

## Brief Guidelines for Obtaining Licence/Registration for operation of Medical Diagnostic X-ray Equipment through e-LORA

It is mandatory for all users/owners of medical diagnostic x-ray equipments to obtain Licence/Registration from AERB for Operation of the equipment as per Atomic Energy (Radiation Protection) Rules 2004. Here are the simple steps to help you in obtaining the requisite licence/registration through e-LORA

### Step-1 : Register Your Institute

Visit our website [www.aerb.gov.in](http://www.aerb.gov.in) and click on the button eLORA. It will redirect you to the eLORA home page. Use the "Register Institute" option to submit the application for Institute Registration. (USERNAME and PASSWORD will be sent to your email address after processing of application). Detailed [Guidelines for Institute Registration](#) are available in e-LORA home page.

### Step-2A: Obtain Licence for operation of existing medical diagnostic x-ray equipment ( for equipment existing/ installed prior to January, 2015)

To obtain the Licence/Registration for existing medical diagnostic x-ray equipment (*existing/ installed prior to January, 2015*) follow the sequence;

1. *Declare the existing equipment(s)*: Click on "Declare Existing X-ray Equipment" and declare all existing X-ray equipments one by one.
2. *Record of Licence/Registration*: If you have valid AERB Licence/Registration against any of the declared equipment, click on "Record Licence for operation of X-ray Equipment" and record the same by uploading a scanned copy of Licence/Registration.
3. *Apply for Licence/Registration*: If you have not obtained Licence/ Registration from AERB for any equipment, apply for the same by clicking "Licence for Operation of Existing Equipment".

### Step-2B: Licence for operation of new medical diagnostic x-ray equipment

To obtain the Licence/Registration for new medical diagnostic x-ray equipment follow the sequence

1. *Obtain Procurement Permission*: Obtain permission from AERB for procurement of new x-ray equipment
2. *Apply for Licence/Registration for operation*: Apply and obtain license/registration for operation of your new x-ray equipment. You will be able to apply for the licence/registration, as soon as the supplier submits the installation report to AERB through eLORA.

***NOTE:*** Detailed guidelines for obtaining regulatory consents through e-LORA is available in the "Help" menu which can be accessed when you log in to your e-LORA account. Prior to applying for Licence/ registration please ensure the following:

(i) Add safety tools through Add Instrument in Instrument Management, (ii) add radiation worker and their role (operator/medical practitioner) through Add Employee in User Management.

Prepare a sketch of room layout (1:50 scale) of each x-ray room (not applicable for Radiography (mobile), C-Arm, O-Arm, Dental (Intra-oral) and Dental (Hand –held) X-ray equipment).

Additional requirements for Computed Tomography and Interventional Radiology Facilities: Ensure that approved RSO (Radiological Safety Officer) is available in your institution.