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Item 1053

REGULATION OF THE COUNCIL OF MINISTERS

of 25 May 2021

on requirements for the registration of individual doses[1]

Pursuant to Art. 28 Section 1 of the Act of 29 November 2000 - the Atomic Law (Dz.U. of 2021, item 623 and 784), it is ordered as follows:

§ 1. This Regulation shall specify the requirements for the registration of individual doses, considering in particular:

1) content and method of maintaining the register of individual doses kept by the head of the organizational entity as well as the Central Dose Register, the length of the registration period, the period for keeping the data in these registers, the period for keeping the documents which are the basis for making entries in the registers, the procedure for making copies of the data contained in the registers and the period for keeping them, as well as the template of the registration card for the Central Dose Register and the template of the record card for the Central Dose Register;

2) entities to which data from the register of individual doses kept by the head of the organizational entity as well as from the Central Dose Register may be communicated, the deadlines for the communication of such data, and the content of the application for access to data from the Central Dose Register;

3) exposures referred to in Art. 16 Section 1, Art. 19 Section1, Art. 20 and Art. 23c Section 5 of the Act of 29 November 2000 - the Atomic Law, hereinafter referred to as the 'Act', including the results of dosimetry measurements;

4) list of research institutes referred to in Art. 22 Section 2 Item 1 of the Act.

§ 2. Whenever this Regulation refers to a registration period, it shall mean the period for which the exposure of workers is assessed.

§ 3. 1. The registration of individual doses received by category A workers shall be made in the register, which includes the following data:

1) surname, forenames, sex, date of birth of the worker and his/her PESEL number or, if he/she does not have it, the name and number of the document confirming the identity of the worker;

2) information on the type of work performed by the worker during the registration period;

3) information obtained from the Central Dose Register on the effective dose received by the worker prior to employment under exposure conditions in the organizational entity, distinguishing between doses received during the last 4 calendar years;

4) results of dosimetric measurements which form the basis of the assessment of the effective dose during the recording period, together with information on the measurement methods used and on the entity carrying out the

[1] This Regulation implements within its scope the Council Directive 2013/59/Euratom of 5 December 2013 laying down basic safety standards for protection against the dangers arising from exposure to ionising radiation, and repealing Directives 89/618/Euratom, 90/641/Euratom, 96/29/Euratom, 97/43/Euratom and 2003/122/Euratom (OJ EU L 13, 17.1.2014, p. 1, OJ EU L 72, 17.3.2016, p. 69, OJ EU L 152, 11.6.2019, p. 128 and OJ EU L 324, 13.12.2019, p. 80).

measurements;

5) assessment of the effective dose, including the committed effective dose and, depending on the type of work carried out by the worker, the equivalent doses to the lens of the eye, the skin and the extremities, received by the worker during the registration period, together with information on the basis for the assessment;

6) information on the circumstances under which the exposure occurred:

a) as a result of a worker's routine activities,

b) in an accidental exposure situation as referred to in Art. 16 Section 1 of the Act,

c) in the special cases referred to in Art. 19 Section 1 of the Act,

d) in an exceptional exposure situation as referred to in Art. 20 of the Act,

e) in the situation referred to in Art. 23c Section 5 of the Act;

7) information on the action taken in the case of exposure referred to in Art. 16 Section 1, Art. 19 Section 1, Art. 20 or Art. 23c Section 5 of the Act;

8) information identifying the authorized medical practitioner exercising medical supervision over the worker.

2. The registration period shall cover a calendar year, but the head of the organizational entity may, depending on the type of work performed by the worker, specify a shorter registration period.

3. Where exposures have occurred under the circumstances referred to in Sections 1 Item 6 Letters b-d, the period of registration shall be the exposure period.

4. Individual doses received in the circumstances referred to in Section 1 Item 6 Letters a), b) and e) shall not be aggregated with individual doses received in the circumstances referred to in Section 1 Item 6 Letters c) and d).

§ 4. 1. The register of individual doses referred to in § 3 shall be conducted in written form in a paper or electronic record book and shall consist of record cards separate for each worker.

2. The record cards of the register of individual doses shall include the data referred to in § 3 Section 1.

§ 5. The data in the individual dose register and the documents forming the basis of such register shall be kept until the worker reaches the age of 75, but not less than 30 years from the date on which the worker ceases to work under exposure conditions in the organizational entity concerned.

§ 6. 1. If the register of individual doses is kept in writing in the form of an electronic register book, the head of the organizational entity shall make a copy of the data contained in this book at least quarterly and save it on computer data carriers.

