



IAEA

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الوكالة الدولية للطاقة الذرية

国际原子能机构

International Atomic Energy Agency

Agence internationale de l'énergie atomique

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National Liaison Officer/National Coordinator

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2023-04-19

Subject: Virtual Regional Workshop on Advanced Treatment Planning for Head and Neck Cancer: From Contouring to Plan Evaluation, 12 to 30 June 2023

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 RER6040, "Enhancing Radiotherapy Delivery Through Improved Use of Advanced Dosimetry and Radiotherapy Techniques".

The purpose of the event is to: 1.) Provide theoretical background on tumour/target volumes and organs at risk delineation, and the application of various imaging and image registration modalities for radiotherapy planning; 2.) Provide theoretical background and radiobiological rationale on dose constraint for OAR and dose objectives for target; 3.) Inform on principles and recommendations on prescribing, recording, and reporting of radiotherapy, including IMRT. Provide hands-on training on tumour/target volumes and organs at risk delineation and treatment planning for IMRT/VMAT for head and neck cancers; 4.) Provide clinical and physics rationales for evaluation, comparison, and selection of treatment plans; 5.) Review institutional practices in head and neck RT planning and provide feedback on areas for improvement.

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 women participants.

We would appreciate receiving your country's nominations by **15 May 2023** 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, preferably by email to Official Mail - IAEA Mail address Official.Mail@iaea.org, with copy to Ms Mayumi Yamamoto M.Yamamoto@iaea.org and Ms Aida Karabegovic A.Karabegovic@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,

Mayumi Yamamoto

Programme Management Officer

Division for Europe

Department of Technical Cooperation

Enclosure: Information Sheet