



Office for  
Nuclear Regulation

# Licence condition handbook

January 2016



# The standard licence conditions attached to nuclear site licences

---

## Introduction

This booklet has been produced as an aide-memoire for nuclear inspectors. It reproduces the licence conditions from Schedule 2 of the standard nuclear site licence and highlights the regulatory powers within the conditions.

Regulatory interactions are colour coded as follows:

Directions	Consents
Approvals	Notifications
Specifications	Agreements

Enquiries regarding this handbook should be emailed to [onrenquiries@onr.gsi.gov.uk](mailto:onrenquiries@onr.gsi.gov.uk)

## Licence conditions

1	Interpretation
2	Marking of the site boundary
3	Control of property transactions
4	Restrictions on nuclear matter on the site
5	Consignment of nuclear matter
6	Documents, records, authorities and certificates
7	Incidents on the site
8	Warning notices
9	Instructions to persons on the site
10	Training
11	Emergency arrangements
12	Duly authorised and other suitably qualified and experienced persons
13	Nuclear safety committee
14	Safety documentation
15	Periodic review
16	Site plans, designs and specifications
17	Management systems
18	Radiological protection
19	Construction or installation of new plant
20	Modification to design of plant under construction
21	Commissioning
22	Modification or experiment on existing plant
23	Operating rules
24	Operating instructions
25	Operational records
26	Control and supervision of operations
27	Safety mechanisms, devices and circuits
28	Examination, inspection, maintenance and testing
29	Duty to carry out tests, inspections and examinations
30	Periodic shutdown
31	Shutdown of specified operations
32	Accumulation of radioactive waste
33	Disposal of radioactive waste
34	Leakage and escape of radioactive material and radioactive waste
35	Decommissioning
36	Organisational capability

## **Licence Condition 1: Interpretation**

1 In the conditions set out in this Schedule to this licence, unless the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them, that is to say -

- “commissioning” means the process during which plant components and systems, having been constructed or modified, are made operational and verified to be in accordance with design assumptions and to have met the appropriate safety criteria;
- “excepted matter” has the meaning assigned thereto in the Nuclear Installations Act 1965 (as amended) and the Nuclear Installations (Excepted Matter) Regulations 1978 made thereunder;
- “experiment” means any test or non-routine activity other than an activity carried out pursuant to Conditions 21 and 28;
- “installation” means “nuclear installation” and has the meaning assigned thereto in the Nuclear Installations Act 1965 (as amended);
- “the licensee” and “the site” each has the meaning assigned thereto in paragraph 1 of this licence;
- “modification” means any alteration to buildings, plants, operations, processes or safety cases and includes any replacement, refurbishment or repairs to existing buildings, plants or processes and alterations to the design of plants during the period of construction;
- “nuclear matter” and “relevant site” each has the meaning assigned thereto in the Nuclear Installations Act 1965 (as amended);
- “nuclear safety committee” means any nuclear safety committee established pursuant to Condition 13 of this Schedule;
- “ONR” means the Office for Nuclear Regulation;
- “operations” includes maintenance, examination, testing and operation of the plant and the treatment, processing, keeping, storing, accumulating or carriage of any radioactive material or radioactive waste and “operating” and “operational” shall be construed accordingly;
- “property transaction” means any property transaction including a transfer, conveyance, assignment, demise, letting, under-letting, parting with possession, sharing occupation or use, or granting or reserving any property licence, easement or wayleave over or in relation to the site or any part of it, but excluding a right of access

or any right of occupation, use or possession to or with a party performing statutory, regulatory or international obligations, or a party delivering contracted services solely to or for the benefit of the licensee in relation to that nuclear licensed site;

- “radioactive material” has the meaning, disregarding the exception in paragraph 9 (contaminated articles or substances) of Part 2 of Schedule 23 to the Environmental Permitting (England and Wales) Regulations 2010, given in paragraph 3 of that Part of that Schedule to those Regulations (**version to be attached to licensed sites in England and Wales**);
- “radioactive material” has the meaning, disregarding section 1G of the Radioactive Substances Act 1993, given in section 1A of that Act (**version to be attached to licensed sites in Scotland**);
- “radioactive waste” has the meaning assigned thereto in paragraph 3 of Part 2 of Schedule 23 to the Environmental Permitting (England and Wales) Regulations 2010 (**version to be attached to licensed sites in England and Wales**);
- “radioactive waste” has the meaning assigned thereto in section 1A of the Radioactive Substances Act 1993 (**version to be attached to licensed sites in Scotland**);
- “safety” refers to the safety of persons whether on or off the site;
- “safety case” means the document or documents produced by the licensee in accordance with Condition 14 of this Schedule.

