



IAEA

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/National Coordinator

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: RER9138-EVT1704476

Dial directly to extension: (+43 1) 2600-22329

2017-10-23

Subject: Regional Workshop on Decommissioning End State combined with Review of Progress Achieved in Decommissioning, Bucharest, Romania from 22 to 26 January 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 RER9138, “Enhancing Capacities in the Member States for Management of Decommissioning Projects”.

The purpose of the workshop is to provide a platform for discussion of aspects related to decommissioning end state, as well as to review the progress of decommissioning related activities in participating countries.

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

We would appreciate receiving your country's nominations by **20 November 2017** through the IAEA's InTouch+ platform (<https://Intouchplus.iaea.org>). Should this not be possible, applicants may download the Nomination Form for the workshop 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,


Adeline Djeutie
Programme Management Officer
Division for Europe
Department of Technical Cooperation



Regional Workshop on Decommissioning End State combined with Review of Progress Achieved in Decommissioning

Hosted by

The Government of Romania

through the

National Commission for Nuclear Activities Control (CNCAN)

Bucharest, Romania

22 - 26 January 2018

Ref. No.: RER9138-EVT1704476

Information Sheet

A. Purpose

The purpose of the workshop is to provide a platform for discussion of aspects related to decommissioning end state, as well as to review the progress of decommissioning related activities in participating countries.

B. Working Language(s)

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

C. Deadline for Nominations

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

D. Scope and Nature

This workshop will be the final event organized in the frame of the European regional decommissioning project RER9138 implemented in 2016-2017. The workshop will consist of three parts:

1. First two days would be devoted to discussions of decommissioning end state and related aspects, such as how to determine the end state, how to quantify it, achieve it and demonstrate that it has been achieved, how to define institutional controls and implement them in case of release with restrictions. This part will include presentations on decommissioning end state by experts from the Host country and by international experts. Examples and case studies from Member States with advanced decommissioning programmes will be presented to illustrate the key aspects discussed. Participants will present relevant national approaches, practices and experiences.
2. Another two days would be spent reviewing the progress in decommissioning in the participating Member States, achieved during the implementation of the RER9138 project, and identifying remaining challenges and topics of priority for further cooperation and assistance. Participants are expected to report on the status of decommissioning related activities in their countries and to take active part in discussing the priorities for cooperation and assistance in the future.
3. A one day site visit to the National Institute for R&D in Physics and Nuclear Engineering “Horia Hulubei” in Magurele would be organized to obtain information about the decommissioning of the VVR-S research reactor and to observe ongoing decommissioning works.

E. Participation

The meeting is open to **30** 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 targeted audience for this event includes professionals from operating organizations, technical support organizations or regulatory authorities having direct involvement and responsibilities for planning, implementation or oversight of decommissioning of nuclear facilities, including for transition period. Participation of national counterparts of the RER9138 project is encouraged, as they are expected to have good overview of national situations and needs.

Participants are expected to deliver presentations on national approaches, practices and experiences related to decommissioning end states and to provide reports on status of decommissioning related activities in their countries. In addition, they should take active part in discussions during the workshop. The workshop will be conducted in English language. Thus, candidates should have sufficient English-language proficiency to be able to actively participate in the planned activities.

Candidates must be nominated by the competent national authority of the Member State and, most specifically, by the Member States' official counterpart for the project.

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 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. 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 workshop, 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 Vladan Ljubenov
Division of Radiation, Transport and Waste Safety
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 22553
Fax: +43 1 26007
Email: V.Ljubenov@iaea.org

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.