



Atoms for Peace

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
Organismo Internacional de Energía 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>

National Liaison Officer/National Coordinator

In reply please refer to: **ME-RER9143-1800271**
Dial directly to extension: (+43 1) 2600-26647

2018-04-17

Subject: Workshop on the Processing of Legacy Radioactive Waste, Moscow, Russian Federation from 27 August 2018 to 31 August 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 IAEA event on the Processing of legacy radioactive waste as part of a Radioactive Waste Management Activity 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 legacy waste streams.

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 Moscow. 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 **22 June 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, with copy to Ms Katherina Lydia 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.D. Deufrains', with a stylized flourish at the end.

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

Enclosures: Information Sheet



Workshop on the Processing of Legacy Radioactive Waste

Hosted by

The Government of the Russian Federation

through the

Lomonosov Moscow State University; Department of Radiochemistry

Moscow, Russian Federation

27 August 2018 – 31 August 2018

Ref. No.: ME-RER9143-1800271

Information Sheet

Purpose

The purpose of the IAEA workshop on the Processing of legacy radioactive waste as part of a Radioactive Waste Management Activity 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 legacy waste streams.

Working Language(s)

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

Deadline for Nominations

Nominations received after **22 June 2018** will not be considered.

Scope and Nature

The five-day Regional Workshop will include lectures, structured discussions and underpinned by exercises designed to practice and reinforce the main learning points that highlight different requirements and illustrate best international practices and approaches to develop safe, technically correct, efficient, economically attractive and widely acceptable method for the processing of legacy radioactive waste. The topics will be aligned to emphasise:

- Legacy 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 strategic plan for processing legacy waste and how this plan needs to be interlinked with wider strategically important considerations.

Supporting technical tours will be organised to Lomonosov Moscow State University laboratories and institutions, and to Moscow Federal State Unitary Enterprise RADON.

Participation

The meeting is open to 20 participants from Member States.

The meeting is open to 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.

Participants' Qualifications and Experience

Participants should be radioactive waste owners and managers who are engaged in radioactive waste management activities at either a facility or national level.

Please note that participants will be expected to prepare presentations or share information outlining their experience of processing of legacy radioactive waste as part of a radioactive waste management plan, highlighting challenges and issues.

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):

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