



**IAEA**

*Atoms for Peace*

الوكالة الدولية للطاقة الذرية  
國際原子能机构  
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>

In reply please refer to: RER9143-1803578  
Dial directly to extension: (+43 1) 2600-26647

National Liaison Officer/National Coordinator

2018-06-21

Subject: TC Workshop on Development of the Safety Case and Safety Assessment of Predisposal Management Activities and Facilities for the Safe Management of RW, from 27 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 workshop is to: enhance radioactive waste management capabilities by enhancing stakeholders mutual understanding and cooperation on usage of the safety case and safety assessment of predisposal management activities and facilities and by discussing these practices in the light of the IAEA Safety Standards, methodologies and the best practices.

- (i) provide participants with an understanding of the safety case evolving throughout the lifecycle of radioactive waste predisposal facilities;
- (ii) provide participants with the basics for development of safety assessment for predisposal management activities and facilities for the safe management of RW;
- (iii) enable the exchange of information regarding good practices; and
- (iv) promote the creation of a harmonized approach to the safe predisposal management of RW within the region.

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 **1 July 2018** through the IAEA's InTouch+ platform (<https://Intouchplus.iaea.org>). Should this not be possible, applicants may download

the Nomination Form for the event from the [IAEA's webpage](#). Completed forms must be endorsed by the relevant government authority and sent to the IAEA 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,



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

Enclosures: Information Sheet



# **TC Workshop on Development of the Safety Case and Safety Assessment of Predisposal Management Activities and Facilities for the Safe Management of RW**

**Hosted by**

The International Atomic Energy Agency  
IAEA Headquarters

**27 August 2018 – 31 August 2018**

**Ref. No.: 1803578**

## **Information Sheet**

### **Purpose**

The purpose of the workshop is to: enhance radioactive waste management capabilities by enhancing stakeholders mutual understanding and cooperation on usage of the safety case and safety assessment of predisposal management activities and facilities and by discussing these practices in the light of the IAEA Safety Standards, methodologies and the best practices.

- (i) provide participants with an understanding of the safety case evolving throughout the lifecycle of radioactive waste predisposal facilities;
- (ii) provide participants with the basics for development of safety assessment for predisposal management activities and facilities for the safe management of RW;
- (iii) enable the exchange of information regarding good practices; and
- (iv) promote the creation of a harmonized approach to the safe predisposal management of RW within the region.

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

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

## **Deadline for Nominations**

Nominations received after **1 July 2018** will not be considered.

## **Scope and Nature**

All activities associated with the predisposal management of radioactive waste, excluding off-site transportation, that need to be authorised (licensed) and for which safety assessment(s) should be performed and safety case developed.

The aim of the workshop is to exchange information and experience on development of the safety case and safety assessment(s) of predisposal radioactive waste management activities and facilities.

The workshop will focus on:

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

Discussion is planned on the existing practices and procedures in predisposal waste management and its authorisation.

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

Participants will present their experience and problems encountered on developing and using safety assessment and safety case in licensing of predisposal radioactive waste management facilities and activities.

## **Participation**

The workshop is open to 20-25 participants who are involved in the development of the safety case and performing safety assessments, preparation of the documents for the licence application and reviewing the documents applied for authorisation. Representatives from the operatory organisations, regulatory authorities and technical support organizations are expected to take part in the workshop to upgrade and reinforce national capacities to license and exercise predisposal radioactive waste management activities and facilities 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 development of the safety case and safety assessment of predisposal management activities and facilities or on reviewing such a safety case, 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 predisposal radioactive waste management. They should be 1) operators or managers performing or responsible for development of the safety case and safety assessment(s) to be submitted for the authorisation; or 2) specialists from design, scientific, and technical support organisations performing safety assessment and safety case activity; or 3) regulators and supporting institutions involved in practical implementation of safety review of the documents applied for the authorisation of predisposal radioactive waste management activities and facilities.

## 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**

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](mailto: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](mailto:M.Vetter@iaea.org)