2 In these conditions except where the context otherwise requires:

- a) any reference to the singular shall include the plural and vice versa and any reference to the masculine shall include the feminine;
- b) any reference to any arrangement, agreement, approval, consent, direction, specification, notification or any formal communication between ONR and the licensee (and vice versa) shall be deemed to be a reference to a written document;
- c) any reference to a numbered condition is a reference to the condition so numbered in this Schedule.

3 Where in these conditions ONR requires any matter to be approved or to be carried out only with its consent or to be carried out as it directs ONR may:

- a) from time to time modify, revise or withdraw either wholly or in part any such approval, direction or consent;
- b) approve either wholly or in part any modification or revision or any proposed modification or revision to any matter for the time being approved.

## *Licence Condition 2:* **Marking of the site boundary**

- 1 The licensee shall make and implement adequate arrangements to prevent unauthorised persons from entering the site or, if so directed by ONR, from entering such part or parts thereof as ONR may specify.
- 2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.
- 3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.
- 4 The licensee shall mark the boundaries of the site by fences or other appropriate means and any such fences or other means used for this purpose shall be properly maintained.
- 5 The licensee shall, if so directed by ONR, erect appropriate fences on the site in such positions as ONR may specify and shall ensure that all such fences are properly maintained.

## *Licence Condition 3:* **Control of property transactions**

- 1 The licensee shall make and implement adequate arrangements ('arrangements') to control all property transactions affecting the site or any part of the site to ensure that the licensee remains in overall control of the site.
- 2 The arrangements shall include provision for the classification of all property transactions according to their safety significance and their impact on the licensee's control of the site. The arrangements shall include a requirement for the provision of adequate documentation to justify the classification of property transactions and shall where appropriate provide for the submission of this documentation to ONR.
- 3 The licensee shall submit to ONR for approval such part or parts of the arrangements as ONR may specify.
- 4 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.
- 5 The licensee shall not transfer its freehold or assign its leasehold interest in the site or any part of the site without the consent of ONR. In addition, if ONR so specifies the licensee shall not carry out any property transaction, or any property transaction of the description or descriptions specified by ONR, without the consent of ONR.

6 The licensee, if so directed by ONR, shall not complete the property transaction specified in that direction without the consent of ONR.

**Alternative version of LC3 attached to the licences of certain defence-related sites (AWE plc)**

1 The licensee shall not convey, assign, transfer, let or part with possession of the site or any part thereof or grant any licence in relation thereto except to the Secretary of State for Defence without the consent of ONR.

2 The licensee shall notify ONR forthwith if occupancy of the site or any part thereof is taken by the Secretary of State for Defence.

***Licence Condition 4:***  
**Restrictions on nuclear matter on the site**

1 The licensee shall ensure that no nuclear matter is brought onto the site except in accordance with adequate arrangements made by the licensee for this purpose.

2 The licensee shall ensure that no nuclear matter is stored on the site except in accordance with adequate arrangements made by the licensee for this purpose.

3 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.

4 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.

5 For new installations, if ONR so specifies, the licensee shall ensure that no nuclear matter intended for use in connection with the new installation is brought onto the site for the first time without the consent of ONR.

***Licence Condition 5:***  
**Consignment of nuclear matter**

1 The licensee shall not consign nuclear matter (other than excepted matter and radioactive waste) to any place in the United Kingdom other than a relevant site except with the consent of ONR.

2 The licensee shall keep a record of all nuclear matter (including excepted matter and radioactive waste) consigned from the site and such record shall contain particulars of the amount, type and form of such nuclear matter, the manner in which it was packed, the name and address of the person to whom it was consigned and the date when it left the site.

