



Atoms for Peace and Development

الوكالة الدولية للطاقة الذرية

国际原子能机构

International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

Organismo Internacional de Energía Atómica

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In reply please refer to: EVT2003945

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The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the IAEA's Member States and has the honour to draw their attention to the **Technical Meeting on Peer Review and Advisory Services in Nuclear Safety and Security** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **30 to 31 May 2022**.

In addition, the event will allow for virtual participation via Cisco Webex.

The purpose of the event is to interact with Member States to continue to assess and strengthen the overall structure, effectiveness and efficiency of nuclear safety and security peer review and advisory services.

The attached Information Sheet provides further details of the event.

The event will be held in English.

Member States are invited to designate one or more participants to represent the Government at this event. Member States are strongly encouraged to identify suitable women participants.

The IAEA is generally not in a position to bear the travel and other costs of participants in the event. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Upon specific request, such assistance may be offered to normally one participant per country, provided that, in the IAEA's view, the participant will make an important contribution to the event. The application for financial support should be made at the time of designating the participant(s) using the attached Grant Application Form (Form C).

It should be noted that compensation is not payable by the IAEA for any damage to or loss of personal property. The IAEA also does not provide health insurance coverage for participants in IAEA events. Arrangements for private insurance coverage on an individual basis should therefore be made. The IAEA will, however, provide insurance coverage for accidents and illnesses that clearly result from any work performed for the IAEA.

Designations should be submitted to the IAEA through the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) not later than **18 February 2022** using the attached Participation Form (Form A). Completed and authorized Participation Forms should be sent either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Copies should be sent by email to the Scientific Secretary of the event, Ms María Moracho Ramírez, Office of Safety and Security Coordination, Department of Nuclear Safety and Security (Email: M.Moracho.Ramirez@iaea.org), and to the Administrative Secretary, Ms Hang Su (Email: H.Su@iaea.org). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once the official designations have been received.

Should Governments wish, in addition, to appoint one or more observers to assist and advise the designated participants, they are kindly requested to inform the IAEA of the names and contact details of any such observers by the above date. In accordance with the established rules, Governments are expected to bear the cost of attendance of any observers they may send to IAEA events. Compensation is not payable by the IAEA for any damage to or loss of observers' personal property or for illness, injury or death occurring while travelling to or in connection with their attendance at IAEA events.

The IAEA takes no responsibility for, and the provider of the virtual meeting services has represented and warranted that the Services shall not contain, and that no end user shall receive from the software used to hold the virtual meeting, any virus, worm, trap door, back door, timer, clock, counter or other limiting routine, instruction or design, or other malicious, illicit or similar unrequested code, including surveillance software or routines which may, or is designed to, permit access by any person, or on its own, to erase, or otherwise harm or modify any data or any system, server, facility or other infrastructure of any end user (collectively, a "Disabling Code").

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to renew to the IAEA's Member States the assurances of its highest consideration.



2022-01-14

Enclosures: Information Sheet

Participation Form (Form A)

Grant Application Form (Form C)



Technical Meeting on Peer Review and Advisory Services in Nuclear Safety and Security

IAEA Headquarters, Vienna, Austria
and virtual participation via Cisco Webex

30–31 May 2022

Ref. No.: EVT2003945

Information Sheet

Introduction

The International Atomic Energy Agency's (IAEA's) Department of Nuclear Safety and Security offers several peer review and advisory services in the various domains of nuclear safety and security. These services play key roles for global nuclear safety and security, enabling countries to benefit from the independent insights of leading international experts, based on the common reference frame of the IAEA safety standards and security guidance.

In order to ensure that Member States gain maximum benefit by implementing these services, their structure, effectiveness and efficiency are periodically reviewed by the IAEA Secretariat. The Peer Review and Advisory Services Committee (PRASC) was established in March 2016 to support this process. The objective of this Committee is to assess the overall structure of all review (peer review and advisory) services offered by the Department of Nuclear Safety and Security, make recommendations for improvement, if required, and consider the best methods for monitoring the effectiveness and efficiency of these services for the application of the safety standards and security guidance.

Objectives

The purpose of the event is to interact with Member States to continue to assess and strengthen the overall structure, effectiveness and efficiency of nuclear safety and security peer review and advisory services.

Target Audience

The event is open to participants from Member State organizations that have received (during the last three years) or are planning to receive (in the next two years) IAEA review services in the areas of nuclear safety and security. Participants are expected to be technical staff who have been or will be actively involved in IAEA review services in the areas of nuclear safety and security. They should be capable of describing and discussing their experiences, as well as the challenges related to these services, in detail. Participants should have a good working knowledge of English to enable them to contribute actively to the discussions.

Working Language(s)

English.

Topics

The following topics will be covered at the event:

- Overview of review services provided by the Department of Nuclear Safety and Security to Member States in the areas of nuclear safety and security, and the structure of these services;
- Experiences of Member States regarding the implementation of the review services offered by the Department of Nuclear Safety and Security; and
- Sharing of the work carried out by PRASC to enhance the efficiency and effectiveness of the review services offered by the Department of Nuclear Safety and Security, and discussions on the way forward.

Participation and Registration

All persons wishing to participate in the event have to be designated by an IAEA Member State or should be members of organizations that have been invited to attend.

