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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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National Liaison Officer/National Coordinator

In reply please refer to: **ME-RER9143-1801571**  
Dial directly to extension: (+43 1) 2600-26647

2018-04-03

Subject: Regional Workshop on Processing of Radioactive Waste from Decommissioning, Chisinau, Republic of Moldova from 3 to 7 September 2018

Dear National Liaison Officer/National Coordinator,

I am pleased to inform you that the International Atomic Energy Agency (IAEA) is organizing the above event under the IAEA technical cooperation project RER9143, “Enhancing Radioactive Waste Management Capabilities”.

The purpose of the event is to exchange experience and discuss challenges and good international practice related to the safe, efficient and cost effective treatment, conditioning, and storage of different waste streams from decommissioning activities.

The attached Information Sheet and Logistical Arrangements provide further details, including technical and administrative aspects of the event. Selection of participants will be in accordance with IAEA procedures.

The IAEA will provide non-local participants with a round-trip air ticket based on the most direct and economical route between the airport nearest the participant’s residence and Chisinau. Travel details will be agreed with the participants upon receipt of their official nomination. Participants will also receive an allowance from the IAEA sufficient to cover their costs of lodging, daily subsistence and miscellaneous expenses for the duration of the event in line with IAEA rules and procedures.

We would appreciate receiving your country’s nominations by **18 May 2018** through the IAEA's InTouch+ platform (<https://Intouchplus.iaea.org>). Should this not be possible, applicants may download the Nomination Form for the course from the [IAEA’s webpage](#). Completed forms must be endorsed by the relevant government authority and may be sent to the IAEA, preferably by email to Official Mail - IAEA Mail address [Official.Mail@iaea.org](mailto:Official.Mail@iaea.org), with copy to Ms Katherina Deufrains [K.L.Deufrains@iaea.org](mailto:K.L.Deufrains@iaea.org). Please be advised that late nominations or replacements of participants after the closing date for nominations will not be accepted.

We look forward to receiving your early response.

Yours sincerely,

A handwritten signature in blue ink, appearing to be 'K. Deufrains', with a long, sweeping horizontal stroke extending to the right.

Katherina Deufrains  
Programme Management Officer  
Division for Europe  
Department of Technical Cooperation

Enclosures: Information Sheet



# **Regional Workshop on Processing of Radioactive Waste from Decommissioning**

**Hosted by**

The Government of the Republic of Moldova

**through the**

National Agency for Regulation of Nuclear and Radiological Activities  
(NARNRA)

Chisinau, Republic Of Moldova

**3 September 2018 – 7 September 2018**

**Ref. No.: ME-RER9143-1801571**

## **Information Sheet**

### **Purpose**

The purpose of the event is for participants to exchange experience and discuss challenges and good international practice related to the safe, efficient and cost effective treatment, conditioning, and storage of different waste streams from decommissioning activities.

### **Working Language(s)**

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

### **Deadline for Nominations**

Nominations received after **18 May 2018** will not be considered.

## Scope and Nature

The Regional Workshop will include lectures, case studies and structured discussions led by invited external experts. The Workshop will also include practical class room exercises to allow participants to put into practice the knowledge and understanding derived from the presentations and discussions. The topics to be covered will highlight best international practices and approaches on safe, technically correct, efficient, economically attractive and widely acceptable methods of processing of radioactive waste from decommissioning. The topics will be aligned to emphasise:

Decommissioning waste challenge in Member States;

Overview of the key components and concepts needed for the selection of processing technologies;

Planning of a comprehensive and robust plan for processing radioactive waste from decommissioning and how this plan needs to be interlinked with wider important considerations.

## Participation

The meeting is open to 25 participants from Member States.

The countries to benefit from the Workshop are: Albania, Armenia, Azerbaijan, Belarus, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Georgia, Greece, Hungary, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Montenegro, Poland, Portugal, Republic of Moldova, Romania, Russian Federation, Serbia, Slovakia, Slovenia, Tajikistan, The Former Yugoslav Republic of Macedonia, Turkey, Ukraine, and Uzbekistan. Although the Workshop is specifically designed for these countries participating in the Technical Cooperation Regional Project RER9143, it also provides an opportunity to engage potential participants from all other Member States with national projects devoted to radioactive waste management, decommissioning and environmental remediation.

## Participants' Qualifications and Experience

Participants should be scientists, engineers or other professionals engaged in the planning, management and operation of radioactive waste processing and storage facilities. Participants will also be selected from individuals employed by regulatory or technical support organisations with responsibility for radioactive waste management. The intended participants may also include appropriately qualified and experienced professionals working in national or local government. Please note that participants are expected to prepare presentations outlining national regulations and experience in the processing of radioactive waste with focus on waste from decommissioning.

## 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](mailto:InTouchPlus.Contact-Point@iaea.org) or [TC-AIPS-PL4.Contact-point@iaea.org](mailto: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**

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