3 The licensee shall ensure that the aforesaid record is preserved for 30 years from the date of despatch or such other period as ONR may **approve** except in the case of any consignment or part thereof subsequently stolen, lost, jettisoned or abandoned, in which case the record shall be preserved for a period of 50 years from the date of such theft, loss, jettisoning or abandoning.

### ***Licence Condition 6:*** **Documents, records, authorities and certificates**

1 The licensee shall make adequate records to demonstrate compliance with any of the conditions attached to this licence.

2 Without prejudice to any other requirements of the conditions attached to licence the licensee shall make and implement adequate arrangements to ensure that every document required, every record made, every authority, consent or approval granted and every direction or certificate issued in pursuance of the conditions attached to this licence is preserved for 30 years or such other periods as ONR may **approve**.

3 The licensee shall submit to ONR for **approval** such part or parts of the aforesaid arrangements as ONR may **specify**.

4 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has **approved** such alteration or amendment.

5 The licensee shall furnish to ONR copies of any such document, record, authority or certificate as ONR may **specify**.

### ***Licence Condition 7:*** **Incidents on the site**

1 The licensee shall make and implement adequate arrangements for the notification, recording, investigation and reporting of such incidents occurring on the site:

- a) as is required by any other condition attached to this licence;
- b) as ONR may **specify**; and
- c) as the licensee considers necessary.

2 The licensee shall submit to ONR for **approval** such part or parts of the aforesaid arrangements as ONR may **specify**.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has **approved** such alteration or amendment.



### *Licence Condition 8:* **Warning notices**

1 The licensee shall ensure that suitable and sufficient notices are kept on site for the purposes of informing persons thereon of each of the following matters, that is to say:

- a) the meaning of any warning signal used on the site;
- b) the location of any exit from any place on the site, being an exit provided for use in the event of an emergency;
- c) the measures to be taken by such persons in the event of fire breaking out on the site or in the event of any other emergency.

and that such notices are kept posted in such positions and in such characters as to be conveniently read by those persons.

### *Licence Condition 9:* **Instructions to persons on the site**

1 The licensee shall ensure that every person authorised to be on the site receives adequate instructions (to the extent that this is necessary having regard to the circumstances of that person being on the site) as regards the risks and hazards associated with the plant and its operation, the precautions to be observed in connection therewith and the action to be taken in the event of an accident or emergency on the site.

### *Licence Condition 10:* **Training**

1 The licensee shall make and implement adequate arrangements for suitable training for all those on site who have responsibility for any operations which may affect safety.

2 The licensee shall submit to ONR for **approval** such part or parts of the aforesaid arrangements as ONR may **specify**.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has **approved** such alteration or amendment.

### *Licence Condition 11:* **Emergency arrangements**

1 Without prejudice to any other requirements of the conditions attached to this licence the licensee shall make and implement

adequate arrangement for dealing with any accident or emergency arising on the site and their effects.

2 The licensee shall submit to ONR for **approval** such part or parts of the aforesaid arrangements as ONR may **specify**.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has **approved** such alteration or amendment.

4 Where any such arrangements require the assistance or co-operation of, or render it necessary or expedient to make use of the services of any person, local authority or other body the licensee shall ensure that each person, local authority or other body is consulted in the making of such arrangements.

5 The licensee shall ensure that such arrangements are rehearsed at such intervals and at such times and to such extent as ONR may **specify** or, where ONR has not so specified, as the licensee considers necessary.

6 The licensee shall ensure that such arrangements include procedures to ensure that all persons in his employ who have duties in connection with such arrangements are properly instructed in the performance of the same, in the use of the equipment required and the precautions to be observed in connection therewith.

### *Licence Condition 12:*

## **Duly authorised and other suitably qualified and experienced persons**

1 The licensee shall make and implement adequate arrangements to ensure that only suitably qualified and experienced persons perform any duties which may affect the safety of operations on the site or any other duties assigned by or under these conditions or any arrangements required under these conditions.

2 The aforesaid arrangements shall also provide for the appointment, in appropriate cases, of duly authorised persons to control and supervise operations which may affect plant safety.

