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International Atomic Energy Agency

Agence internationale de l'énergie atomique

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National Liaison Officers /
National Coordinators

2020-05-29

Subject: Regional Workshop on Evaluating and Assessing the Options for Radioactive Waste Management Facilities, Vienna, Austria, from 31 August 2020 to 4 September 2020

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 RER9154, "Enhancing the Implementation of Integrated Programmes for the Safe Management of Radioactive Waste".

The purpose of the event is to present best practices, to exchange experiences and share challenges associated with the development of predisposal radioactive waste management facilities for the safe, efficient and cost-effective management of radioactive waste in the region.

The attached Information Sheet provides further details, including technical and administrative aspects of the event. Selection of participants will be in accordance with IAEA procedures. Member States are strongly encouraged to identify suitable women participants.

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 Vienna. 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 event in line with IAEA rules and procedures.

We would appreciate receiving your country's nominations by **30 June 2020** through the IAEA's InTouch+ platform (<https://Intouchplus.iaea.org>). Should this not be possible, applicants may download the Nomination Form for the event from the [IAEA's webpage](#). Completed forms must be endorsed by the relevant government authority and may be sent to the IAEA, by email to Official Mail - IAEA Mail address Official.Mail@iaea.org, with copy to Ms Katherina Deufrains K.L.Deufrains@iaea.org.

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,

A handwritten signature in blue ink, appearing to read 'K. Deufrains', with a stylized flourish extending to the right.

Katherina Deufrains
Programme Management Officer
Division for Europe
Department of Technical Cooperation

Enclosure: Information Sheet



Regional Workshop on Evaluating and Assessing the Options for Radioactive Waste Management Facilities

Hosted by

The International Atomic Energy Agency
IAEA Headquarters
Vienna, Austria

31 August 2020 to 4 September 2020

Ref. No.: ME-RER9154-1907907

Information Sheet

Purpose

The purpose of the event is to present best practices, to exchange experiences and share challenges associated with the development of predisposal radioactive waste management facilities for the safe, efficient and cost-effective management of radioactive waste in the region.

Working Language(s)

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

Deadline for Nominations

Nominations received after **30 June 2020** will not be considered.

Project Background

In order to carry out an assessment of waste management needs for an entire Member State or the assessment for one of the implementing organizations, the following should be available or known:

- Inventory of radioactive substances as appropriate (the location, amount, type and characteristics of existing and future radioactive substances in the Member State);
- The national radioactive waste classification system;
- Existing waste management infrastructure;
- Resources for design and construction of new facilities;
- Opportunities for integration (e.g. sharing of knowledge, facilities, mobile equipment, etc);
- Existing regulatory regime;
- Expectations and interests of stakeholders and other concerned parties;
- Waste management practices and facilities in other Member States.

Of course, in assessing the options for choosing a tailored waste management solution are a several factors to be taken in consideration starting from availability/status of the regulatory framework and ending with the periodic re-evaluation, updating and auditing of the plans once that the system is implemented and is fully operational.

Therefore, as a response to the MS's needs, the Agency is permanently initiating, planning and implementing technical events focusing on sharing good practices and expertise transfer coming from mature systems, practical experiences and actions to overcome challenges.

During the present event break-out sessions will be organised, focusing primarily on:

- Locations for facilities (e.g. centralized vs decentralized, fixed vs mobile, does the proposed site(s) have the capacity to house all facilities required?);
- Flexibility and integration (e.g. can it be used for other waste types? can it be expanded in the future if required? does it provide an acceptable solution for all waste types?);
- Initial capacity required and potential future capacities for various waste types (e.g. estimating the dates when storage and/or disposal facilities will be filled);
- Basic infrastructure requirements for supporting the activities (e.g. supervision, training, transportation, monitoring, maintenance, etc);
- Availability of resources (funds, personnel, construction materials, location);
- Prioritization of work programme (e.g. best use of limited resources, hazard reduction);
- Timing of the need (e.g. "just-in-time" construction, modular capacity to stage it over time);
- Method of collecting costs to ensure adequate future funding for construction, operation and decommissioning of required facilities;
- Periodic re-evaluation, updating and auditing of the plans, especially when a significant change occurs in the forecast waste inventory (e.g. addition of new nuclear activities, results of unexpected incidents, etc.) or the reference waste management strategy (e.g. moving from storage to final

disposal).

