



Induction Workshop on TC Programme for new Project Counterparts, National Liaison Officers and National Liaison Assistants

Hosted by

The International Atomic Energy Agency
IAEA Headquarters
Vienna, Austria

23 to 27 February 2026

Ref. No.: ME-RER0050-2506077

Information Sheet

Purpose

The purpose of the event is to inform the TC Project Counterparts (CPs) of national project proposals and Lead Project Coordinators (LPCs) of regional project proposals, as well as new National Liaison Officers (NLOs) and National Liaison Assistants (NLAs) about the TC rules, processes, procedures, and roles and responsibilities to ensure effective management of the TC programme.

Working Language(s)

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

Deadline for Nominations

Nominations received after **18 January 2026** will not be considered.

Expected Outputs

Awareness raised of the designated CPs of new national project proposals, LPCs of new regional project proposals, NLOs and NLAs on the TC rules, processes, procedures, also their roles and responsibilities to ensure efficient and effective management of the TC program.

Scope and Nature

The overall objective of the event is to enhance knowledge of the IAEA TC programme and implementation in Member States and maintain high-level awareness on the IAEA's TC Programme and its operation mechanisms in Member States. The event will consist of interactive sessions, presentations and practical exercises. The participants are expected to have an active involvement during the sessions.

Participation

The workshop is open to 60 participants from TC Member States.

Participants' Qualifications and Experience

The participants should be officially designated TC CPs of new national project proposals and LPCs of new regional project proposals for the 2026-27 cycle, and newly appointed NLOs/NLAs from TCEU Member States. The event will be conducted in English language.

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 (EVT2506077) 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 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.

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