3 The licensee shall submit to ONR for **approval** such part of parts of the aforesaid arrangements as ONR may **specify**.

4 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has **approved** such alteration or amendment.

5 The licensee shall ensure that no person continues to act as a duly authorised person if, in the opinion of ONR, he is unfit to act in that capacity and ONR has **notified** the licensee to that effect.

### ***Licence Condition 13:*** **Nuclear safety committee**

1 The licensee shall establish a nuclear safety committee or committees to which it shall refer for consideration and advice the following:

- a) all matters required by or under these conditions to be referred to a nuclear safety committee;
- b) such arrangements or documents required by these conditions as ONR may specify and any subsequent alteration or amendment to such specified arrangements or documents;
- c) any matter on the site affecting safety on or off the site which ONR may specify; and
- d) any other matter which the licensee considers should be referred to a nuclear safety committee.

2 The licensee shall submit to ONR for approval the terms of reference of any such nuclear committee and shall not form a nuclear safety committee without the aforesaid approval.

3 The licensee shall ensure that once approved no alteration or amendment is made to the terms of reference of such a nuclear safety committee unless ONR has approved such alteration or amendment.

4 The licensee shall appoint at least seven persons as members of a nuclear safety committee including one or more members who are independent of the licensee's operation and shall ensure that at least five members are present at each meeting including at least one independent member.

5 The licensee shall furnish to ONR the name, qualifications, particulars of current posts held and the previous relevant experience of every person whom he appoints as a member of any nuclear safety committee forthwith after making such an appointment. Notwithstanding such appointment the licensee shall ensure that a person so appointed does not remain a member of any nuclear safety committee if ONR notifies the licensee that it does not agree to the appointment.

6 The licensee shall ensure that the qualifications, current posts held and previous relevant experience of the members of any such committee, taken as a whole, are such as to enable that committee to consider any matter likely to be referred to it and to advise the licensee authoritatively and, so far as is reasonably practicable, independently.

7 The licensee shall ensure that a nuclear safety committee shall consider or advise only during the course of a properly constituted meeting of that committee.

8 The licensee shall send to ONR within 14 days of any meeting of any such committee a full and accurate record of all matters

discussed at that meeting including in particular any advice given to the licensee.

9 The licensee shall furnish to ONR copies of any document or any category of documents considered at any such meetings that ONR may specify.

10 The licensee shall notify ONR as soon as practicable if it is intended to reject, in whole or in part, any advice given by any such committee together with the reasons for such rejection.

11 Notwithstanding paragraph 7 of this condition, where it becomes necessary to obtain consideration of, or advice on, urgent safety proposals (which would normally be considered by a nuclear safety committee) the licensee may do so in accordance with appropriate arrangement made for the purpose by the licensee, considered by the relevant nuclear safety committee and approved by ONR.

12 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements described in paragraph 11 of this condition unless the relevant nuclear safety committee has considered and ONR has approved such alteration or amendment.

### ***Licence Condition 14:*** **Safety documentation**

1 Without prejudice to any other requirements of the conditions attached to this licence the licensee shall make and implement adequate arrangements for the production and assessment of safety cases consisting of documentation to justify safety during the design, construction, manufacture, commissioning, operation and decommissioning phases of the installation.

2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.

4 The licensee shall furnish to ONR copies of any such documentation or any such category of documentation as ONR may specify.

### ***Licence Condition 15:*** **Periodic review**

1 The licensee shall make and implement adequate arrangements for the periodic and systematic review and reassessment of safety cases.

2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has **approved** such alteration or amendment.

4 The licensee shall, if so **directed** by ONR, carry out a review and reassessment of safety and submit a report of such review and reassessment to ONR at such intervals, within such a period and for such of the matters or operations as may be **specified** in the direction.

### ***Licence Condition 16:*** **Site plans, designs and specifications**

1 The licensee shall submit to ONR an adequate plan of the site (hereinafter referred to as the site plan) showing the location of the boundary of the licensed site and every building or plant on the site which might affect safety.

2 The licensee shall submit to ONR with the site plan a schedule giving particulars of each such building and plant thereon and the operations associated therewith.

