



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 Energia Atómica

National Liaison Officer

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In reply please refer to: C7 - RER/9/109/00303
Dial directly to extension: (+431) 2600- 26306

2015-02-24

Subject: Invitation to a Regional Train-the-Trainers Course for Radiation Protection Officers, Lisbon, Portugal, 15 -19 June 2015

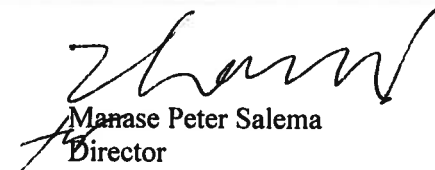
Dear National Liaison Officer,

I am pleased to invite you to send nominations of suitable candidates to participate in the above-mentioned training course under the framework of TC Project RER/9/109 – Strengthening Education and Training Infrastructure, and Building Competence in Radiation Safety. The purpose of the training course and related information are outlined in the attached Prospectus.

For candidates who are selected by the IAEA, the Agency will cover the cost of return international travel from the home country to Lisbon, Portugal and provide a stipend for the duration of the training course in line with Agency rules and procedures.

Please submit nominations to the IAEA online through the Technical Cooperation Department's InTouch system (<http://intouch.iaea.org>). Only if this is not possible, nominations may be submitted on the Nomination Form for Training Courses available on the IAEA website: <http://www.iaea.org/technicalcooperation/How-to-take-part/train-course/index.html>. Completed forms should be endorsed by relevant national authorities and sent to the Programme Management Officer for this project, Ms Mayumi Yamamoto (IAEA Official Fax: +43-1-26007 or E-Mail Official.Mail@iaea.org), through the official channels, i.e. the designated National Liaison Office for IAEA matters, not later than 17 April 2014.

Yours sincerely,


Manase Peter Salema
Director
Division for Europe
Department of Technical Cooperation

Enclosures: Prospectus

International Atomic Energy Agency

Train-the-Trainers Course for Radiation Protection Officers¹

PROSPECTUS

| | |
|------------------------------------|--|
| Project Number & Title: | RER/9/109 - Strengthening Education and Training Infrastructure, and Building Competence in Radiation Safety |
| Place(City, Country): | Lisbon, Portugal |
| Dates: | 15 -19 June 2015 |
| Deadline for Nominations: | 17 April 2015 |
| Organizers: | The International Atomic Energy Agency in cooperation with the Government of Portugal through the Instituto Superior Técnico Campus Tecnológico e Nuclear. |
| Host Country Organizer: | Mr Antonio Nazareth Falcao Instituto Superior Técnico Campus Tecnológico e Nuclear Estrada Nacional 10, ao km 139,7 2695-066 Bobadela LRS Portugal Tel: 00351 219 946 151 Fax: 00351 219 941 039 E-mail: falcao@ctn.ist.utl.pt |
| Language: | English |
| Purpose: | The training course will provide participants with training competencies (knowledge, skills and attitudes) to act as trainers of radiation protection officers in their countries. |
| Expected Output(s): | To build a core of national trainers in radiation protection to support the establishment of sustainable national infrastructures to train radiation protection officers. Noting the key role of the radiation protection officer this in turn will contribute to the overall improvement of radiation safety conditions in Member States. |

¹ Radiation Protection Officer is defined in the International Basic Safety Standards (GSR Part 3) as “a person technically competent in radiation protection matters relevant for a given type of practice who is designated by the registrant, licensee or employer to oversee the application of relevant requirements”.

Scope and Nature:

The Train-the-Trainers modality is aimed at developing participants' competencies to act as a trainer. The training course is designed to be very interactive with an emphasis on presentations from the participants. They are expected to participate in discussions and deliver presentation on technical topics **in English**.

For that purpose topics to be considered are:

- Learning factors (motivation, perception, memorization, understanding)
- Communication phenomena (active listening, teaching styles, etc.)
- Training rules and techniques
- Designing a training programme
- Tools and teaching aids

The participant will have competencies to train radiation protection officers in their countries so the training course will also include technical sessions to refresh and harmonize participants' knowledge in radiation protection and to familiarize them with IAEA training material for radiation protection officers. In general terms the training course will address subjects such as:

- Radiation protection principles and source safety
- The general requirements of the International Safety Standards for Radiation Protection and the Safety of Radiation Sources
- The role and duties of the radiation protection officer
- The training needs of the radiation protection officer

Background Information:

Building competence through education and training in radiation safety is fundamental to the establishment of a comprehensive and sustainable national infrastructure for radiation safety, which in turn is essential for protecting people from the harmful effects of radiation. Especially important to the effectiveness of such an infrastructure is the high-level education and training of regulators, future decision makers, as well as key personnel such as qualified expert and radiation protection officers.

For that purpose the project RER/9/109 is aimed at supporting Member States to implement a strategy for education and training in radiation, transport and waste safety, and to maintain and expand competencies in the region facilitating the implementation of the national education and training programmes.

The Train-the-Trainers for radiation protection officers is one of the main competence building tools developed to establish sustainable education and training infrastructures as well as to enhance radiation safety conditions by training key personnel in the facilities.

Participation:

The training course is open to approximately 30 participants from countries that participate in the project RER/9/109.

The target countries are: Albania, Armenia, Azerbaijan, Belarus, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Georgia, Greece, Hungary, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Malta Montenegro, Poland, Portugal, Republic of Moldova, Romania, Russian Federation, Serbia, Slovakia, Slovenia, Tajikistan, The Former Yugoslav Republic of Macedonia, Turkey, Ukraine and Uzbekistan.

Participants' Qualification: Participants will have secondary or tertiary education with a relevant technical or scientific background in the field of radiation safety. They should be very familiar with the role and duties of the radiation protection officer, as provided in the International Basic Safety Standards (BSS) (See Note 1).

They are expected to become trainers of radiation protection officers in their countries; as such they shall be working in an organization that provides training in radiation protection. In the Nomination Form (section 7. DESCRIPTION OF WORK) participants are expected to state if they are working as radiation protection officers (BSS, See Note 1) or not, and include details on the training activities that they are providing.

As this training course will be conducted in **English**, participants should have sufficient knowledge to follow discussions and express themselves in this language without difficulties and deliver presentations.

Nomination Procedure: Nominations for Training course should be submitted to the IAEA online through the Technical Cooperation Department's InTouch system (<http://intouch.iaea.org>). Should this not be possible, nominations may be submitted on the standard IAEA Nomination Form for Training Courses (available on the IAEA website: <http://www.iaea.org/>). Completed forms should be endorsed by relevant national authorities and returned to the Agency through the official channels, i.e. the designated National Liaison Office for IAEA Matters.

The completed nomination forms should be sent to the Programme Management Officer for this project, Ms Mayumi Yamamoto, through IAEA Official Fax (+43-1-26007) or via E-Mail (Official.Mail@iaea.org), not later than **17 April 2015**. Nominations received after this date or which have not been routed through the established official channels cannot be considered.

Administrative and Financial Arrangements: Nominating Governments will be informed in due course of the names of the candidates who have been selected and will, at that time, be given full details of the procedures to be followed with regard to administrative and financial matters.

Selected participants from countries eligible to receive technical assistance will be provided with a round trip economy class air ticket from their home countries to **Lisbon, Portugal** and a stipend sufficient to cover the cost of their accommodation, food and minor incidentals. Shipment of accumulated training course materials to the participants' home countries is not the responsibility of the IAEA.

The organizers of the training course 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 nominating participants, undertakes responsibility for such coverage. Governments would be well advised to take out insurance against these risks.