



Workshop on Sharing Operating Experience from Rigging, Lifting and Load Handling Events

IAEA Headquarters
Vienna, Austria

27 – 30 November 2017

Ref. No.: RER9134-EVT1702841

Information Sheet

A. Purpose

The purpose of the event is to share operating experience and lessons from rigging, lifting and load handling events among member states.

B. Working Language(s)

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

C. Deadline for Nominations

Nominations received after **20 September 2017** will not be considered.

D. Scope and Nature

The workshop will include presentations and discussions on operating experience from recent significant events with heavy load drops, lessons learned relevant to the topic reported through IAEA/ NEA International Reporting System, main challenges and best practices in rigging, lifting and load handling activities, programmes and guidelines for crane and other lifting equipment operation and maintenance, personnel training in the use of rigging, lifting and load handling equipment, oversight of plant and supplemental personnel performing such activities.

E. Participation

The meeting is open to **20** participants from Member States.

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

F. Participants' Qualifications and Experience

The workshop is recommended for mid- to senior level management and professional staff involved in the management of rigging, lifting and load handling activities.

G. Application Procedure

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 you access the InTouch+ platform (<https://nucleus.iaea.org/Pages/InTouchPlus.aspx>) where the Profile is completed (My Profile tab).

It is very important that you make sure that the email you use for TALEO and Nucleus is the same. If not, your profile will not appear complete.

4. On the InTouch + platform, under 'My InTouch +' tab:
 - a. In 'My Institute' section you must select the institute / organization that you work / represent.
 - b. In the IAEA Recruitment Platform section, 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.*

After following the instructions mentioned above, you will have completed your profile and can apply for Technical Cooperation events.

5. In the InTouch + platform, in the 'Applications' tab proceed to 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

Event: EVT1702841

Event deadline: 20 September 2017

Only applications submitted through the National Liaison Officer will be accepted.

Applications received outside the deadline or incomplete (TALEO & InTouch+) will not be accepted.

The deadline for the calls is established according to European Central Time.

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 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.

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

Programme Management Officer: Ms Adeline Djeutie
Division for Europe
Department of Technical Cooperation
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 22329
Fax: +43 1 26007
Email: A.Djeutie@iaea.org

Administrative Contact: Ms Jeta Abazi
Division for Europe
Department of Technical Cooperation
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 24447
Fax: +43 1 26007
Email: J.Abazi@iaea.org

Technical Officer: Mr Dian Zahradka
Department of Nuclear Safety and Security
Operational Safety Section
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 24262
Fax: +43 1 26007
Email: D.Zahradka@iaea.org

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