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الوكالة الدولية للطاقة الذرية
国际原子能机构
International Atomic Energy Agency
Agence internationale de l'énergie atomique
Международное агентство по атомной энергии
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In reply please refer to: **TN-RER1015-1702728**
Dial directly to extension: (+43 1) 2600-26647

National Liaison Officer

2017-09-15

Subject: Regional Training Course on Advanced Methods in Positive Matrix Factorization (PMF) and Potential Source Contribution Functions (PSCF) in Lisbon, Portugal from 13 November 2017 to 17 November 2017

Dear National Liaison Officer,

I am pleased to invite you to send nominations of suitable candidates to participate in the above-mentioned training course under the framework of TC Project RER/1/015 – “Apportioning Air Pollution Sources on a Regional Scale”. The purpose of the training course and related information are outlined in the attached Prospectus. Please note that the working language of the event will be English.

For candidates who are selected by the IAEA, the IAEA will cover the cost of return international travel from the home country to Lisbon, Portugal 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, Ms Katherina Deufrains (IAEA Official Fax: +43-1-26007 or E-Mail K.L.Deufrains@iaea.org, through the official channels, i.e. the designated National Liaison Office for IAEA matters, not later than **29 September 2017**.

Yours sincerely,

Katherina Lydia Deufrains
Scientific Secretary
Division for Europe
Department of Technical Cooperation

Enclosures: Information Sheet



IAEA
International Atomic Energy Agency

Regional Training Course on Advanced Methods in Positive Matrix Factorization (PMF) and Potential Source Contribution Functions (PSCF)

Hosted by

The Government of Portugal

through the

Instituto Tecnológico e Nuclear and Instituto Superior Técnico

Lisbon, Portugal

13 November 2017 – 17 November 2017

Ref. No.: TN-RER1015-1702728

Information Sheet

A. Purpose

The purpose of the course is to transfer knowledge and hands-on training in using advanced statistical tools for source apportionment in air pollution studies.

B. Working Language(s)

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

C. Deadline for Nominations

Nominations received after **29 September 2017** will not be considered.

D. Scope and Nature

The course aims to develop theoretical and technical/practical capacity in the participating Member States in terms of: 1) data validation of results on major ions and chemical elements analysed in APM, constrains and new methods to estimate uncertainties, 2) explain the contribution of nuclear analytical and complementary techniques for characterization and speciation of air particulate matter, 3) discussion on improvements in PMF application, similarities differences and improvements comparing PMF to other factor analysis techniques for source apportionment, and 4) Analysis of trajectories and PSCF.

The course will include theoretical presentations by experts complemented by hands on practical sessions on interpretation of results collected by the participants

E. Participation

The meeting is open to 25 participants from Member States.

Each country is invited to nominate **one participant** who must match the profile described in the corresponding paragraph.

F. Participants' Qualifications and Experience

The course is intended for participants with an academic background at least equivalent to a Bachelor's degree in Physics, Chemistry and Engineering or higher (PhD) with experience in environmental analytical studies or to environmental assessment specialists working in air quality projects. Participating countries are encouraged to submit candidates who are both directly and heavily involved with the implementation of the RER/1/015 activities.

The participants should be capable of freely expressing themselves in English and following discussions.

G. Application Procedure

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 you access the InTouch+ platform (<https://nucleus.iaea.org/Pages/InTouchPlus.aspx>) where the Profile is completed (My Profile tab).

It is very important that you make sure that the email you use for TALEO and Nucleus is the same. If not, your profile will not appear complete.

4. On the InTouch + platform, under 'My InTouch +' tab:
 - a. In 'My Institute' section you must select the institute / organization that you work / represent.
 - b. In the IAEA Recruitment Platform section, 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.*

After following the instructions mentioned above, you will have completed your profile and can apply for Technical Cooperation events.

5. In the InTouch + platform, in the 'Applications' tab proceed to 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

Event: EVT1702728

Submission deadline for nomination: 29 September 2017

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

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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.