Expected Outputs

The workshop's expected outputs are from participants which will gain improved knowledge in:

- assessing and planning for waste management facilities;
- understanding the interlinkages between the waste generation, technology selection, waste acceptance criteria and storage/disposal;
- develop a familiarity, through lectures and participation in group exercises, of the activities and information required to efficiently plan various radwaste management activities.

Scope and Nature

The five-day workshop will include overview lectures on the basic aspects of the radioactive waste management steps, pre-requisites for planning and building a comprehensive radwaste waste management system and practical exercises followed by break-out sessions having the aims to create an open forum for debates.

The workshop will also include participant's presentations outlining Member State experience and issues aligned to emphasize the current status of radioactive waste management infrastructure as well as planning aspects in their countries.

Participation

Participants must be nominated by the competent national authority of the Member State and, most specifically, by the Member States' official counterpart for the project RER9154.

Participants' Qualifications and Experience

The event is targeted at operators, regulators and decision makers in connection with the management of LILW in both pre-disposal and disposal stages. Preference will be given to candidates having direct involvement in operation of radwaste management facilities, or in regulatory oversight of them as well as to professionals involved in developing strategies for safe and sustainable radioactive waste management.

Please note that participants will be expected to prepare presentations or share information outlining their experience regarding the status of the radioactive waste management system, highlighting the challenges and issues faced. The presentations shall be sent to the workshop Technical Officer – Ms Felicia Dragolici (F.N.Dragolici@iaea.org) prior to the event start date and will have to respect the following guidelines:

Maximum 10 slides covering:

- (a) waste generation and waste streams;
- (b) inventory (e.g. activities, volumes, particularities);
- (c) facilities: existing, under construction, planned;
- (d) human resource availability (measures for improvement);
- (e) currently applied radwaste management processes/technologies and future planning's;
- (f) WAC: availability, development status, challenges;
- (g) actual strategy and future planning;
- (h) suggestions for improvement, if any.

Application Procedure

Candidates wishing to apply for this event should follow the steps below:

1. Access the InTouch+ home page (<https://intouchplus.iaea.org>) using the candidate's existing Nucleus username and password. If the candidate is not a registered Nucleus user, she/he must create a Nucleus account (<https://websso.iaea.org/IM/UserRegistrationPage.aspx>) before proceeding with the event application process below.
2. On the InTouch + platform, the candidate must:
 - a. Finalize or update her/his personal details, provide sufficient information to establish the required qualifications regarding education, language skills and work experience ('Profile' tab) and upload relevant supporting documents;
 - b. Search for the relevant technical cooperation event (EVT1907907) under the 'My Eligible Events' tab, answer the mandatory questions and lastly submit the application to the required authority.

NOTE: Completed applications need to be approved by the relevant national authority, i.e. the National Liaison Office, and submitted to the IAEA through the established official channels by the provided designation deadline.

For additional support on how to apply for an event, please refer to the [InTouch+ Help page](#). Any issues or queries related to InTouch+ can be addressed to InTouchPlus.Contact-Point@iaea.org.

Should online application submission not be possible, candidates may download the nomination form for the meeting from the [IAEA website](#).

NOTE: A medical certificate signed by a registered medical practitioner dated not more than four months prior to starting date of the event must be submitted by candidates when applying for a) events with a duration exceeding one month, and/or b) all candidates over the age of 65 regardless of the event duration.

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.

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 event, 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.

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.

IAEA Contacts

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