



Atoms for Peace

الوكالة الدولية للطاقة الذرية
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Agence Internationale de l'énergie atomique
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National Liaison Officer/National Coordinator

2018-01-03

Subject: First Coordination Meeting of TC Project RER1018, Vienna, Austria from 26 to 28 February 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 RER1018, “Harmonizing Non-Destructive Testing, Training and Certification for Civil Engineering and Cultural Heritage”.

The purpose of the event is to present, review and evaluate the status of NDT, training and certification scheme in the different participating MSs for applications in metal, civil structures and cultural heritage. The details of the activities stipulated in the work plan to be implemented under the RER1018 project will also be discussed.

The Information Sheet and Logistical Arrangements available on the IAEA's InTouch+ platform provide further details, including technical and administrative aspects of the meeting. 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 meeting in line with IAEA rules and procedures.

We would appreciate receiving your country's nominations by **15 January 2018** through the IAEA's InTouch+ platform (<https://Intouchplus.iaea.org>). Should this not be possible, applicants may download the Nomination Form for the meeting from the [IAEA's webpage](#). Completed forms must be endorsed by the relevant government authority and may be sent to the IAEA by email, fax or mail. 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,



Sandra Marie Steyskal

Section Head – Europe Section 2

Division for Europe

Department of Technical Cooperation



First Coordination Meeting of TC Project RER1018

IAEA Headquarters
Vienna, Austria

26 – 28 February 2018

Ref. No.: ME-RER1018-1705896

Information Sheet

A. Purpose

The purpose of the event is to present, review and evaluate the status of NDT, training and certification scheme in the different participating Member States for applications in metal, civil structures and cultural heritage. The activities stipulated in the workplan to be implemented under the RER1018 project will also be discussed.

B. Working Language(s)

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

C. Deadline for Nominations

Nominations received after **15 January 2018** will not be considered.

D. Scope and Nature

The discussions will include a presentation, review and evaluation of the status of NDT, training and certification schemes in the participating Member States for applications in metal, civil structures and cultural heritage. The proposed project activities under RER1018 for the period 2018-2020 will be discussed including:

- Review and preparation of the model national work plans in reference to the regional work plan;
- Strengthening the network of cooperation among Member States by establishing working groups in specific techniques and applications;
- Strategies to upgrade the capability of national groups and their laboratories;
- Strategies to promote the acceptance and adoption of e-learning systems by NDT certification bodies;
- Production of guidelines and recommendations for effective application of advanced NDT techniques in the Region;
- Production of guidelines and recommendations for enhancing and transferring these technologies to MSs, addressing their present needs and specific gaps in the areas of technologies that have not been considered in the past projects;
- Production of e-learning modules and training material.

E. Participation

The meeting is open to **20** participants from Member States participating in the TC Europe programme.

Each country is invited to nominate **one participant** who must match the profile described in the corresponding paragraph, indicating the order of priority.

F. Participants' Qualifications and Experience

Participants should be specialists in Non Destructive Testing (especially Radiography) training and certification, and its applications for metal testing, civil structures testing and cultural heritage testing. A complementary background in civil engineering or in e-learning development would be preferred.

G. 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 Meeting 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. Completed applications need to be endorsed by the relevant national authority, i.e. the National Liaison Office and submitted through the established official channels.

H. 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.

I. 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 meeting, 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.

J. 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.

K. Organization

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Subsequent correspondence on scientific matters should be sent to the Technical Officer and correspondence on other matters related to the meeting to the Programme and Administrative Contact.