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International Atomic Energy Agency

Agence Internationale de l'énergie atomique

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National Liaison Officers /
National Coordinators

2019-01-30

Subject: Regional School of Nuclear and Radiological Leadership for Safety, Ankara, Turkey, from 22 April 2019 to 3 May 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 RER0043, "Enhancing Capacity Building Activities in the European Nuclear and Radiation Safety Organizations for the Safe Operation of Facilities".

The purpose of the event is to train participants (junior and middle management) on leadership concepts for safety. The event will contribute to building and further developing a culture for safety within the organizations responsible for implementation of national nuclear technology programmes.

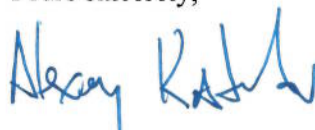
The attached Information Sheet provides further details, including technical and administrative aspects of the event. Selection of participants will be in accordance with IAEA procedures.

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 Ankara. 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 February 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, preferably by email to Official Mail - IAEA Mail address Official.Mail@iaea.org, with copy to Mr Alexey Katukhov A.Katukhov@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,



Alexey Katukhov
Programme Management Officer
Division for Europe
Department of Technical Cooperation

Enclosure: Information Sheet



Regional School of Nuclear and Radiological Leadership for Safety

Hosted by

The Government of Turkey

through the

Turkish Atomic Energy Authority

Ankara, Turkey

22 April 2019 – 03 May 2019

Ref. No.: ME-RER0043-EVT190666

Information Sheet

Purpose

The purpose of the event is to train participants (junior and middle management) on leadership concepts for safety. The event will contribute to building and further developing a culture for safety within the organizations responsible for implementation of national nuclear technology programmes.

Working Language(s)

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

Deadline for Nominations

Nominations received after **18 February 2019** will not be considered.

Expected Outputs

- a. An increased understanding of how to lead for safety in inherently complex nuclear and radiological environments, in both routine and emergency situations;
- b. Ideas on how to effectively engage and constructively influence others on safety matters;
- c. An increased ability to apply leadership for safety concepts in their own frames of reference;
- d. An increased awareness of international standards and requirements in this area;
- e. An international perspective and increased professional network through the sharing of knowledge with peers and senior experts

Scope and Nature

The goal of the School is to help IAEA Member States gain a better understanding of what leadership for safety means in practice. The focus is on the application of nuclear and radiological safety leadership concepts to real-life situations, through the use of case studies, presentations, exercises, discussions and key note addresses based on IAEA Safety Standards and guidelines.

The workshop will consist of presentations and discussions led by invited experts on topics related to leadership concepts. In addition, all participants will contribute to discussions using case studies on emergency preparedness, nuclear and radiation safety, control of radioactive sources.

Participation

The event is open to 30 participants from Member States.

The target countries are the participating countries in the TC regional project RER0043 which are: Albania, Armenia, Azerbaijan, Bulgaria, Czech Republic, Greece, Georgia, Hungary, Kazakhstan, Kyrgyzstan, Lithuania, Malta, Montenegro, Poland, Romania, Russian Federation, Serbia, Slovak Republic, Slovenia, The former Yugoslav Republic of Macedonia, Tajikistan, Turkey, Ukraine and Uzbekistan.

Participants' Qualifications and Experience

The participants should be junior professionals selected by the organisation for their leadership potential or middle level managers from nuclear and/or radiological regulators, operating organisations, users of medical applications and technical support organisations.

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

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