2. If the register of individual doses is kept in a written paper form, the head of the organizational entity shall make a photocopy of it at least once a year.

3. The copy of the data referred to in Section 1 and the photocopy referred to in Section 2 shall be retained for a period of 5 years from the date on which they were made.

§ 7. 1. The provisions of § 3-6 shall apply accordingly to the registration of individual doses received by category B workers if the license to conduct exposure-related activity contains a condition to carry out an exposure assessment of those workers performing the work specified in the license on the basis of measurements of individual doses.

2. The provisions of § 3 Section 1 Items 1 and 4 to 7, Sections 3 and 4 and § 4 to 6 shall apply accordingly to the registration of individual doses received by persons other than Category A workers in situations of the following exposure:

1) accidental, as referred to in Art. 16 Section 1 of the Act;

2) emergency, as referred to in Art. 20 of the Act.

§ 8. 1. The head of the organizational entity shall transfer, by 15 April of the following year:

1) to the authorized medical practitioner exercising medical supervision over category A workers the data referred to in § 3 Section 1,

2) to the Central Dose Register the data referred to in § 3 Section 1 Items 1, 2 and 5 to 8,

- concerning the calendar year preceding the transfer.

2. If the work under exposure conditions has ceased before the end of the calendar year, the transmission of the data referred to in Section 1 shall take place as soon as the exposed work has ceased.

3. Immediately after the cessation of exposure of the persons mentioned in § 7 Section 2, the head of the organizational entity in an accidental exposure situation as referred to in Art. 16 Section1)of the Act, and the head of the organizational entity and the emergency team coordinator in an emergency exposure situation as referred to in Art. 20 of the Act, shall submit:

1) to the Central Dose Register the data referred to in § 3 Section 1 Items 1, 2 and 5 to 7;

2) to the authorized medical practitioner the data referred to in § 3 Section 1 - in the case of members of emergency teams referred to in Art. 20 of the Act;

3) to an exposed person the data referred to in § 3 Section 1 Items 1, 2 and 4 to 8.

4. Where a worker has received an effective dose exceeding 15 millisieverts (mSv) in a given calendar year, the head of the organizational entity shall immediately forward the data referred to in § 3 Section1 Items 1, 2 and 5 to 8 to the Central Dose Register.

5. The data referred to in Sections 1, 3 and 4 shall be communicated to the Central Dose Register in the form of a registration card.

6. The template of the registration card for the Central Dose Register is set out in Annex 1 to this Regulation.

§ 9. 1. The Central Dose Register shall contain:

1) number and date of establishment of the record card of the Central Dose Register;

2) surname, forenames, sex, date of birth of the worker and his/her PESEL number or, if he/she does not have it, the name and number of the document confirming the identity of the worker;

3) information on the type of work performed by the worker during the registration period;

4) determination of the registration period;

5) assessment of the effective dose, including the committed effective dose and, depending on the type of work carried out by the worker, the equivalent doses to the lens of the eye, the skin and the extremities, received by the worker during the registration period, together with information on the basis for the assessment;

6) sum of doses received by the worker during the calendar year and the sum of doses received by the worker during the following 4 calendar years;

7) name and address of the entity reporting the worker's doses to the Central Dose Register, as well as its REGON number;

8) the date of entry in the record card of the Central Dose Register ;

9) information on the circumstances under which the exposure occurred;

10) information on the action taken in the case of exposure referred to in Art. 16 Section 1, Art. 19 Section 1, Art. 20 or Art. 23c Section 5 of the Act;

11) in case of category A workers, information identifying the authorized medical practitioner exercising medical supervision over the worker.

2. The Central Dose Register shall be kept in writing in the form of an electronic database consisting of alphabetically arranged record cards, separate for each Category A worker and each person referred to in § 7 Section 2.

3. The template of the record card for the Central Dose Register is set out in Annex 2 to this Regulation.

4. Data entry into the Central Dose Register shall be made on the basis of registration cards.

§ 10. Data in the Central Dose Register and registration cards shall be kept until the date on which a category A worker or a person referred to in § 7 Section 2 will reach the age of 75 years, but not less than for a period of 30 years, counting from the end of the calendar year in which the last entry in the Central Dose Register concerning the worker or that person has been made.

§ 11. 1. The President of the National Atomic Energy Agency, hereinafter referred to as the 'President of the Agency', shall make a copy of the data contained in the Central Dose Register annually as at 31 December and record them on computer data carriers.

2. The copy of the data referred to in Section 1 shall be kept for a period of 5 years from the end of the year in which it was made.