3 If any changes are made on the site which affect the said buildings, plant or operations, the licensee shall forthwith send an amended site plan and schedule to ONR incorporating these changes.

4 The licensee shall furnish to ONR such plans, designs, specifications or other information relating to such buildings, plant and operations as ONR may **specify**.

### ***Licence Condition 17:*** **Management systems**

1 Without prejudice to any other requirements of the conditions attached to this licence, the licensee shall establish and implement management systems which give due priority to safety.

2 The licensee shall, within its management systems, make and implement adequate quality management arrangements in respect of all matters which may affect safety.

3 The licensee shall submit to ONR for **approval** such part or parts of the aforesaid management systems or part or parts of the aforesaid quality management arrangements as ONR may **specify**.

4 The licensee shall ensure that once approved no alteration or amendment is made to the approved management systems or approved quality management arrangements unless ONR has **approved** the alteration or amendment.

5 The licensee shall furnish to ONR such copies of records or documents made in connection with the aforesaid quality management arrangements as ONR may **specify**.

### ***Licence Condition 18:*** **Radiological protection**

- 1 The licensee shall make and implement adequate arrangements for the assessment of the average effective dose (including any committed effective dose) to such class or classes of persons as may be specified in the aforesaid arrangements and the licensee shall forthwith notify ONR if the average effective dose to such class or classes of persons exceeds such level as ONR may specify.
- 2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.
- 3 The licensee shall ensure that once approved no alterations or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.

### ***Licence Condition 19:*** **Construction or installation of new plant**

- 1 Where the licensee proposes to construct or install any new plant which may affect safety the licensee shall make and implement adequate arrangements to control the construction or installation.
- 2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.
- 3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangement unless ONR has approved such alteration or amendment.
- 4 The aforesaid arrangements shall where appropriate divide the construction or installation into stages. Where ONR so specifies the licensee shall not commence nor thereafter proceed from one stage to the next of the construction or installation without the consent of ONR. The arrangements shall include a requirement for the provision of adequate documentation to justify the safety of the proposed construction or installation and shall where appropriate provide for the submission of this documentation to ONR.
- 5 The licensee shall, if so directed by ONR, halt the construction or installation of a plant and the licensee shall not recommence such construction or installation without the consent of ONR.

### ***Licence Condition 20:*** **Modification to design of plant under construction**

- 1 The licensee shall ensure that no modification to the design which may affect safety is made to any plant during the period of

construction except in accordance with adequate arrangements made and implemented by the licensee for that purpose.

2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.

4 The aforesaid arrangements shall provide for the classification of modifications according to their safety significance. The arrangements shall where appropriate divide modifications into stages. Where ONR so specifies the licensee shall not commence nor thereafter proceed from one stage to the next of the modification without the consent of ONR. The arrangements shall include a requirement for the provision of adequate documentation to justify the safety of the proposed modification and shall where appropriate provide for the submission of this documentation to ONR.

### *Licence Condition 21:* **Commissioning**

1 The licensee shall make and implement adequate arrangements for the commissioning of any plant or process which may affect safety.

2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.

4 The aforesaid arrangements shall where appropriate divide the commissioning into stages. Where ONR so specifies the licensee shall not commence nor thereafter proceed from one stage to the next of the commissioning without the consent of ONR. The arrangements shall include a requirement for the provision of adequate documentation to justify the safety of the proposed commissioning and shall where appropriate provide for the submission of this documentation to ONR.

5 The licensee shall appoint a suitably qualified person or persons for the purpose of controlling, witnessing, recording and assessing the results of any tests carried out in accordance with the requirements of the aforesaid commissioning arrangements.

6 The licensee shall ensure that full and accurate records are kept of the result of every test and operation carried out in pursuance of this condition.

7 The licensee shall ensure that no plant or process which may affect safety is operated (except for the purpose of commissioning) until:

- a) The appropriate stage of commissioning has been completed and a report of such commissioning, including any results and assessments of any tests as may have been required under the commissioning arrangements referred to in paragraph 1 of this condition, has been considered in accordance with those arrangements; and
- b) a safety case or cases as appropriate, which shall include the safety implications of modifications made since the commencement of construction of the plant and those arising from the commissioning of the plant, and any matters whereby the operation of the plant may be affected by such modifications or commissioning, has been considered in accordance with the arrangements referred to in paragraph 1 of this condition.

