



**TC Project RER9158**

# **School of Drafting Regulations for Radiation Safety**

**Hosted by**

The International Atomic Energy Agency  
IAEA Headquarters  
Vienna, Austria

**23 January to 3 February 2023**

**Ref. No.: ME-RER9158-EVT2200488**

## **Information Sheet**

### **Purpose**

The purpose of the workshop is to support participating Member States to complete their draft regulations on radiation safety in line with IAEA safety standards with the assistance of international experts.

### **Working Language(s)**

The working language of the event will be **English**.

### **Deadline for Nominations**

Nominations received after **5 August 2022** will not be considered.

## Project Background

The TC project RER9158 is aimed at strengthening the national regulatory infrastructures of the participating countries in order to effectively deliver their required regulatory functions to ensure radiation safety in planned and existing exposure situations. Member States (MSs) participating in the TC Europe programme use nuclear techniques and radiation technologies in different applications but some of the countries struggle with the issues related to existing exposure situations. It is important for each country to ensure the safe use of various techniques and technologies, and also the safe management of existing exposure situations to protect workers, the public and the environment from the hazardous effects of ionizing radiation. In addition, as a prerequisite for the provision of IAEA TC programmes to MSs, countries should have an appropriate radiation safety infrastructure in place to ensure the safe use of radiation sources and safe management of existing exposure situations. The project will encompass the periodic evaluation of the current regulatory infrastructure status, identifying gaps and providing support for the identified priorities to ensure the enhanced effectiveness and sustainability of regulatory programmes. The project is designed to improve regulatory framework elements and facilitate the mutual exchange experiences between MSs to accelerate the process of establishing and sustaining their regulatory infrastructure. Countries that need to improve their regulatory activities will be assisted through the project by training of regulators, sharing of experience, and advising and reviewing their regulatory programmes and activities through advisory or Integrated Regulatory Review Service (IRRS) missions for continuous improvement. This project is linked to the regional development priorities identified in the TC Europe Regional Profile 2018–2021.

## Scope and Nature

The workshop is intended to assist participants in completing draft regulations on radiation safety following the four-segment methodology of the IAEA's School of Drafting Regulations (the School henceforth). This presentational workshop corresponds to the in-person workshop of the third segment of the Radiation Safety Programme of the School. Detailed *instructions* to participate in the School are attached to this information sheet to guide the participants throughout its 4-segment methodology.

The workshop consists of a series of drafting sessions for the participants to complete the regulations with the assistance of international experts. The drafting sessions will be introduced by short lectures given to provide technical explanations regarding the IAEA safety requirements to be reflected in the national regulations. Additionally, the workshop includes the delivery of national presentations summarizing the status of the participating countries' legal and regulatory framework for radiation safety and the progress achieved in the preparation of the regulations, practical exercises to enhance drafting skills and round table discussions to share experience and promote cooperation among the participants.

Before the workshop, selected participants must successfully complete the preparatory on-line training course of the General Module of the Programme on Radiation Safety of the School to be accepted in the workshop. This on-line training course is available on the Learning Platform of the School at [OPEN-LMS: All courses \(iaea.org\)](https://open-lms.iaea.org/).

The candidates selected by the Secretariat to participate in the workshop shall complete the on-line training course before the deadline indicated in the *instructions* attached to this information sheet. The workshop organizers will provide them in due course a specific self-enrolment key that they will have to use to

complete the training course. Upon successful completion of the training course, the participants shall be able to download a certificate acknowledging the successful completion of the training. The certificate will be automatically forwarded to the workshop organizers to enable the participation of the incumbent in the workshop.

Participants from the same country shall work together as a country team in filling up a questionnaire to collect information about the status of the regulatory framework of the country and in preparing a national presentation to be delivered at the beginning of the workshop. The **questionnaire** and the **template of the national presentation** are also attached to this information sheet. The deadlines for submitting the questionnaire and the national presentation to the workshop organizers are indicated in the attached *instructions*.

## **Expected Outputs**

The participants are expected to improve their skills in drafting regulations consistent with IAEA' safety requirements for radiation safety.

The participants are expected to complete, or at least reach an advanced level of progress in the development of their draft national regulations on radiation safety.

It is expected that after the workshop, the regulations would be ready to be soon submitted for the approval and promulgation of the national competent authorities in accordance with the legal and administrative procedures in place in each country.

## **Participation**

The meeting is open to candidates from Member States participating in project RER9158 that are in the process of elaborating new or revising existing regulations on radiation safety.

Each Member State is encouraged to nominate two or more candidates to cover the competencies described in the next paragraph. Normally, two candidates with complementary qualifications will be selected by the IAEA for each Member States.

Requests of Member States to consider fewer or more participants for the workshop will be assessed on a case-by-case basis and satisfying the request will be subject to careful consideration of the justification of the request and availability of resources.

Selected participants from the same country are expected to work together in completing the questionnaire in attachment 2 and preparing the national presentation summarizing the status of the regulatory framework of their country using the power point template in attachment 3. Selected participants will be informed by the Secretariat about the deadline for submitting the questionnaire and the national presentation to the organizers of the School well before the commencement of the workshop.

## **Participants' Qualifications and Experience**

The workshop targets experienced staff with technical and legal background of regulatory bodies and other competent authorities who have direct involvement and, preferably, previous experience in drafting regulations or guides on radiation safety.

Member States are strongly encouraged to propose candidates who have complementary technical background on radiation safety and legal/administrative background regarding the elaboration and approval of national regulations to ensure an effective participation in the workshop and to produce valuable outcomes.

## 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 (EVT1907467) 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](mailto: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 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.

## **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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