



# **First Coordination Meeting For the regional project RER5029 on Improving Food Safety Through the Early Detection of Pathogenic Microbes**

**Hosted by**

The International Atomic Energy Agency  
IAEA Headquarters  
Vienna, Austria

**10 to 14 June 2024**

**Ref. No.: ME-RER5029-2400685**

## **Information Sheet**

### **Purpose**

The purpose of the event is to discuss planned project activities; finetune workplan and define action plans for each country as well as identifying potential hosts for future activities.

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

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

## **Deadline for Nominations**

Nominations received after **12 April 2024** will not be considered.

## **Project Background**

The project aims to improve food safety in the region through the early detection of microbial hazards to support human health and well-being. This targets the entire food chain in a number of Member States in Europe and Central Asia. The expected project deliverables include (but not limited to) strengthened laboratory analytical and human resource capabilities; enhanced laboratory quality assurance and control; developed laboratory protocols and/or standard operating procedures and relevant baseline data generated. The project is also expected to promote collaboration among countries and institutions.

## **Scope and Nature**

The meeting will cover microbiological hazards in food; relevant analytical techniques; training and instrumentations. Oral in-person presentations (power point) will be delivered by each country and discussed. Each country will prepare an actional plan to guide implementation, monitoring and evaluation. IAEA staff including the Programme Management Officer and the Technical Officer will provide relevant guidance. Furthermore the work plan of the new TC project will be discussed.

## **Participation**

One participant per country involved in or interested in the project RER5029. Institutions are expected to have a role in their country's food safety control system. The coordination meeting is open for up to 35 participants from countries that participate in the regional project, subject to the availability of funds.

Note: Only countries that appointed a counterpart for the regional project can participate. In case the country did not nominate a counterpart, it can be done prior to the meeting.

## Participants' Qualifications and Experience

Training and work-experience relevant to the project with a focus on microbial hazards in food.

## 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. Download and complete the [Designation of Beneficiary and Emergency Contact Form](#), and upload to InTouch+ ('Profile' tab under the personal section) specifying the document name. If already provided, kindly discard this step; and
  - c. Search for the relevant technical cooperation event (**EVT2400685**) 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 AX Travel Management, or a travel allowance, 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

### **Programme Management Officer (responsible for substantive matters):**

Ms Emina Alic  
Division for Europe  
Department of Technical Cooperation  
International Atomic Energy Agency  
Vienna International Centre  
PO Box 100  
1400 VIENNA  
AUSTRIA  
Tel.: +43 1 2600 22329  
Fax: +43 1 26007  
Email: [E.Alic@iaea.org](mailto:E.Alic@iaea.org)

### **Administrative Contact (responsible for administrative matters):**

Ms Adina Urazgaliyeva  
Division for Europe  
Department of Technical Cooperation  
International Atomic Energy Agency  
Vienna International Centre  
PO Box 100  
1400 VIENNA  
AUSTRIA  
Tel.: +43 1 2600 24670  
Fax: +43 1 26007  
Email: [A.Urazgaliyeva@iaea.org](mailto:A.Urazgaliyeva@iaea.org)