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International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

Organismo Internacional de Energía Atómica

National Liaison Officer

Vienna International Centre, PO Box 100, 1400 Vienna, Austria

Phone: (+43 1) 2600 • Fax: (+43 1) 26007

Email: Official.Mail@iaea.org • Internet: <http://www.iaea.org>

In reply please refer to: INT9183-1705388

Dial directly to extension: (+431) 2600-26442

2017-12-18

Subject: Invitation to a Interregional Training Course on Planning and Implementation of Nuclear Facility Decommissioning and Remediation of Radioactively Contaminated Sites, Argonne, USA, 9 - 20 April 2018

Dear National Liaison Officer,

I am pleased to invite you to send nominations of suitable candidates to participate in the above-mentioned training course of TC Project INT9/183 – ‘Overcoming the Barriers to Implementation of Decommissioning and Environmental Remediation Projects’. The purpose of the training course and related information are outlined in the attached Information Sheet.

For candidates who are selected by the IAEA, the IAEA will cover the cost of return international travel from the home country to Argonne, USA and provide a stipend for the duration of the training course in line with IAEA rules and procedures.

Please submit nominations to the IAEA online through the Technical Cooperation Department's InTouch system (<http://intouch.iaea.org>). Only if this is not possible, nominations may be submitted on the Nomination Form for Training Course available on the IAEA website: <http://www.iaea.org/technicalcooperation/How-to-take-part/train-course/index.html>. Completed forms should be endorsed by relevant national authorities and sent to the Programme Management Officer for this project, Mr Jing Zhang (IAEA Official Fax: +43-1-26007 or E-Mail Official.Mail@iaea.org), through the official channels, i.e. the designated National Liaison Office for IAEA matters, not later than **14 February 2018**.

Yours sincerely,

Jing Zhang
Section Head
Division for Europe
Department of Technical Cooperation

Enclosure: Information Sheet



Interregional Training Course on Planning and Implementation of Nuclear Facility Decommissioning and Remediation of Radioactively Contaminated Sites

Hosted by

The Government of the United States of America

through the

Argonne National Laboratory

Argonne, IL, United States Of America

9 – 20 April 2018

Ref. No.: INT9183-EVT1705388

Information Sheet

A. Purpose

The purpose of this training course is to provide implementing and regulatory organizations with a global understanding of the key aspects that need to be considered in the planning and implementation of decommissioning and environmental remediation projects. In line with the overall objectives of TC Project INT 9183. The training course will present those aspects that can constrain or delay project implementation and discuss potential mechanisms that can assist in overcoming these barriers focusing on regulatory and policy aspects; technology and overall human and financial resources and societal aspects.

B. Working Language(s)

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

C. Deadline for Nominations

Nominations received after **14 February 2018** will not be considered.

D. Scope and Nature

The course will take place over a two-week period, providing:

- Lectures on key topics related to policy, regulatory, funding, project planning and management and overall technological/technical aspects including dismantling, decontamination, demolition and site clean-up works of contaminated facilities (land and building structures). Attention will also be paid to stakeholder communication and engagement related issues
- Interactive exercises to allow meeting participants to put in practice the key concepts, methods and tools they have been exposed to.

The course will be supported by a wide range of IAEA Safety Standards and NE-Series Reports that are relevant to the topics of Decommissioning and Environmental Remediation. These reports include, but are not restricted to the Radiation Protection and Safety of Radiation Sources: International Basic Safety Standards – General Safety Requirements GSR Part 3 and GRS Part 5. IAEA Safety Guides WS-G-3.1 (environmental remediation) and WS-G-2.4 (decommissioning) and NE-Series Reports on Policy and Strategies for Decommissioning and Environmental Remediation The CIDER Baseline Project Report NW-T-1.10 will also provide important elements for discussion during the course. Appropriate analytical and project management tools for the implementation and oversight, sound and cost-effective strategies in the fields of decommissioning and environmental remediation will be covered.

