

STATE NUCLEAR POWER SAFETY INSPECTORATE

DESCRIPTION OF THE PROVISION OF ADMINISTRATIVE SERVICES OF ISSUING PERMIT TO TRANSPORT RADIOACTIVE MATERIALS, APPROVING AND AGREEING ON STANDARD DOCUMENT, REVOKING OF PERMIT TO TRANSPORT RADIOACTIVE MATERIALS AND STANDARD DOCUMENT

1.	Title of administrative service	Issuance of permits to transport radioactive materials, administrative service of approving and agreeing on standard document, revocation of permit to transport radioactive materials and standard document.
2.	Recipients of administrative service	2.1. Permits to transport radioactive materials and administrative services of approving and agreeing on standard document can be obtained by a national of the Republic of Lithuania or a citizen of other Member State, other natural person exercising the right of free movement in the Member States under the laws of the EU (European Union), a legal entity established in the Republic of Lithuania or a legal entity established in other Member State, other organisation or affiliates thereof, as well as the affiliates of a foreign legal entity or other organisation established in the Republic of Lithuania (hereinafter – persons). 2.2. Administrative services of revocation of permits and standard documents may be obtained by the holders of permits and standard documents.
3.	Type of administrative service: on-line / off-line service	Off-line services
3.1.	Link to on-line administrative service (<i>if service is on-line</i>)	–
3.2.	Link to application form(s) (<i>if service is off-line</i>)	3.2.1. Approved application and standard document forms are provided in [12.2] and shall be submitted according to the type of administrative service requested: 3.2.1.1. applications, submitted to obtain the permit to transport in the Republic of Lithuania, export or import from third countries nuclear and fissile materials, which quantities are defined in the Annex 1 of the Law on Nuclear Safety of the Republic of Lithuania, or other materials used in nuclear installation and thus having become radioactive materials or to transport nuclear and fissile materials, which quantities are defined in the Annex 1 of the Law on Nuclear Safety or other materials used in nuclear installation and thus having become radioactive materials, export of which from the Republic of Lithuania to other Member State or import to the Republic of Lithuania from other Member State are not regulated by the Council Regulation (EURATOM) No. 1493/93 of 8 June 1993 on Shipments of Radioactive Substances between Member States (OJ 2004, Special Edition, Chapter 12, Volume 1, p. 155) – Annex 2 of [12.2];

		<p>3.2.1.2. to obtain approved submitted standard document, when nuclear and fissile materials, which quantities are defined in the Annex 1 of the Law on Nuclear Safety, are imported to the Republic of Lithuania from other Member State – Annex 6 of [12.2];</p> <p>3.2.1.3. to obtain agreed submitted standard document, when nuclear and fissile materials, which quantities are defined in the Annex 1 of the Law on Nuclear Safety, are exported from the Republic of Lithuania to other Member State and (or) transited through the Republic of Lithuania between the Member States – Annex 6 of [12.2].</p> <p>3.2.2. The requests for revocation of permits to transport radioactive materials and standard documents shall be submitted to the State Nuclear Power Safety Inspectorate (hereinafter – VATESI) in free form application.</p>
3.3.	Links to descriptions of administrative service	PAS30160 (Permit to transport radioactive materials inside the Republic of Lithuania, to import, export and transit through the Republic of Lithuania).
4.	Provision duration of administrative service	<p>The duration of the procedure of issuance permits to transport radioactive materials, administrative service of approving and agreeing on standard document is defined in the Paragraph 5 of Article 30 of [12.1] – 30 calendar days.</p> <p>The decisions on revocation of permit to transport radioactive materials and standard document is taken not later than within 20 business days (Paragraph 25 of [12.5]).</p>
5.	Price of administrative service	<p>5.1. The amount of the obligatory State fee is defined in [12.3] in these Subparagraphs:</p> <p>5.1.1. in Subparagraph 4.600¹² – to approve standard document for import of radioactive materials to the Republic of Lithuania from other Member State;</p> <p>5.1.2. in Subparagraph 4.600¹³ – to agree on standard document for import of radioactive materials to the Republic of Lithuania from other Member State or transit through the Republic of Lithuania between the Member States;</p> <p>5.1.3. in Subparagraph 4.596.1 – to issue a permit to transport radioactive materials.</p> <p>5.2. The administrative service of revocation of permit to transport radioactive materials and standard document shall be free of charge.</p>
6.	Means of payment and procedure (including the payment option for foreigners)	<p>The obligatory State fee is paid into any budget revenue collection account published on the website of the State Tax Inspectorate under the Ministry of Finance https://www.vmi.lt/cms/biudzeto-pajamu-surenkamoji-saskaita.</p> <p>Payee of the obligatory State fee – the State Tax Inspectorate under the Ministry of Finance.</p> <p>When paying for the administrative service, it is important to indicate the payment code. When paying obligatory State fee for administrative services specified in this description the payment code is 5780.</p>
7.	Description of administrative service procedure	7.1. Issuance of the permits to transport radioactive materials, administrative service of approving and agreeing on standard document:

		<p>7.1.1. the procedure for submitting an application and obtaining a permit to transport radioactive materials is defined in Paragraphs 18⁴, 18⁵, 19, 20, 23–26 of [12.2];</p> <p>7.1.2. the procedure for approving and agreeing on standard document is defined in Paragraphs 30⁶, 30⁷ and 31 of [12.2].</p> <p>7.2. The procedure for revocation of permit to transport radioactive materials and standard document is defined in Paragraph 28 of [12.2].</p>
8.	Information and documents to be submitted	<p>8.1. The applicant for obtaining a permit, approved / agreed standard document, submits to VATESI an approved form application to issue a permit or approved form standard document either directly, by post, by courier, via National electronic despatch information system using postal network or other electronic means, or through the Point of Single Contact for Services and Products together with the documents applicable for the concrete application form or the standard document, specified in:</p> <p>8.1.1. Paragraphs 18⁴ and 30⁵ of [12.2] – the documents to be submitted together with the application for permit to transport radioactive materials;</p> <p>8.1.2. Paragraphs 30⁴ and 32 of [12.2] – the information and documents to be submitted together with the standard document.</p> <p>8.2. The requests to revoke the permit to transport radioactive materials and standard document are submitted to VATESI either directly, by post, by courier, via National electronic despatch information system using postal network or other electronic means, or through the Point of Single Contact for Services.</p>
9.	Administrative service provider	<p>Head of the Division of Transportation and Radiation Safety Kristina Tumosienė Tel.: (8 5) 2661 591 E-mail: kristina.tumosiene@vatesi.lt</p> <p>VATESI Deputy Head for Radiation Safety Darius Lukauskas Tel.: (8 5) 266 1593 E-mail: darius.lukauskas@vatesi.lt</p>
10.	Procedure for appealing (inaction) decisions adopted by administrative service provider	<p>Decisions of VATESI may be appealed to the Lithuanian Administrative Disputes Commission (Vilnius str. 27, 01402 Vilnius) under the procedure established by the Law on Pre-Trial Administrative Disputes or to Vilnius Regional Administrative Court (Zygimantu str. 2, 01102 Vilnius) under the procedure established by the Law on Administrative Proceedings of the Republic of Lithuania optionally, but not later than one month from the date of the notification of the decision to the party. If VATESI fails to fulfil its duties or delays in resolving the matter and fails to resolve it within the prescribed time limit, such failure to act may be appealed within 2 months from the date of expiry of the time limit for resolving the matter prescribed by law or any other regulation.</p>
11.	Contacts of organisations that can provide information or practical assistance to recipients (<i>if such</i>)	–

	<i>organisations are known)</i>	
12.	Applicable legislation	<p>12.1. Law on Radiation Protection of the Republic of Lithuania;</p> <p>12.2. The Order No. V-1271/22.3-139, December 24th, 2008, approved by the Minister of Health and the Head of the State Nuclear Power Safety Inspectorate On the approval of “Rules on shipment, import, transit and export of radioactive material, radioactive waste and spent nuclear fuel“;</p> <p>12.3. The Resolution No. 1458, December 15th, 2000, of the Government of the Republic of Lithuania ”On approval of List of Values of Concrete State Fees and Approval of Rules on Payment and Refund of State Fee“;</p> <p>12.4. The Resolution No. 875, 22nd August, 2007, of the Government of the Republic of Lithuania ”On Approval of Rules for Handling of Applications and Complaints and Providing Services for Persons in Public Administration Institutions“.</p>