§ 12. 1. From the Central Dose Register, the President of the Agency shall provide data on doses received by the person whose data are recorded in the register, taking into account the circumstances of exposure:

1) to the head of the organizational entity where the person is to be employed under exposure conditions, upon his/her request;

2) to the person whose data are registered in the register, at his/her request.

2. The application referred to in Section 1 Item 1 shall include:

1) name, address, REGON number of the organizational entity whose head is making the request;

2) surname, forenames, sex, date of birth of the requested person, as well as his/her PESEL number, if he/she has it;

3) statement of the head of the organizational entity that he/she intends to employ the person to whom the application relates in the organizational entity he/she heads, together with the type of work to be performed by that person;

4) indication of the period to be covered by the information on doses received by the person to be employed under the exposure conditions;

5) date of application;

6) signature of the head of the organizational entity.

3. The application referred to in Section 1 Item 2 shall contain:

1) surname, forenames, date of birth, place of residence of the requesting person and his/her PESEL number, if he/she has it;

2) indication of the period to be covered by the information on the doses received by the requesting person and his/her signature.

4. At the request of a person whose data are recorded in the Central Dose Register, justified by the intention to work under exposure conditions outside the country, the President of the Agency shall communicate to that person in English the data on the individual doses received by him/her.

5. The President of the Agency shall communicate the data from the Central Dose Register within 30 days of receipt of the application.

§ 13. The list of research institutes referred to in Art. 22 Section 2 Item 1 of the Act includes:

1) Institute of Occupational Medicine in Łódź;

2) Central Laboratory for Radiological Protection in Warsaw;

3) Military Institute of Hygiene and Epidemiology in Warsaw;

4) Institute of Nuclear Physics of the Polish Academy of Sciences in Kraków;

5) Central Mining Institute in Katowice;

6) National Centre for Nuclear Research in Otwock.

§ 14. The heads of the organizational entities and the President of the Agency shall adapt the individual dose registers and the Central Dose Register kept by them, respectively, to the requirements provided for in this Regulation within 12 months of the entry into force of it.

§ 15. The existing provisions shall apply to the data in the individual dose registers and the Central Dose Register which were entered into them before the date of entry into force of this Regulation.

§ 16. This Regulation shall enter into force 30 days following its promulgation.[2]

Prime Minister: *M. Morawiecki*

[2] This Regulation was preceded by the Regulation of the Council of Ministers of 23 March 2007 on the requirements for registration of individual doses (Dz. U., item 913), which, pursuant to Art. 37 Section 1 Item 2 of the Act of 13 June 2019 amending the Act - the Atomic Law and certain other acts (Dz. U., item 1593 and of 2020, item 284), shall be repealed as of the date of entry into force of this Regulation.

Annexes to the Regulation of the Council of Ministers
of 25 May 2021 (item 1053)

Annex No. 1

TEMPLATE

REGISTRATION CARD FOR THE CENTRAL DOSE REGISTER

NAME AND ADDRESS OF THE ORGANIZATIONAL ENTITY SUBMITTING THE REGISTRATION, REGON					
....					
II. INFORMATION ABOUT THE PERSON CONCERNED					
SURNAME:					
FORENAMES:					
SEX:	**M** □	**F** □	PESEL:[1)]		
NAME AND NUMBER OF THE WORKER'S IDENTITY DOCUMENT[2)]					
DATE OF BIRTH:					
III. DOSE [mSv]					
EFFECTIVE E[3)]		EQUIVALENT			
	INCL COMMITTED EFFECTIVE DOSE	IN THE LENS OF THE EYE	IN THE SKIN	IN THE EXTREMITIES	
REGISTRATION PERIOD					
INFORMATION ON THE TYPE OF WORK CARRIED OUT					
CIRCUMSTANCES OF EXPOSURE[4)]	**a**	**b**	**c**	**d**	**e**
ASSESSMENT BASIS[5)]	**a**	**b**	**c**	**d**	**e**
ENTITY WHICH CARRIED OUT THE MEASUREMENTS					
INFORMATION ON ACTIONS TAKEN[6)]					
MEDICAL PRACTITIONER SUPERVISING THE WORKER[)]					

…… ……

(date of notification) (signature of the head of the organizational entity)

Explanations:

