | Signature: |
| Phone:      E-mail:       |

A **copy** of the following documents is added:

**[ ]  Attachment 4A:** Certificate of the Class 7 safety advisor if delivered by another EU member state or another ADR, RID or ADN treaty state.

**ATTACHMENT 11: copy of the completed warning diagram**

person in charge of the supervision of the transport a:

|  |  |  |
| --- | --- | --- |
| Health physics organization :Namea: Phonea:  |  | Federal Agency for Nuclear Control |

|  |  |  |
| --- | --- | --- |
|  |  | 1. **During office hours:**

+32(0)2/289.21.11 and ask for the import & transport office. 1. **After office hours:**

Call the on-call number of the Federal Agency for Nuclear Control (FANC), which will only be communicated upon request. |

**ATTACHMENT 12: SUBCONTRACTING** (if applicable) (not for interruption site)

If transports are subcontracted, please add **for each subcontractor** a copy of this attachment to your application.

**Identification of the subcontractor:**

|  |  |
| --- | --- |
| Namea: |       |
| Company numberab: |       |
| Addressac: |       |
|  |        |
| General phonea: |        |
| General e-maila: |       |
|  |
| Legally represented by: | Namea: |       |
|   | Functiona: |       |
|   | Phonea: |       |
|   | Mobile: |       |
|   | E-maila: |       |
|  |
| Contact:  | Name: |       |
| (if different) | Function: |       |
|   | Phone |       |
|   | Mobile: |       |
|   | E-mail: |       |

A **copy** of the following documents is added:

[ ]  **Attachment 12A:** Statutes of the subcontractor

[ ]  **Attachment 12B:** Mandate of the legal representative of the subcontractor

**Nature of the handling carried out by the subcontractor:**

[ ]  Airport

 [ ]  Warehousing

 [ ]  Transport to and from aircraft

 [ ]  Loading and unloading of aircraft

 [ ]  Other, specify:

[ ]  Port

 [ ]  Terminal operator

 [ ]  Other, specify:

**ATTACHMENT 12: SUBCONTRACTING (page 2)**

**The applicant and subcontractora**

[ ]  confirm that a contract is established between both parties for subcontracting the above mentioned handling.

[ ]  confirm to inform FANC when the contract for subcontracting will be cancelled.

**The applicanta**

[ ]  states to supervise the compliance of the legal requirements by the subcontractor.

**[ ]** confirms to have informed the designated health physics organization of the execution of transports by this subcontractor.

**The subcontractor**

*Management system – Radiation protection programme (indicate one of the listed possibilities below):*

[ ]  confirms to have acknowledged the radiation protection programme and management system of the applicant for the recognition as multimodal transport organization of Class 7 dangerous goods and shall apply these.

[ ]  confirms to use his own radiation protection programme and management system to execute the handling of Class 7 dangerous goods and adds these as attachment (if not yet transferred to FANC).

*Emergency procedure – warning diagram (indicate one of the listed possibilities below)*

[ ]  confirms to have acknowledged the Emergency procedure and warning diagram of the applicant for the recognition as handler of Class 7 dangerous goods and shall apply these.

[ ]  confirms to use his own emergency procedure and warning diagram to execute the handling of Class 7 dangerous goods and adds these as attachment (if not yet transferred to FANC).

*Generala*

[ ]  confirms not to subcontract the handling assigned to him by the applicant.

[ ]  confirms that the involved staff shall be informed about the requirements from the radiation protection programme, the management system and the emergency procedure regarding the responsibilities of the staff.

|  |  |
| --- | --- |
| Name, date and signature of the legal representative of the applicant, preceded by the handwritten statement “read and approved”.  | Name, date and signature of the legal representative of the subcontractor, preceded by the handwritten statement “read and approved”. |
|       |       |
|