



Minnesota Department of Health  
Radioactive Materials Unit

Chapter 4731.8000-4731.8140  
Compliance Checklist # 3



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The new Minnesota rules for the enhanced physical security of radioactive materials became effective August 17, 2015 and take the place of the Increased Control orders previously issued by the Commissioner of Health and/or the NRC to certain Minnesota licensees. To assist licensees in complying with the changes, we will be providing checklists for you to use in implementing the requirements of Chapter 4731.8000-4731.8140.

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## # 3 – Transportation and Logistics

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- 1. Licensee must verify that they are shipping affected radioactive materials to an individual who is licensed to possess those materials, and provide advance notice of the shipment. 4731.8100**

Licensees nationwide are responsible to ensure that materials they are transferring are received only by those individuals who are licensed to receive them. This verification is typically done by receiving a copy of the recipient's license, and verifying the provisions of that license with the NRC's license verification system. Keep documentation of the verification for three years.
- 2. Shipments of affected quantities of radioactive materials are subject to physical security requirements during transportation. 4731.8105**

Generally, the shipping licensee is responsible for ensuring the physical security of affected radioactive materials while in transit. This responsibility **MAY** be passed to the recipient if the recipient has agreed in writing to accept that responsibility.
- 3. Licensees must pre-plan and coordinate shipments of radioactive materials that are subject to physical security requirements and provide notification of shipment departure, arrival, and/or any problems that arise during transit. 4731.8110**

All shipments must be coordinated between the shipper and the recipient, with prescribed timeframes for reporting that a shipment has reached its destination. There are some additional requirements for shipment of Category 1 materials, which are outlined in the regulations. All coordination and reporting is to be documented, with those records retained for at least three years.
- 4. Shipments of Category 1 quantities of affected radioactive materials require advance notification to various state and/or federal entities. 4731.8115**

The licensee is required to provide advance notice to the Commissioner of Health and the governor (or designee) of each state through which the shipment will pass while in transit, including the state of final destination. This notification must include contact information of shipper and recipient as well as estimated times/dates of departure, when the shipment will pass through state boundaries, and arrival at the final destination. Changes and/or cancellations of the original advance notification must also be made, and all records kept for three years.

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If you have any questions about the new security rules, please contact the Radioactive Materials Unit at: [health.ram@state.mn.us](mailto:health.ram@state.mn.us) or 651-201-4400.