The course has been evolving for the last seven years. Although its core contents are the same, new elements are added every year and more weight has been continuously given to exercises and demonstration events.

The training Modules will be presented using a format based on the proven learning sequence of lecture-, video- and field-observation and discussion. In addition, where applicable, IAEA resource documents such as guides, standards and technical reports will be used to support the lectures.

Over the two-week period the following topics will be addressed:

- Policies and Strategies on D&ER and Regulatory Framework;
- Project planning, management, cost-estimation and decision-making;
- Site characterization, sampling, and analysis;
- Safety Assessment
- Stakeholder involvement and risk communication;
- Data management
- Technology selection and deployment, proven and emerging technologies and materials for environmental remediation and decommissioning
- Site closure and long term stewardship; and
- Other topics specifically of interest to each sub-group.

In addition, the course will provide participants with details on IAEA networking opportunities, e.g. via the Environmental Management and Remediation Network (ENVIRONET) and International Decommissioning Network (IDN), their resources, and opportunities for assisting them.

It is anticipated that the course instructors will include staff from US organisations such as the U.S. Environmental Protection Agency, Department of Energy and Nuclear Regulatory Commission.

E. Participation

The course is open to 25 participants from Member States.

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.

The target Member States are: Algeria, Argentina, Armenia, Azerbaijan, Bangladesh, Belarus, Brazil, Bulgaria, Chile, China, Croatia, Cuba, Czech Republic, Egypt, Estonia, Georgia, Greece, Hungary, Indonesia, Iraq, Jamaica, Jordan, Kazakhstan, Kyrgyzstan, Kuwait, Latvia, Libya, Lithuania, Malawi, Malaysia, Mexico, Moldova, Mongolia, Morocco, Mozambique, Namibia, Niger, Pakistan, Peru, Philippines, Poland, Romania, Russian Federation, Saudi Arabia, Serbia, Slovakia, Slovenia, South Africa, Tajikistan, The Former Yugoslav Republic of Macedonia, Uganda, Ukraine, United Arab Emirates, United Republic of Tanzania, United States of America, Uzbekistan, Vietnam, and Zambia.

F. Participants' Qualifications and Experience

The targeted audience for this training course are *project managers, planners and other senior staff* at organizations working on (or eventually to be designated as being responsible for) decommissioning/dismantling and environmental remediation projects (e.g., state or national resource management and regulatory agencies, operators of facilities or sites needing or undergoing large scale cleanup actions, national research organizations.)

In order to facilitate and improve the training activities efficacy an on-line training course on environmental remediation and decommissioning will be made available to meeting participants through the IAEA CONNECT platform. This training material covers topics related to remediation and decommissioning and will enable the meeting participants to come to the training course with a broader perspective of the important issues in both areas. While this material will help the participants to cope with the D&ER topics of the course, it will still be necessary that meeting participants should have familiarity with D&ER elements. The training modules will be designed to ensure that any participant who currently only has a general idea of the process used to decommission nuclear facilities and remediate contaminated sites will be able to learn a substantial amount of detail about these processes from this course. *A basic understanding of some fundamentals of health physics and radioactive waste management is necessary.* An important characteristic of those attending will be a genuine interest in becoming knowledgeable in the technical area of decommissioning and/or environmental remediation practice and to become a national and regional resource as well as a facility-specific resource for their 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.

G. 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 TN 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. Completed applications need to be endorsed by the relevant national authority, i.e. the National Liaison Office and submitted through the established official channels.

H. 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.

I. 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.

J. 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.

K. Organization

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

Administrative Contact: Ms Alexandra Morscher
Division for Europe
Department of Technical Cooperation
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
Tel.: +43 1 2600 24211, Fax: +43 1 26007
Email: A.Morscher@iaea.org

Subsequent correspondence on scientific matters should be sent to the Programme Management Officer and correspondence on other matters related to the meeting to the Administrative Contact.