



Workshop on the Role of IT in Knowledge Management for Decommissioning

Hosted by

The Government of Norway

through the

Institute for Energy Technology; OECD Halden Reactor Project; Visual Interface Technologies Division

Halden, Norway

5 November 2018 – 9 November 2018

Ref. No.: ME-INT9183-1802752

Information Sheet

Purpose

The purpose of the event is to train young professionals in application of innovative methods for various aspects of nuclear decommissioning projects.

Working Language(s)

The working language(s) of the event will be English.

Deadline for Nominations

Nominations received after 10 August 2018 will not be considered.

Scope and Nature

The main topics to be presented and discussed will include:

- i. Advanced information management systems,
- ii. 3D and real-time visual radiological risk modelling,
- iii. Innovative digital techniques for decommissioning,
- iv. Competence mapping and workforce planning,
- v. Human and organisational issues in decommissioning,
- vi. Training for decommissioning;
- vii. Overview of decommissioning activities and plans at IFE, and
- viii. Nordic and international study on decommissioning needs and opportunities for improvement.

In addition to set of lectures provided by international and Norwegian experts, several practical exercises in working groups and round tables led by experts as well as technical visits to facilities and laboratories within the premises of the host organisation. The lectures, exercises and discussions will be held at IFE's Halden and Oslo premises.

The expected outputs of the training course are:

- i. Better understanding of advanced information management systems and innovative digital techniques for decommissioning,
- ii. Skills in radiological risk management in decommissioning,
- iii. Understanding of the human and organisational issues in decommissioning,
- iv. Skills in competence mapping and workforce planning for decommissioning,
- v. Practical skills in application of advanced digital tools, and
- vi. Insight into practical experience of the participants from nuclear decommissioning projects.

Participation

The meeting is open to 20 participants from Member States.

The event is open to 20 participants from Member States and participants in the INT/9/183 project.

Each country is invited to nominate one or more participants who must match the profile described in the corresponding paragraph, indicating the order of priority.

Participants' Qualifications and Experience

The target audience for this event are young professional from operating organizations, technical support organizations or regulatory authorities that are responsible for planning, implementation or regulatory oversight of decommissioning of nuclear power facilities. Preference will be given to candidates having direct involvement in decommissioning planning, implementation of decommissioning or in regulatory oversight of decommissioning activities. Required education level for participants is Master degree in technical or natural science area. Priority will be given to INT/9/183 project participating countries.

Participants must be nominated by the competent national authority of the Member State and, most specifically, by the Member States' official counterpart for the project.

Application Procedure

Candidates wishing to apply for this event should follow the steps below:

1. Access the IAEA TALEO page (<https://iaea.taleo.net/>) and complete the Candidate Profile.
2. Be registered on the Nucleus page of the IAEA (<https://nucleus.iaea.org/>).
3. Through Nucleus, access the InTouch+ platform where the Profile is completed (My Profile tab) (<https://nucleus.iaea.org/Pages/InTouchPlus.aspx>).
NOTE: The email used for TALEO and Nucleus must be the same. If not, the candidate's profile will not appear complete.
4. On the InTouch + platform, under the 'My InTouch +' tab, the candidate needs to:
 - a. select the institute / organization that he/she works at / represents ('My Institute' section);
 - b. click on the link called '**Refresh Personal History Form**' to update the system, *otherwise the nominations submitted will have these fields empty and it will not be possible to evaluate them during the selection of candidates* ('IAEA Recruitment Platform' section).

NOTE: Once the above steps are finalized, the candidate's profile will appear as completed and he/she can apply for Technical Cooperation events.

5. In the InTouch+ platform (<https://intouchplus.iaea.org>), in the 'Applications' tab, search by the event number provided in the invitation.

The help for each step is located at the top of the page. For additional help on how to register, create a profile and apply for an event, please refer to the online guide and training videos available under the following links: [how-to guide](#) and [training videos](#). Any issues or queries related to the new system can be addressed to InTouchPlus.Contact-Point@iaea.org or TC-AIPS-PL4.Contact-point@iaea.org.

Should this not be possible, applicants may download the Nomination Form for the ME from the IAEA website <https://www.iaea.org/services/technical-cooperation-programme/how-to-participate>.

Applications should contain sufficient information to establish that the nominees have the required qualifications. Please note that the information regarding LANGUAGE SKILLS, EDUCATION AND WORK EXPERIENCE is exported from TALEO. If an applicant's profile in TALEO is not updated, the information in INTOUCH+ for these sections appears as empty and the candidates cannot be evaluated. Completed applications need to be endorsed by the relevant national authority, i.e. the National Liaison Office and submitted through the established official channels.

Administrative and Financial Arrangements

Nominating authorities will be informed in due course of the names of the candidates who have been selected, and will at that time be informed of the procedure to be followed with regard to administrative and financial matters.

Selected participants will receive an allowance from the IAEA sufficient to cover their costs of lodging, daily subsistence and miscellaneous expenses. They will also receive either a round-trip air ticket based on the most direct and economical route between the airport nearest their residence and the airport nearest the duty station through the IAEA's travel agency American Express, or a travel grant, or they will be reimbursed travel by car/bus/train in accordance with IAEA rules for non-staff travel.

Disclaimer of Liability

The organizers of the event do not accept liability for the payment of any cost or compensation that may arise from damage to or loss of personal property, or from illness, injury, disability or death of a participant while he/she is travelling to and from or attending the course, and it is clearly understood that each Government, in approving his/her participation, undertakes responsibility for such coverage. Governments would be well advised to take out insurance against these risks.

Note for female participants

Any woman engaged by the IAEA for work or training should notify the IAEA on becoming aware that she is pregnant.

The Board of Governors of the IAEA approved new International Basic Safety Standards for Protection against Ionizing Radiation and for the Safety of Radiation Sources. The Standards deal specifically with the occupational exposure conditions of female workers by requiring, inter alia, that a female worker should, on becoming aware that she is pregnant, notify her employer in order that her working conditions may be modified, if necessary. This notification shall not be considered a reason to exclude her from work; however, her working conditions, with respect to occupational exposure shall be adapted with a view to ensuring that her embryo or foetus be afforded the same broad level of protection as required for members of the public.

IAEA Contacts

Programme Management Officer (responsible for substantive matters):

Mr Jing Zhang
Division for Europe
Department of Technical Cooperation
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 26540
Fax: +43 1 26007
Email: J.Zhang@iaea.org

Administrative Contact (responsible for administrative matters):

Ms Catherine Igwe
Division for Europe
Department of Technical Cooperation
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 24467
Fax: +43 1 26007
Email: C.Igwe@iaea.org