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Международное агентство по атомной энергии

Organismo Internacional de Energia Atómica

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In reply please refer to: C1-RER/9/141/9010/01

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2017-03-15

Subject: Invitation to a Regional Workshop: Drafting School for Regulations – Radiation Safety Stream, Vienna, Austria, 10-21 July 2017

Dear National Liaison Officer,

I am pleased to invite you to send nominations of suitable candidates to participate in the above-mentioned workshop under the framework of RER/9/141 – Improving National Infrastructures for Safety. The purpose of the workshop and related information are outlined in the attached Prospectus.

For candidates who are selected by the IAEA, the IAEA will cover the cost of return international travel from the home country to Vienna, Austria and provide Daily Subsistence Allowance (DSA) for the duration of the workshop in line with IAEA 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 Meeting/Workshop available on the IAEA website: <http://www.iaea.org/technicalcooperation/How-to-take-part/In-meetings-WS/index.html>. Completed forms should be endorsed by relevant national authorities and sent to the Programme Management Officer for this project, Ms Sandra Marie Steyskal (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 **29 April 2017**.

Yours sincerely,

Martin Krause
Director
Division for Europe
Department of Technical Cooperation

Enclosure: Prospectus
Questionnaire

International Atomic Energy Agency

Regional Workshop: Drafting School for Regulations

Radiation Safety Stream

P R O S P E C T U S

- Project Number & Title:** RER/9/141 Improving National Infrastructure for Safety
- Place (City, Country):** Vienna, Austria
- Dates:** 10 – 21 July 2017
- Deadline for Nominations:** 29 April 2017
- Organizers:** Ms Olga Makarovska and Ms Sandra Steyskal
Organizer: The International Atomic Energy Agency (IAEA),
Wagramerstrasse 5, PO Box 100,
1400 Vienna, Austria,
IAEA Official Fax (+43-1-26007)
E-Mail (Official.Mail@iaea.org)
- Language:** English
- Purpose:** The purpose of the workshop is to develop the participants' radiation safety regulations drafting skills and to provide participants with the competencies and experts' support to fully draft/review radiation safety regulation(s) in accordance with the IAEA safety standards. Radiation safety regulations to be developed/reviewed should be the top priority of the national action plan for regulations development/review and may cover: authorization, inspection and enforcement, review and assessment, generic or specific requirements for: safety of the facilities and activities; radiation safety in exposure situations (planned, emergency, existing); radiation protection for different categories of exposed individuals (workers, patients, public). Drafting of laws, national policies and strategies is out of the scope of the workshop.
- This workshop is dedicated to radiation safety regulations only. A similar *Drafting School* workshop for nuclear safety regulations will be held 13 – 24 November 2017.
- Expected Output(s):** It is expected that high priority national safety regulations will be drafted/revised during the workshop.
- Member States will gain sufficient knowledge and expertise to produce national radiation safety regulations in compliance with the national

legislation & IAEA safety standards and based on the best international practice.

It is expected that an efficient platform will be created and supported after the workshop to exchange regulatory knowledge and experience at the horizontal level.

Scope and Nature:

The workshop covers all elements of radiation safety infrastructure.

The workshop will begin with participants' presentations of the status of the legal framework of national radiation safety regulations, including the scope and completeness analysis (gap analysis). The national action plan for development of regulations should be presented with the justification of the highest priority of the draft(s) to be prepared during the workshop. A template for the presentation will be provided to the participants 2 months in advance of the workshop.

The workshop is aimed at in depth discussion of the IAEA standards implementation in the participant's countries. These discussions should reveal the gaps in the existing regulations and harmonize newly developed or revised national regulatory requirements with the appropriate IAEA safety standards. There will be several mentors participating in the workshop to provide their guidance and share expertise. The participants will be supported by the mentors in drafting their regulations during the workshop. Drafting of individual regulations is the core activity of the workshop.

Background Information:

This workshop is organized under the new regional TC project on Improving National Infrastructure for Safety (RER/9/141) approved for the TC cycle 2016 - 2017. The workshop is aimed at building competence in and improving the core radiation safety regulatory activities, namely the establishment of radiation safety regulations. As an ultimate goal the implementation of TC project RER/9/141 is aimed at achieving and maintaining effective and sustainable regulatory infrastructures for safety.

Participation:

The workshop is open to 15 participants from Member States participating in the TC project RER/9/141. It is recommended that for each participating Member State, two nominations are submitted, including one technical and one legal expert. In addition to the standard nomination form to be submitted via the official channel, interested participants should complete the enclosed questionnaire *Supplementary Questions for Drafting School Candidates* and submit it along with their nominations. Participants are requested to bring their own laptops to the workshop.

At least, one month in advance of the workshop, participants should provide IAEA with English language copies of the drafted/ revised regulation that will be finalized during the workshop. Non-English language drafts cannot be accepted. Participants should have access and provide access for the mentors to the national legislation and regulations that forms the basis for the regulation to be drafted/revised during the workshop. All such material should be in English.

**Participant's
Qualifications:**

1. The participants should be staff members of the authorities that according to the national legislation and national action plan are responsible for radiation safety regulations development and/or establishment (enacting). Participants should have experience in regulatory requirement drafting/revision and regulatory requirements drafting/revision should be part of their documented official duties.
2. The participants should be knowledgeable in national safety legislation and regulations and IAEA safety standards
3. The participants should actively participate in regulatory activities for radiation sources, such as radiation sources accounting and control, authorization, review and assessment, inspection and enforcement.
4. The workshop will be conducted in English. Regulations should be drafted in English. The participants should have sufficient English proficiency to communicate, discuss and write regulations in English.

**Nomination
Procedure:**

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 Meeting/Workshop available on the IAEA website <http://www.iaea.org/technicalcooperation/How-to-take-part/In-meetings-WS/index.html>. Completed forms should be endorsed by relevant national authorities and sent to the Programme Management Officer for this project, Ms Sandra Steyskal, (IAEA Official Fax: +43-1-26007 or E-Mail Official.Mail@iaea.org), through the official channels, i.e. the designated National Liaison Officer for IAEA matters, not later than **29 April 2017**.

In addition to the nomination nominees should submit the completed *Questionnaire for Drafting School Candidates* (enclosed).

**Administrative
and financial
arrangements:**

Nominating Governments will be informed in due course of the names of the candidates who have been selected and will be given full details of the procedure to be followed with regard to administrative and financial arrangements.

Selected participants from countries eligible to receive IAEA technical assistance funds will be provided with a roundtrip economy class air ticket from the airport nearest the participants' residence to Vienna, Austria, and a Daily Subsistence Allowance (DSA) at the prevailing UN Rate. Shipment of accumulated workshop materials to the participants' home countries is not the responsibility of the IAEA

The organizers of the workshop do not accept liability for the payment of any costs or compensation that may arise from the damage to or loss of personal property, or from illness, injury, disability, or death of a participant while he/she is traveling to and from or attending the workshop, 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.