



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 Energía 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: ME-RER9141-1701466
Dial directly to extension: (+43 1) 2600-26548/22303

2017-07-13

Subject: TC Workshop on Regulatory Enforcement and Inspection, Vilnius, Lithuania, 11-15 September 2017

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 RER9141, "Improving National Infrastructures for Safety".

The purpose of the workshop is to improve the national systems for inspection and enforcement of radiation facilities. This workshop is dedicated to enforcement and radiation safety inspection and supervision of radiation facilities. Nuclear installations are not included.

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

We would appreciate receiving your country's nominations by **31 July 2017** 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 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
Scientific Secretary
Division for Europe
Department of Technical Cooperation



TC Workshop on Regulatory Enforcement and Inspection, Vilnius, Lithuania, 11-15 September 2017 (RER9141)

Hosted by

The Government of Lithuania

through the

Radiation Protection Centre

Vilnius, Lithuania

11 September 2017 – 15 September 2017

Ref. No.: ME-RER9141-1701466

Information Sheet

A. Purpose

The purpose of the workshop is to improve the national systems for inspection and enforcement of radiation facilities. This workshop is dedicated to enforcement and radiation safety inspection and supervision of radiation facilities. Nuclear installations are not included.

B. Working Language(s)

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

C. Deadline for Nominations

Nominations received after 31 July 2017 will not be considered.

D. Scope and Nature

The workshop consists of national presentations, lectures, discussion sessions and practical exercises. The workshop will begin with participants' presentations of the status of the inspection and enforcement programme in their home country, including the scope and completeness analysis (gap analysis) using as a benchmark the IAEA GSR Part 1 (Rev.1) requirements. The workshop is aimed at in depth discussion of inspection and enforcement requirements and practice in the participating countries and the implementation of IAEA standards for these regulatory processes in the Member States. These discussions should reveal the ways good practices and gaps in the existing inspection and enforcement procedures and practices and harmonize them with the appropriate IAEA safety standards. A national action plan for improvement in the area of regulatory inspection and enforcement should be developed. Participants will exchange information in the area of inspection and enforcement on: legal requirements; tools; coordination with other national competent agencies; graded approach; policy; regulatory body resources/needs; challenges; records and management systems.

E. Participation

The meeting is open to 30 participants from Member States.

Each country is invited to nominate candidates matching the profile described in the corresponding paragraph, indicating the order of priority.

F. Participants' Qualifications and Experience

The participants should be staff members of the authorities responsible for radiation safety inspections and enforcement of the radiation safety regulations' requirements and licensing conditions according to the national legislation. Inspection and enforcement organizing/conducting should be part of their documented official duties. Participants should have experience in regulatory inspection and enforcement, knowledge of national inspection and enforcement policy and procedures, as well as IAEA Safety Standards. Participants should actively participate in national regulatory activities for radiation sources. The workshop will be conducted in English and therefore participants should have sufficient English proficiency to participate without difficulty.

G. Application Procedure

Candidates wishing to apply for this event should complete their applications on the InTouch+ platform (<https://Intouchplus.iaea.org>). Should this not be possible, nominations may be submitted on a [TC Nomination Form for Meetings](#). 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 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 Sandra Marie Steyskal
Division for Europe
Department of Technical Cooperation
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 26548/22303

Fax: +43 1 26007

Email: S.Steyskal@iaea.org

Administrative Contact:

Ms Dragana Rainer
Division for Europe
Department of Technical Cooperation
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 25987

Fax: +43 1 26007

Email: D.RAINER@iaea.org

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