In order to be designated by an IAEA Member State, participants are requested to send the **Participation Form (Form A)** to their competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) for onward transmission to the IAEA by **18 February 2022**. Participants who are members of an organization invited to attend are requested to send the **Participation Form (Form A)** through their organization to the IAEA by the above deadline.

Selected participants will be informed in due course on the procedures to be followed with regard to administrative and financial matters.

Participants are hereby informed that the personal data they submit will be processed in line with the [Agency's Personal Data and Privacy Policy](#) and is collected solely for the purpose(s) of reviewing and assessing the application and to complete logistical arrangements where required.

Expenditures and Grants

No registration fee is charged to participants.

The IAEA is generally not in a position to bear the travel and other costs of participants in the event. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Upon specific request, such assistance may be offered to normally one participant per country, provided that, in the IAEA's view, the participant will make an important contribution to the event.

The application for financial support should be made using the **Grant Application Form (Form C)**, which has to be stamped, signed and submitted by the competent national authority to the IAEA together with the **Participation Form (Form A)** by **18 February 2022**.

Venue

The event will be held at the Vienna International Centre (VIC), where the IAEA's Headquarters are located. Participants must make their own travel and accommodation arrangements.

General information on the VIC and other practical details, such as a list of hotels offering a reduced rate for IAEA participants, are listed on the following IAEA web page:

www.iaea.org/events.

Participants are advised to arrive at Checkpoint 1/Gate 1 of the VIC one hour before the start of the event on the first day in order to allow for timely registration. Participants will need to present an official photo identification document in order to be admitted to the VIC premises.

Visas

Participants who require a visa to enter Austria should submit the necessary application to the nearest diplomatic or consular representative of Austria at least four weeks before they travel to Austria. Since Austria is a Schengen State, persons requiring a visa will have to apply for a Schengen visa. In States where Austria has no diplomatic mission, visas can be obtained from the consular authority of a Schengen Partner State representing Austria in the country in question.

IAEA Contacts

Scientific Secretary:

Ms María Moracho Ramírez

Office of Safety and Security Coordination
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22286

Fax: +43 1 26007

Email: M.Moracho.Ramirez@iaea.org

Administrative Secretary:

Ms Hang Su

Office of Safety and Security Coordination
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22019

Fax: +43 1 26007

Email: H.Su@iaea.org

Subsequent correspondence on scientific matters should be sent to the Scientific Secretary and correspondence on other matters related to the event to the Administrative Secretary.

Event Web Page

Please visit the following IAEA web page regularly for new information regarding this event:

<https://www.iaea.org/events/evt2003945>

Participation Form

Technical Meeting on Peer Review and Advisory Services in Nuclear Safety and Security

IAEA Headquarters, Vienna, Austria and virtual participation via Cisco Webex

30–31 May 2022

To be completed by the participant and sent to the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority) of his/her country for subsequent transmission to the International Atomic Energy Agency (IAEA) either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretary M.Moracho.Ramirez@iaea.org and to the Administrative Secretary H.Su@iaea.org.

Participants who are members of an invited organization can submit this form to their organization for subsequent transmission to the IAEA.

Deadline for receipt by IAEA through official channels: 18 February 2022

| | | |
|---|--|-----------------------------|
| Family name(s): (same as in passport) | First name(s): (same as in passport) | Mr/Ms |
| Institution: | | |
| Full address: | | |
| Tel. (Fax): | | |
| Email: | | |
| Nationality: | Representing following Member State/non-Member State/entity or invited organization: | |
| If/as applicable: | | |
| Do you intend to submit a paper? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Would you prefer to present your paper as a poster? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Title: | | |
| I plan to attend virtually: | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

Participants are hereby informed that the personal data they submit will be processed in line with the [Agency's Personal Data and Privacy Policy](#) and is collected solely for the purpose(s) of reviewing and assessing the application and to complete logistical arrangements where required.

Grant Application Form

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To be completed by the applicant and sent to the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority) of his/her country for subsequent transmission to the International Atomic Energy Agency (IAEA) either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretary M.Moracho.Ramirez@iaea.org and to the Administrative Secretary H.Su@iaea.org.

Deadline for receipt by IAEA through official channels: 18 February 2022

| | | |
|---------------------------------------|--|--------|
| Family name(s): (same as in passport) | First name(s): (same as in passport) | Mr/Ms: |
| Mailing address: | Tel.: | |
| | Fax: | |
| | Email: | |
| Date of birth (yy/mm/dd): | Nationality: | |
| I plan to attend virtually: | Yes <input type="checkbox"/> No <input type="checkbox"/> | |

1. Education (post-secondary):

| Name and place of institution | Field of study | Diploma or Degree | Years attended | |
|-------------------------------|----------------|-------------------|----------------|----|
| | | | from | to |
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2. Recent employment record (starting with your present post):

| Name and place of employer/ organization | Title of your position | Type of work | Years worked | |
|---|---------------------------|--------------|--------------|----|
| | | | from | to |
| | | | | |
| | | | | |
| | | | | |

3. Description of work performed over the last three years:

4. Institute's/Member State's programme in field of event:

Date: Signature of applicant: _____

Date: Name, signature and stamp of Ministry of Foreign Affairs, Permanent Mission
to the IAEA or National Atomic Energy Authority _____