SINGLE WINDOW FOR ISSUING LICENSES FOR EXPORT AND IMPORT OF IONIZING RADIATION SOURCES AND TRANSIT OF RADIOACTIVE SOURCES

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ABSTRACT
In this paper we present the electronic system for application and issuing licenses for export, import and transit of goods (EXIM), particularly for ionizing radiation sources, in the Republic of Macedonia. This system is a modern and helpful tool for simple issuing licenses, for establishing a unique database and it represents a harmonized system for exchanging information between the governmental, public and private legal persons in the Republic of Macedonia.

1. Introduction
EXIM represents an electronic system used by 16 institutions in the Republic of Macedonia which have competencies in the field of foreign-trade operations. It enables searching by goods tariff number and obtaining information for the needed licenses for import, export or transit. EXIM also enables electronic application for import, export and transit licenses, as well as electronic issuing licenses from the competent governmental institutions.

There are many advantages of the implementation of the EXIM. Firstly, 24 hours 7 days in a week accessibility of the service; saving time and costs for the applicants (legal persons) because of the electronic application; increasing the efficiency of the process of issuing licenses; standardized and harmonized data in the applications for licenses which will enable general data exchange between the governmental institutions; electronic monitoring of the final date of validity of the licenses; etc.

The Radiation Safety Directorate is a part of this system. It is an independent governmental regulatory body established on 5 May 2005. The duties and responsibilities of the Radiation Safety Directorate are prescribed in the Law on Ionizing Radiation Protection and Safety [1] and the regulations thereto. For example, the Radiation Safety Directorate is responsible for notification, licensing and control of the ionizing radiation sources and practices, control and inspection of all the users of ionizing radiation sources, issuing and revoking licenses (enforcement), preparing of National Action Plan for protection of the public in case of accidents and incidents and undertaking all the necessary measures in these cases, adopting regulations, maintaining National registry on ionizing radiation sources, occupationally exposed persons and nuclear material, ensuring training in field of radiation protection and safety, to inform the public about radiation protection and safety issues, national and international cooperation, etc.

The Law on Ionizing Radiation Protection and Safety [1] which is a basic regulatory framework in field of radiation protection and safety refers to the EURATOM Directives No. 96/29, 89/618 and 97/43, recommendations from the Report by the IAEA RASSIA Mission (September 2005), recommendations from the IAEA “Guidance for import and export of radioactive sources” and “Code of conduct on the safety and security of radioactive sources”.

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2. Description of the electronic system

The establishment and manner of usage of the information system for data processing in electronic form and electronic signature for import, export and transit of goods is regulated by a decree from the Government of the Republic of Macedonia [2]. The Customs Administration operate with the system, but also the system is used by other competent governmental institutions: Ministry of Finance – Customs Administration; Ministry of Interior – Public Security Bureau; Ministry of Economy; Ministry of Economy – Bureau of Metrology; Ministry of Environment and Physical Planning; Ministry of Agriculture, Forestry and Water (MAFW); Veterinary Directorate (MAFW); Seed and Planting Material Directorate (MAFW); Phytosanitary Directorate (MAFW); State Agriculture Inspectorate (MAFW); Bureau of Medicines – Ministry of Health; State Sanitary and Health Inspectorate – Ministry of Health; Food Directorate – Ministry of Health; Institute for the protection of cultural heritage – Ministry of Culture; Radiation Safety Directorate; National Bank of the Republic of Macedonia. In order to establish better communication and cooperation as well as harmonized acting within the integrated border management the Radiation Safety Directorate has signed memoranda of understandings with many of these institutions in which the duties and responsibilities of each institution are clearly defined [3, 4].

According the Law on Ionizing Radiation Protection and Safety [1] one of the duties of the Radiation Safety Directorate is licensing of the ionizing radiation sources, which includes issuing licenses for import and export of ionizing radiation sources and transit of radioactive sources through the territory of the Republic of Macedonia. Thus the Radiation Safety Directorate uses this system for issuing these licenses.

Guidance for usage of the EXIM [5] and for searching of “Serial number” and “CN – common name” of a certificate [6] are provided for the legal persons. Any legal person for using the system shall have: stable internet connection, valid e-mail address, digital certificate, registration in the system, installed support for JAVA 1.6, installed Macedonian support for filling the forms. The manner of using a digital certificate is regulated by the provisions of the Law on Data in Electronic Form and Electronic Signature [7]. The procedure for issuing a licence is prescribed by the Law on General Administrative Procedure [8] and all the documentation that shall be submitted for issuing licenses for export and import of ionizing radiation sources and transit of radioactive sources are prescribed by the Radiation Safety Directorate provisions for radiation protection and safety.

