



IAEA

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

Vienna International Centre, PO Box 100, 1400 Vienna, Austria

Phone: (+43 1) 2600 • Fax: (+43 1) 26007

Email: Official.Mail@iaea.org • Internet: <https://www.iaea.org>

In reply please refer to: **EVT2102769**

Dial directly to extension: (+43 1) 2600-22621

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 **Sixth Technical Meeting of the International Project on Completion of Decommissioning** (hereinafter referred to as "event") to be held in Caernarfon, United Kingdom, from **20 to 24 June 2022**.

The purpose of the event is to continue the collaboration and information exchange between Member States on the completion of decommissioning.

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 participants 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 **25 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 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 Vladan Ljubenov, Division of Radiation, Transport and Waste Safety, Department of Nuclear Safety and Security (Email: V.Ljubenov@iaea.org), and to the Administrative Secretary, Ms Sarah Pulimood (Email: S.Pulimood@iaea.org). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once official designations have been received.

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.



2022-04-12

Enclosures: Information Sheet
 Participation Form (Form A)
 Grant Application Form (Form C)



Sixth Technical Meeting of the International Project on Completion of Decommissioning

Hosted by the

Government of United Kingdom

through the

Office for Nuclear Regulation (ONR)

Caernarfon, United Kingdom

20 - 24 June 2022

Ref. No.: EVT2102769

Information Sheet

Introduction

The IAEA International Project on Completion of Decommissioning (COMDEC) was launched at the First Technical Meeting, held in September 2018, where the Terms of Reference for the Project were agreed to and three Project Working Groups were established to address issues related to: 1) defining decommissioning end state; 2) delivering the end state, and; 3) regulatory aspects of the process of completion of decommissioning and the site release. The COMDEC Project is aiming to provide practical guidance to assist Member States in their activities regarding completion of decommissioning, release of sites, and implementation of institutional controls, when necessary. Five Technical Meetings and one Interim Meeting of the COMDEC Working Groups were held in 2018-2021.

Objectives

The objective of the Sixth Technical Meeting is to advance the development of practical guidance on completion of decommissioning and release of sites from regulatory control, on the basis of technical discussions and the site visit to the Trawsfynydd Nuclear Power Station.

Target Audience

Professionals from national authorities, policy making organizations, regulatory bodies, decommissioning licensee organizations, technical support organizations and service providers with direct involvement and experiences in planning, implementing or regulating decommissioning projects. Strong preference will be given to participants who attended the previous meetings of the COMDEC project.

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 **25 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.

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.

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 **25 April 2022**.

Visas

Participants who require a visa to enter United Kingdom should submit the necessary application as soon as possible to the nearest diplomatic or consular representative of United Kingdom.

Organization

Scientific Secretary

Mr Vladan Ljubenov

Division of Radiation, Transport and Waste Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22553

Fax: +43 1 26007

Email: V.Ljubenov@iaea.org

Administrative Secretary

Ms Sarah Pulimood

Division of Radiation, Transport and Waste Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 24800

Fax: +43 1 26007

Email: S.Pulimood@iaea.org

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



Participation Form

Sixth Technical Meeting of the International Project on Completion of Decommissioning

Caernarfon, United Kingdom

20 to 24 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 or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretary, Mr Vldan Ljubenov, Division of Radiation, Transport and Waste Safety, Department of Nuclear Safety and Security (Email: V.Ljubenov@iaea.org) and to the Administrative Secretary, Ms Sarah Pulimood, (Email: S.Pulimood@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: 25 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.

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Family name(s): (same as in passport)	First name(s): (same as in passport)	Mr/Ms:
Mailing address:	Tel.:	
	Fax:	
	Email:	
Date of birth (yyyy/mm/dd):	Nationality:	

1. Education (post-secondary):

Name and place of institution	Field of study	Diploma or Degree	Years attended	
			from	to

2. Recent employment record (starting with your present post):

Name and place of employer/ organization	Title of your position	Type of work	Years attended	
			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**
