



Registration of Designated Radiation Equipment Class 3b and 4 Lasers Step-by-Step Instructions

Radiation Protection Act – Sec (10) 2

“The Director may make the obtaining of a registration certificate subject to each condition as the Director considers necessary to ensure the safe use of the designated radiation equipment being registered.”

1. Owner submits CPSA [Application for the Registration of Designated Radiation Equipment – Class 3b and 4 lasers per piece of equipment](#).
2. Owner contacts an [Authorized Radiation Protection Agency \(ARPA - facility and equipment inspectors\)](#) to arrange on-site testing of equipment.
3. ARPA provides compliance verification report(s).
4. Compliance verification report(s) submitted to CPSA.
5. Upon review and approval CPSA issues:
 - Confirmation letter;
 - Registration certificate(s); and
 - One-time registration fees invoice(s)
6. Owner receives CPSA *Certificate(s) of Registration* and the laser(s) may begin to be used.

Please note:

- **As per the *Radiation Protection Act*, equipment must not be operated until a registration certificate is issued.**
- **Owners are responsible** for ensuring
 - CPSA is in receipt of compliance verification report
 - Equipment details on application and report are accurate (i.e. correct manufacturer, model name, serial number)
- Equipment is recertified in accordance to the [CPSA re-testing schedule](#).