1) For persons having a PESEL number.
2) For persons without a PESEL number.
3) The effective dose E is the sum of the doses from external irradiation and the dose from internal irradiation expressed as the committed dose E(50) due to the intake of radionuclides into the body.
4) Tick the appropriate one:
a - occurred as a result of routine operations,
b - resulted from an accidental exposure situation referred to in Art. 16 Section 1 of the Act of 29 November 2000 - the Atomic Law (Dz. U. of 2021, item 623, as amended),
c - occurred in special cases referred to in Art. 19 Section 11 of the Act of 29 November 2000 - the Atomic Law,
d - occurred in the case of exceptional exposure referred to in Art. 20 of the Act of 29 November 2000 - the Atomic Law.
e - occurred in the situation referred to in Art. 23c Section 5 of the Act of 29 November 2000 - the Atomic Law.
5) Tick the appropriate one:
a - assessment made on the basis of individual dosimetry,
b - assessment made on the basis of internal contamination measurements,
c - assessment made on the basis of the results of dosimetric measurements performed in the working environment,
d - assessment made on the basis of individual dose measurements carried out for other exposed category A workers,
e - assessment made on the basis of calculation methods approved by the competent authority issuing a license.
6) Provide information on the action taken in the event of exposure referred to in Art. 16 Section 1, Art. 19 Section 1, Art. 20 or Art. 23c Section 5 of the Act of 29 November 2000 - the Atomic Law.
7) In the case of category A workers, provide information identifying the authorized medical practitioner supervising the worker.

Annex No. 2

TEMPLATE

RECORD CARD OF THE CENTRAL DOSE REGISTER NO. .....

INFORMATION ABOUT THE PERSON WHOSE DATA ARE RECORDED	
SURNAME:	
FORENAMES:	
SEX:	M □ F □
DATE OF BIRTH:	
PESEL[1)]	
NAME AND NUMBER OF THE WORKER'S IDENTITY DOCUMENT[2)]	
TYPE OF WORK CARRIED OUT	

DATE OF CARD CREATION:

…….

YEAR	**REGISTRATION PERIOD (if less than one year)**	**EFFECTIVE DOSE** [mSv]	**INCL COMMITTED EFFECTIVE DOSE** [mSv]	**EQUIVALENT DOSE IN THE LENS OF THE EYE** [mSv]	**IN THE SKIN** [mSv]	**IN THE EXTREMITIES** [mSv]	**NAME AND ADDRESS OF THE ORGANIZATIONAL ENTITY SUBMITTING THE REGISTRATION, REGON**	**DATE OF ENTRY**	**CIRCUMSTANCES OF EXPOSURE[4)]**	**BASIS OF ASSESSMENT [5)]**	**ACTIONS TAKEN [6)]**	**AUTHORIZED PRACTITIONER SUPERVISING THE WORKER[)]**	**SUM OF DOSES RECEIVED DURING 4 CONSECUTIVE CALENDAR YEARS 8)**
									a b c d e	a b c d e			
									a b c d e	a b c d e			
									a b c d e	a b c d e			
	TOTAL FOR THE YEAR [3)]												
									a b c d e	a b c d e			
									a b c d e	a b c d e			
									a b c d e	a b c d e			
	TOTAL FOR THE YEAR [3)]												

Explanations:

1) For persons having a PESEL number.

2) For persons without a PESEL number.

3) Includes doses received as a result of routine operations, received in the accidental exposure situation referred to in Art. 16 Section 1 of the Act of 29 November 2000 - the Atomic Law (Dz. U. of 2021, item 623, as amended), and in the situation referred to in Article 23c Section 5 of the Act.

4) Tick the appropriate one - occurred: a - as a result of routine operations, b - in an accidental exposure situation referred to in Art. 16 Section 1 of the Act of 29 November 2000 - the Atomic Law, c - in special cases referred to in Art. 19 Section 1 of the Act of 29 November 2000 - the Atomic Law, d - in the case of emergency exposure referred to in Art. 20 of the Act of 29 November 2000 - the Atomic Law, e - in the situation referred to in Art. 23c Section 5 of the Act of 29 November 2000 - the Atomic Law.

5) Tick the appropriate one: a - assessment made on the basis of individual dosimetry, b - assessment made on the basis of internal contamination measurements, c - assessment made on the basis of the results of dosimetrric measurements performed in the working environment, d - assessment made on the basis of individual dose measurements carried out for other exposed category A workers, e - assessment made on the basis of calculation methods approved by the competent authority issuing a license.

6) Provide information on the action taken in the event of exposure referred to in Art. 16 Section 1, Art. 19 Section 1, Art. 20 or Art. 23c Section 5 of the Act of 29 November 2000 - the Atomic Law.

7) In the case of category A workers, provide information identifying the authorized medical practitioner supervising the worker.