8 The licensee shall, if so notified by ONR, submit to ONR the safety case for the aforesaid plant or processes prepared in pursuance of paragraph 7 of this condition and shall not commence operation of the relevant plant or process without the consent of ONR.

### *Licence Condition 22:* **Modification or experiment on existing plant**

1 The licensee shall make and implement adequate arrangements to control any modification or experiment carried out on any part of the existing plant or processes which may affect safety.

2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.

4 The aforesaid arrangements shall provide for the classification of modifications or experiments according to their safety significance. The arrangements shall where appropriate divide the modification or experiment into stages. Where ONR so specifies the licensee shall not commence nor thereafter proceed from one stage to the next of the modification or experiment without the consent of ONR. The arrangements shall include a requirement for the provision of adequate documentation to justify the safety of the proposed modification or experiment and shall where appropriate provide for the submission of the documentation to ONR.

5 The licensee shall, if so directed by ONR, halt the modification or experiment and the licensee shall not recommence such modifications or experiment without the consent of ONR.



### ***Licence Condition 23:*** **Operating rules**

1 The licensee shall, in respect of any operation that may affect safety, produce an adequate safety case to demonstrate the safety of that operation and to identify the conditions and limits necessary in the interests of safety. Such conditions and limits shall hereinafter be referred to as operating rules.

2 The licensee, where ONR so specifies, shall refer the operating rules arising from paragraph 1 of this condition to the relevant nuclear safety committee for consideration.

3 The licensee shall ensure that operations are at all times controlled and carried out in compliance with such operating rules. Where the person appointed by the licensee for the purposes of Condition 26 identifies any matter indicating that the safety of any operation or the safe condition of any plant may be affected that person shall bring that matter to the attention of the licensee forthwith who shall take appropriate action and ensure that the matter is then notified, recorded, investigated and reported in accordance with arrangements made under Condition 7.

4 The licensee shall submit to ONR for approval such of the aforesaid operating rules as ONR may specify.

5 The licensee shall ensure that once approved no alteration or amendment is made to any approved operating rule unless ONR has approved such alteration or amendment.

6 Notwithstanding the preceding provisions of this condition ONR may, if in its opinion circumstances render it necessary at any time, agree to the temporary suspension of any approved operating rule.

### ***Licence Condition 24:*** **Operating instructions**

1 The licensee shall ensure that all operations which may affect safety are carried out in accordance with written instructions hereinafter referred to as operating instructions.

2 The licensee shall ensure that such operating instructions include any instructions necessary in the interests of safety and any instructions necessary to ensure that any operating rules are implemented.

3 The licensee shall, if so specified by ONR, furnish to ONR copies of such operating instructions and when any alteration is made to the operating instructions furnished to ONR, the licensee shall ensure that such alteration is furnished to ONR in such time as may be specified.

4 The licensee shall make and implement adequate arrangements for the preparation, review and amendment of such operating instructions.

5 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.

6 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.

### *Licence Condition 25:* **Operational records**

1 The licensee shall ensure that adequate records are made of the operation, inspection and maintenance of any plant which may affect safety.

2 The aforesaid records shall include records of the amount and location of all radioactive material, including nuclear fuel and radioactive waste, used, processed, stored or accumulated upon the site at any time.

3 The licensee shall record such additional particulars as ONR may specify.

4 The licensee shall furnish to ONR such copies of extracts from such records at such times as ONR may specify.

### *Licence condition 26:* **Control and supervision of operations**

The licensee shall ensure that no operations are carried out which may affect safety except under the control and supervision of suitably qualified and experienced persons appointed for that purpose by the licensee.

### *Licence condition 27:* **Safety mechanisms, devices and circuits**

The licensee shall ensure that a plant is not operated, inspected, maintained or tested unless suitable and sufficient safety mechanisms, devices and circuits are properly connected and in good working order.

