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国际原子能机构
International Atomic Energy Agency
Agence internationale de l'énergie atomique
Международное агентство по атомной энергии
Organismo Internacional de Energia Atómica

Vienna International Centre, PO Box 100, 1400 Vienna, Austria
Phone: (+43 1) 2600 • Fax: (+43 1) 26007
Email: Official.Mail@iaea.org • Internet: <https://www.iaea.org>

In reply please refer to: RER9143-1900880
Dial directly to extension: (+43 1) 2600-26647

National Liaison Officers /
National Coordinators

2019-04-26

Subject: TC Workshop on Organizing and Conducting the Review of the Safety Case and Safety Assessment for Disposal, Establishing Conditions of Authorisation, Developing Compliance Assurance Programmes, and Performing Inspections, Vienna, Austria, from 22 July 2019 to 26 July 2019

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 enhance radioactive waste management capabilities by enhancing stakeholders mutual understanding and cooperation on usage of the safety case and safety assessments for regulatory decision making on disposal of radioactive waste by discussing these practices in the light of the IAEA Safety Standards, methodologies and the best practices

The attached Information Sheet provides 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 Vienna. 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 **24 May 2019** 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, by email to Official Mail - IAEA Mail address Official.Mail@iaea.org, with copy to Ms Katherina Deufrains 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 read 'K. Deufrains', with a long, sweeping horizontal line extending to the right.

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

Enclosure: Information Sheet



TC Workshop on Organizing and Conducting the Review of the Safety Case and Safety Assessment for Disposal, Establishing Conditions of Authorisation, Developing Compliance Assurance Programmes, and Performing Inspections

Hosted by

The International Atomic Energy Agency
IAEA Headquarters

22 July 2019 – 26 July 2019

Ref. No.: RER9143-1900880

Information Sheet

Purpose

The purpose of the event is to enhance radioactive waste management capabilities by enhancing stakeholders mutual understanding and cooperation on usage of the safety case and safety assessments for regulatory decision making on disposal of radioactive waste by discussing these practices in the light of the IAEA Safety Standards, methodologies and the best practices.

Working Language(s)

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

Deadline for Nominations

Nominations received after **24 May 2019** will not be considered.

Scope and Nature

The workshop is intended to cover all activities associated with the disposal of radioactive waste that need to be authorised (licensed) and for which safety assessment(s) should be performed and safety case developed and reviewed.

The aim of the workshop is to exchange information and experience on regulatory review of the safety case and safety assessment(s) for disposal of radioactive waste.

The workshop will focus on:

- (i) Safety Standards on disposal of radioactive waste,
- (ii) Safety Standards on Safety Case and Safety Assessment,
- (iii) Practical experience in reviewing safety assessment(s) and safety cases,
- (iv) Lessons learned.

Discussion is planned on the existing practices and procedures for reviewing safety cases and safety assessments of disposal facilities and activities at all stages of disposal project development.

The workshop will consist of review presentations provided by invited experts, who will moderate discussion between participants.

Participants will present their experience and problems encountered on reviewing safety assessments and safety cases in pre-licensing and licensing of disposal facilities and activities, making regulatory decisions, establishing conditions of authorisation, developing compliance assurance programmes, and performing inspections.

Participation

The workshop is open up to 20-25 participants who are actually involved into performing regulatory review of the safety case and safety assessments of radioactive waste disposal, making authorisation decisions based on such reviews, performing other regulatory activities related to disposal of radioactive waste. Representatives from the regulatory authorities, technical support organizations and operator organisations are awaited to take part in the workshop to upgrade and reinforce national capacities to develop disposal project, license and exercise disposal of radioactive waste by building confidence between key stakeholders.

This workshop is open to Member States who are participating in the RER9143 project.

Participants are required to provide overview presentation/status reports on regulatory basis and its practical realisation in the field of disposal of radioactive waste, including reviewing of safety assessments and safety cases in pre-licensing and licensing of disposal facilities and activities, making regulatory decisions, establishing conditions of authorisation, developing compliance assurance programmes, and performing Inspections, and participate in panel discussions of key issues, identified as important in the frame of the workshop programme.

Participants' Qualifications and Experience

The participants should be specialists in disposal of radioactive waste. They should be regulators and supporting institutions involved in practical implementation of safety review of the documents submitted for the authorisation of disposal of radioactive waste, into regulatory supervision over radioactive waste disposal; or they could be specialists involved into development of safety standards and authorisation procedures for disposal; or they could also be operators or managers performing or responsible for development of the safety case and safety assessment(s) and submitting the documents for authorisation of radioactive waste disposal.

Application Procedure

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

1. Access the IAEA TALEO page (<https://iaea.taleo.net/careersection/ex/jobsearch.ftl>) 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):

Ms Katherina Deufrains
Division for Europe
Department of Technical Cooperation
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 26647
Fax: +43 1 26007
Email: K.L.Deufrains@iaea.org

Administrative Contact (responsible for administrative matters):

Ms Marina Vetter
Division for Europe
Department of Technical Cooperation
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA

AUSTRIA

Tel.: +43 1 2600 22314

Fax: +43 1 26007

Email: M.Vetter@iaea.org