



*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  
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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 the Use of E-Tools for Competence Building in Decommissioning and Environmental Remediation** (hereinafter referred to as "event") to be held virtually via Cisco WebEx from **13 to 17 June 2022**.

The purpose of the event is to identify and disseminate best practices for using e-tools, such as e-learning, webinars and databases, for competence building in the areas of decommissioning and environmental remediation.

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.

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 **14 April 2022** using the attached Participation Form (Form A). Completed and authorized Participation Forms should be sent either by email to: [Official.Mail@iaea.org](mailto: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, Mr Masahiro Yagi, Division of Nuclear Fuel Cycle and Waste Technology, Department of Nuclear Energy (Email: [M.Yagi@iaea.org](mailto:M.Yagi@iaea.org)), and to the Administrative Secretary, Ms Mio Isshiki, (Email: [M.Isshiki@iaea.org](mailto:M.Isshiki@iaea.org)). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, as appropriate, once 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.

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.



2022-02-15

Enclosures: Information Sheet  
Participation Form (Form A)



# **Technical Meeting on the Use of E-Tools for Competence Building in Decommissioning and Environmental Remediation**

**Virtual event via Cisco WebEx**

**13-17 June 2022**

**Ref. No.: EVT2103787**

## **Information Sheet**

### **Introduction**

Competent personnel are needed to support the increasing number of nuclear facilities undertaking decommissioning and on-going environmental remediation projects across Member States. Typically, these projects are major industrial undertakings, requiring similar skills to other large scale industrial activities. National governments have an important role in ensuring that national policies, and the frameworks necessary for their implementation, are established. This is strongly dependent on an appropriate legal, regulatory and institutional framework, including arrangements for education and skills development to meet current and future needs.

The growth of the internet since the beginning of this century has made a major impact on how information is stored and communicated. The use of online interactive learning tools ('learning e-tools') for subject matter competence building has increased over the past decade, and in particular as a result of the COVID-19 pandemic. These changes have involved greater use of distance learning taking the form of both self-taught courses, as well as virtually-taught courses. In this context learning e-tools for self-training include e-learning lessons, pre-recorded video presentations, serious games, and wikis. Learning e-tools for virtual-training include webinars and on-line workshops. These e-tools have enabled small group face-to-face training to be transformed into virtual training which is accessible to a large number of trainees.

The importance of enabling easily accessible and effective competence building is essential to successful decommissioning and environmental remediation projects. Training is needed not only to maintain the skills of the current workforce but to increase the workforce as more sites require decommissioning or environmental remediation. This will also include the education of personnel from non-nuclear disciplines to ensure breadth of technical skills are available. The approach to training must also be sustainable to accommodate the long timescales over which decommissioning or environmental remediation projects occur.

Due to the recent increase in the use of learning e-tools, and the paradigm shift that is occurring to more on-line training, an opportunity exists to share, discuss and document good practices and lessons learned in Member State decommissioning and environmental remediation programmes. The expected output from this meeting and associated meetings will be the development of an IAEA TECDOC, to support further use of learning e-tools and the development of new approaches and tools.

## Objectives

The purpose of this meeting is to identify e-tools which are being used or being developed for subject matter competence building in Member State for decommissioning and environmental remediation. The objective of the Technical Meeting will be to facilitate the sharing of good practices, lessons learned and challenges in the use of learning e-tools and to collect information for the preparation of a TECDOC. The following topics are of particular interest:

- The approaches and e-tools that have been developed and implemented to enable subject matter competence building, particularly in response to the Covid-19 pandemic.
- The opportunities, benefits and challenges the use of e-tools has created.
- The use of web-based knowledge management platforms to integrate access and use of other e-tools such as e-learning lessons, virtually-taught courses, on-line reference material and wikis.
- Whether there are similarities or differences in e-tools developed for different audiences and for different subject matter.
- Exploring the optimal combination of existing capacity building approaches and e-tools for different purposes (e.g., basic training for decommissioning and environmental remediation work for reassigned workers, or developing practical, high-level competencies needed for each stage of actual work).
- Identifying current needs for subject matter capacity building activities by means of e-tools, including enhancing effectiveness, the type of audiences and role of operators, industry, universities and other organizations involved in their development.

The meeting will include discussion on the current status and future evolution of the IAEA's Nuclear Wiki, a knowledge platform focussed on back-end activities, as well discussion on the IAEA's future activities on development of subject matter e-tools and associated capacity building activities. Activities of the IAEA Collaborating Centres for Decommissioning which support the development and sharing of knowledge resources and advance competence building for decommissioning may also be discussed.

## Target Audience

Representatives on national and international organizations concerned with this topic are invited to participate in the event, including:

- Operators, regulators, supply chain organisations, technical support organisations and other organisations with responsibility for the delivering competence building within their organisation using e-tools.
- Universities or research institutions developing the e-tools for capacity building of professionals.
- Officials from concerned international organizations.

## Working Language(s)

English

## 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 **14 April 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 above deadline.

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

## Expenditures and Grants

No registration fee is charged to participants.

The meeting will be an online meeting using Cisco WebEx and no financial support will be provided to the participants.

## Venue

The meeting will be an online meeting using Cisco WebEx.

# IAEA Contacts

## Scientific Secretary

### Mr Masahiro Yagi

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## Administrative Secretary

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

# Participation Form

## Technical Meeting on the Use of E-Tools for Competence Building in Decommissioning and Environmental Remediation

**Virtual event via Cisco WebEx**  
**13 to 17 June 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](mailto: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, Mr Masahiro Yagi, Division of Nuclear Fuel Cycle and Waste Technology, Department of Nuclear Energy (Email: [M.Yagi@iaea.org](mailto:M.Yagi@iaea.org)) and to the Administrative Secretary, Ms Mio Isshiki, (Email: [M.Isshiki@iaea.org](mailto:M.Isshiki@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: 14 April 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	No
Would you prefer to present your paper as a poster?	Yes	No
Title:		

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. Further information can be found in the [Data Processing Notice](#) concerning IAEA InTouch+ platform.