### *Licence Condition 28:* **Examination, inspection, maintenance and testing**

1 The licensee shall make and implement adequate arrangements for the regular and systematic examination, inspection, maintenance and testing of all plant which may affect safety.

2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.

4 The aforesaid arrangements shall provide for the preparation of a plant maintenance schedule for each plant. The licensee shall submit to ONR for its approval such part or parts of any plant maintenance schedule as ONR may specify.

5 The licensee shall ensure that once approved no alteration or amendment is made to any approved part of any plant maintenance schedule unless ONR has approved such alteration or amendment.

6 The licensee shall ensure in the interests of safety that every examination, inspection, maintenance and test of a plant or any part thereof is carried out.

- a) by suitably qualified and experienced persons;
- b) in accordance with schemes laid down in writing;
- c) within the intervals specified in the plant maintenance schedule; and
- d) under the control and supervision of a suitably qualified and experienced person appointed by the licensee for that purpose.

7 Notwithstanding the above paragraphs of this condition ONR may agree to an extension of any interval specified in the plant maintenance schedule.

8 When any examination, inspection, maintenance or test of any part of a plant reveals any matter indicating that the safe operation or safe condition of that plant may be affected, the suitably qualified and experienced person appointed to control or supervise such examination, inspection, maintenance or test shall bring it to the attention of the licensee forthwith who shall take appropriate action and ensure the matter is then notified, recorded, investigated and reported in accordance with arrangements made under Condition 7.

9 The licensee shall ensure that a full and accurate report of every examination, inspection, maintenance or test of any part of a plant indicating the date thereof and signed by the suitably qualified and experienced person appointed by the licensee to control and supervise such examination, inspection, maintenance or test is made to the licensee forthwith upon completion of the said examination, inspection, maintenance or test.

### *Licence Condition 29:*

#### **Duty to carry out tests, inspections and examinations**

1 The licensee shall carry out such tests, inspections and examinations in connection with any plant (in addition to any carried out under Condition 28 above) as ONR may, after consultation with the licensee, specify.

2 The licensee shall furnish the results of any tests, inspections and examinations carried out in accordance with paragraph 1 of this condition to ONR as soon as practicable.

### *Licence Condition 30:*

#### **Periodic shutdown**

1 When necessary for the purpose of enabling any examination, inspection, maintenance or testing of any plant or process to take place, the licensee shall ensure that any such plant or process shall be shut down in accordance with the requirements of its plant maintenance schedule referred to in Condition 28.

2 Notwithstanding paragraph 1 of this condition ONR may agree to an extension of a plant's operating period.

3 The licensee shall, if so specified by ONR, ensure that when a plant or process is shut down in pursuance of paragraph 1 of this condition it shall not be started up again thereafter without the consent of ONR.

### *Licence Condition 31:*

#### **Shutdown of specified operations**

1 The licensee shall, if so directed by ONR, shut down any plant, operation or process on the site within such period as ONR may specify.

2 The licensee shall ensure that when a plant, operation or process is shut down in pursuance of paragraph 1 of this condition it shall not be started up again thereafter without the consent of ONR.

### *Licence Condition 32:*

#### **Accumulation of radioactive waste**

1 The licensee shall make and implement adequate arrangements for minimising so far as is reasonably practicable the rate of production and total quantity of radioactive waste accumulated on the site at any time and for recording the waste so accumulated.

2 The licensee shall submit to ONR for approval such part or parts of the aforesaid arrangements as ONR may specify.

3 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has **approved** such alteration or amendment.

4 Without prejudice to paragraph 1 of this condition the licensee shall ensure that radioactive waste accumulated or stored on the site complies with such limitations as to quantity, type and form as may be **specified** by ONR.

5 The licensee shall, if so **specified** by ONR, not accumulate radioactive waste except in a place and in a manner **approved** by ONR.

### ***Licence Condition 33:*** **Disposal of radioactive waste**

1 The licensee shall, if so **directed** by ONR, ensure that radioactive waste accumulated or stored on the site is disposed of as ONR may **specify** and in accordance with an <sup>1</sup>environmental permit, or an existing permit which has become an environmental permit, granted under the Environmental Permitting (England and Wales) Regulations 2010 (as amended).