Every license issued by the system has a code. For example, the first four digits in the code of the license for transit of radioactive sources are T001, for import - I036 and for export - E036. Follows the date (year, month, day), and the system generates unique number with six digits in the end of the code. An example of license code is the following E03620090428042007.

From the moment of submission of an application for license until the day of issuing the license, there are several statuses (unprocessed, accepted, reviewed, paid, approved, used). At the same time the system generates information through e-mail for changing the status of the application to the applicant (legal person) and the governmental official from a competent governmental institution who works on the license and who has an electronic signature.
After electronic signing of the submitted application from the applicant who are asking for a license, the system generates an information to the competent governmental institution responsible for issuing a given license with content “A document with number E03620090428042007 changed its status to unprocessed”. The applicant, with signing the application, automatically signs an agreement that will follow the provisions from the appropriate law, for example the Law on Ionizing Radiation Protection and Safety [1]. The next step is acceptance of the submitted application from a governmental official from a competent governmental institution or, if appropriate, to reject or withdraw the application. The system generates information in accordance to the decision. If the submitted application is accepted the system generates information “A document with number E03620090428042007 changed its status to accepted” or “A document with number E03620090428042007 changed its status to rejected” if it is rejected.

The next step is reviewing the submitted application for a license by a governmental official. In this step the governmental official can accept or reject or withdraw the application. The governmental official can ask for additional data or documents from the applicant if it is needed. Until the moment of changing the status to “accepted” the legal persons can change the data in the application.

The system also allows an electronic check of the paid administrative taxes from the applicants, so a copy from the deposit slip is not needed. If the applicants pay additional costs then the governmental officials manually fill in the system the amount of the paid costs and after that the status is changed to “paid”. Electronic information “A document with number E03620090428042007 changed its status to paid” is generated automatically as previous.

The final stage in the process of issuing a license is signing the license by a competent authorized governmental persons (for example, the director of the Radiation Safety Directorate). Then the status is changed to “approved”.

A paper copy of the license is not needed for the applicant since the customs officers from the Customs Administration immediately have information from the system for any issued license. After that the import, export or transit can be conducted. If the issued license is for a single export, import or transit the customs officer revokes the license after the conducted import, export or transit. Then the status of the license is “used”. If the issued license is for more than one import, export or transit then the customs officer revokes the license in parts. Then the status of the license is “partly used”.

Here we introduce all the needed data and documentations for issuing a license by the Radiation Safety Directorate for import of radioactive sources. The applicants submit an application in electronic form. They shall fill in general data: Unique Tax Number of the applicant; Unique Tax Number of the final user(s) of the radioactive sources with the name of the responsible person; number and date of issuing of the final user(s) license by the Radiation Safety Directorate for threshing an activity with ionizing radiation sources; an authorized transporter by the Radiation Safety Directorate which will conduct the transport of the sources to the final user(s); number and date of issuing of the license for transport of radioactive sources; and additional information, if needed.
The applicants also fill in data for the sources: tariff number; description of the tariff number; trade description; radionuclide; chemical/physical form; origin activity in MBq; date of origin activity; usage of the sources; manufacturer of the sources; description of the container (type, serial number, number of certificate); number of sources; and the total activity. The legal person electronically attaches documents to these data; for example, agreement from the final user(s) that the sources will be used for their own practice; agreement from the transporter that he will conduct the transport of the radioactive sources to the final user(s); etc. The needed data and documentations for issuing a license for export of radioactive sources are similar to those needed for import.

In case of transit of radioactive sources through the territory of the Republic of Macedonia some additional data are needed. For example, data for the transporter, valid license for transport of radioactive sources, authorized persons included in the process of transport, itinerary of the transit including starting and final destinations, oriental dates of entering and exit the Republic of Macedonia with the name of the border crossings, oriental time duration of the transit through the territory of the Republic of Macedonia, data and documentations for the vehicle, radiation protection programme, emergency response plan, etc.

3. Summary

The electronic system for application and issuing licenses for export, import and transit of goods (EXIM) represents a modern and helpful tool for simple application of a license for import, export and transit, as well as for fast issuing licenses. The process of issuing licenses is simple, fast and safe. With this electronic system in the Republic of Macedonia a unique database and harmonized system for exchanging information between the governmental, public and private legal persons is established. The system helps for quality, efficient and diligent work of the competent governmental institutions in the Republic of Macedonia which is one of the benchmarks for accession of the Republic of Macedonia in the European Union. The further activities will be in a way of establishing a system of electronic application and issuing licenses for all the practices with ionizing radiation sources in the Republic of Macedonia.

4. References

Statistics for using the informatics-communication system for integrated border management (signed August 2008).