



RER 1022 “Enhancing Utilization and Safety of Research Reactors”

# **Regional Workshop on Strategic Planning for Research Reactors**

**IAEA Headquarters, Vienna, Austria  
19–23 May 2025**

**Ref. No.: EVT2501337**

## **Information Sheet**

### **Introduction**

Strategic planning (SP) is a key process for ensuring efficient, optimized and well managed utilization of research reactors (RRs) irrespective of their mission, complexity, power, or size. Planning the utilization and management of an RR reflects the status of the related technologies as well as the socio-economic needs and development. For RR facilities still in planning, SP provides a broader understanding of their stakeholder needs and rationale of their future utilization. Existing RRs benefit by justification of their continues operation and optimally expand utilisation based on the analysis of the national/regional/international needs and available capabilities.

To support Member States in assessing the status of their national nuclear infrastructure and development of research reactor programme the International Atomic Energy Agency (IAEA), in 2017, published *Strategic Planning for Research Reactors* (IAEA Nuclear Energy Series No. NG-T-3.16). The publication together with the Feasibility Study for a New Research Reactor Project (IAEA Nuclear Energy Series No NG-T-3.18, 2018) and Specific Considerations in the Assessment of the Status of the National Nuclear Infrastructure for a New Research Reactor Programme (IAEA Nuclear Energy Series No. NR-T-5.9, 2021), and other IAEA publications referenced therein provides comprehensive framework for safe, efficient and sustainable operation of research reactors.

## Objectives

The workshop is intended to (i) provide participants with knowledge and practical information for development and implementation of a strategic planning for research reactors and (ii) contribute to the enhancement of the utilization of existing research reactors. It will enable research reactor management to identify the capabilities of their facility and match these to stakeholder/user needs and establish and implement a sound plan of supplying such needs.

The workshop also aims to provide a forum at which participants can share and discuss experiences, challenges and lessons learned in the development and implementation of research reactor strategic plans.

## Working Language(s)

English

## Deadline for Nominations

Nominations received after **24 March 2025** will not be considered.

## Workshop Framework

The workshop will include presentations by IAEA staff member and other experts on the subject matter, with subsequent practical exercises and discussions.

Time will be allocated for the workshop participants to present their scientific background and function in the institutes and laboratories, in particular reporting on their existing experience, lessons learned, challenges and future developments in the subject matter.

### Topics:

The event will address preparation and implementation of a strategic plan, covering but not limited to:

- Executive Statement;
- Executive Summary;
- Vision and Mission;
- Stakeholders and Their Needs;
- Facility Description;
- Capabilities;
- Strengths, Weaknesses, Opportunities and Threats Analysis, and Risk Evaluation;
- Decisions and Strategy;
- Strategic Considerations
- Action Plans for Specific Objectives;
- Review and Status Reporting;
- Organization and Personnel;
- Moving From Planning to Implementation;
- Good Practices and Lessons Learned.

## Target Audience

The workshop is open to the following Member States participating in the regional TC project RER1022 - *“Enhancing Utilization and Safety of Research Reactors”*: Austria, Azerbaijan, Belarus, Bulgaria, Czech Republic, Georgia, Greece, Hungary, Kazakhstan, Kyrgyzstan, Latvia, Poland, Portugal, Romania, Russian Federation, Slovakia, Slovenia, Tajikistan, Türkiye, Ukraine and Uzbekistan.

The IAEA will support the cost of **up to 2 participants per Member State**. Candidates to be supported by the IAEA should follow below mentioned application procedure.

## Participants’ Qualification and experience

The workshop is intended for individuals who are members of research reactor teams involved in planning/building a new research reactor or expanding utilisation of an existing research reactor based on the analysis of the national/regional/international needs.

In their application, candidates are requested to indicate their role and responsibilities in the above context by providing a brief summary statement on how their participation will contribute to the project(s) they are involved.

As the workshop will be conducted in English, participants should have sufficient proficiency to deliver and follow talks and participate in the discussions in this language without difficulty.

Applications failing to clarify compliance to the requirements listed above will be automatically rejected.

## 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.

**NOTE:** The email used for TALEO and Nucleus must be the same. If not, the candidate’s profile will not appear complete.

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 (**EVT2501337**) under the ‘My Eligible Events’ tab, answer the mandatory questions and lastly submit the application to the required authority.

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).

**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.

**NOTE:** Should online application submission not be possible, candidates may download the nomination form for the meeting from the IAEA website <https://www.iaea.org/services/technical-cooperation-programme/how-to-participate> and submit their applications to their National Authorities. The nomination forms once fully approved can be submitted by e-mail in a PDF format through the official channels via the IAEA Official E-Mail ([Official.Mail@iaea.org](mailto:Official.Mail@iaea.org)) with copy to Mr Nurken ([A.Nurken@iaea.org](mailto:A.Nurken@iaea.org)) and Mr Bru ([Y.Bru@iaea.org](mailto:Y.Bru@iaea.org)).

**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 American Express, or a travel grant, 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):**

Mr Azat Nurken  
Division for Europe  
Department of Technical Cooperation  
International Atomic Energy Agency  
Tel.: +43 1 2600 26542  
Email: [A.Nurken@iaea.org](mailto:A.Nurken@iaea.org)

### **Scientific Secretary (responsible for technical matters):**

Ms Valentina Semkova  
Division of Physical and Chemical Sciences  
Department of Nuclear Sciences and Chemical Sciences  
International Atomic Energy Agency  
Tel.: +43 1 2600 24215  
Email: [V.Semkova@iaea.org](mailto:V.Semkova@iaea.org)

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

Mr Yann Bru  
Division for Europe  
Department of Technical Cooperation  
International Atomic Energy Agency  
1400 VIENNA, AUSTRIA  
Tel.: +43 1 2600 25804  
Email: [y.bru@iaea.org](mailto:y.bru@iaea.org)

Subsequent correspondence on scientific matters should be sent to the Programme Management Officer and correspondence on other matters related to the workshop to the Administrative Contact.