### ***Licence Condition 34:*** **Leakage and escape of radioactive material and radioactive waste**

1 The licensee shall ensure, so far as is reasonably practicable, that radioactive material and radioactive waste on the site is at all times adequately controlled or contained so that it cannot leak or otherwise escape from such control or containment.

2 Notwithstanding paragraph 1 of this condition the licensee shall ensure, so far as is reasonably practicable, that no such leak or escape of radioactive material or radioactive waste can occur without being detected, and that any such leak or escape is then notified, recorded, investigated and reported in accordance with arrangements made under Condition 7.

3 Nothing in this condition shall apply to discharges or releases of radioactive waste in accordance with an approved operating rule or<sup>2</sup> environmental permit, or an existing permit which has become an environmental permit, granted under the Environmental Permitting (England and Wales) Regulations 2010 (as amended).

---

1 Authorisation granted under the Radioactive Substances Act 1960 or, as the case may be, the Radioactive Substances Act 1993. (*Version of LC33 to be attached to the licences of sites in Scotland.*)

2 Disposal authorisations granted under the Radioactive Substances Act 1960 or, as the case may be, the Radioactive Substances Act 1993. (*Version of LC34 to be attached to the licences of sites in Scotland.*)

### ***Licence Condition 35:*** **Decommissioning**

- 1 The licensee shall make and implement adequate arrangements for the decommissioning of any plant or process which may affect safety.
- 2 The licensee shall make arrangements for the production and implementation of decommissioning programmes for each plant.
- 3 The licensee shall submit to ONR for **approval** such part or parts of the aforesaid arrangements or programmes as ONR may **specify**.
- 4 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements or programmes unless ONR has **approved** such alteration or amendment.
- 5 The aforesaid arrangements shall where appropriate divide the decommissioning into stages. Where ONR so **specifies** the licensee shall not commence nor thereafter proceed from one stage to the next of the decommissioning without the **consent** of ONR. The arrangements shall include a requirement for the provision of adequate documentation to justify the safety of the proposed decommissioning and shall where appropriate provide for the submission of this documentation to ONR.
- 6 The licensee shall, if so **directed** by ONR where it appears to them to be in the interests of safety, commence decommissioning in accordance with the aforesaid arrangements and decommissioning programmes.
- 7 The licensee shall, if so **directed** by ONR, halt the decommissioning of a plant and the licensee shall not recommence such decommissioning without the **consent** of ONR.

### ***Licence Condition 36:*** **Organisational capability**

- 1 The licensee shall provide and maintain adequate financial and human resources to ensure the safe operation of the licensed site.
- 2 Without prejudice to the requirements of paragraph 1, the licensee shall make and implement adequate arrangements to control any change to its organisational structure or resources which may affect safety.
- 3 The licensee shall submit to ONR for **approval** such part or parts of the aforesaid arrangements as ONR may **specify**.
- 4 The licensee shall ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has **approved** such alteration or amendment.

5 The aforesaid arrangements shall provide for the classification of changes to the organisational structure or resources according to their safety significance. The arrangements shall include a requirement for the provision of adequate documentation to justify the safety of any proposed change and shall where appropriate provide for the submission of such documentation to ONR.

6 The licensee shall if so directed by ONR halt the change to its organisational structure or resources and the licensee shall not recommence such change without the consent of ONR.







## Office for Nuclear Regulation

### © Office for Nuclear Regulation 2016

The text of this document may be reproduced free of charge in any format or medium, providing that it is reproduced accurately and not in a misleading context under the terms of the [Open Government Licence v2.0](#).

ONR logos cannot be reproduced without the prior written permission of the Office for Nuclear Regulation. Some images and illustrations may not be owned by ONR and cannot be reproduced without permission of the copyright owner.

Any enquiries regarding this publication should be addressed to:

*ONR communications team*  
Office for Nuclear Regulation  
Redgrave Court  
Merton Road  
Bootle  
Merseyside L20 7HS

Email: [onr@onr.gsi.gov.uk](mailto:onr@onr.gsi.gov.uk)

**Published January 2016**

Further information about ONR is available at [www.onr.org.uk](http://www.onr.org.uk)