



*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  
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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 **Annual Meeting of the Forum on the Safety of Near Surface Disposal** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **19 to 23 September 2022**.

The purpose of the event is to assist Member States in strengthening the safety of near surface disposal through the development of guidance, methods and tools as appropriate, as well as through the exchange of information on good practices. The specific objectives of the event are to enable participants to review and help complete a draft TECDOC from the Forum, to give updated presentations on the safety of near surface disposal facilities in the Member States, and to discuss areas of possible further work.

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 **29 July 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 David Bennett, Division of Radiation, Transport and Waste Safety, Department of Nuclear Safety and Security (Email: [D.G.Bennett@iaea.org](mailto:D.G.Bennett@iaea.org)), and to the Administrative Secretary, Ms Dunja Kostadinovic (Email: [D.Kostadinovic@iaea.org](mailto:D.Kostadinovic@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.

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 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.



2022-05-05

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



# **Annual Meeting of the Forum on the Safety of Near Surface Disposal**

**IAEA Headquarters  
Vienna, Austria**

**19 - 23 September 2022**

**Ref. No.: EVT2102890**

## **Information Sheet**

### **A. Introduction**

Virtually all countries have radioactive waste that requires disposal. Some of the more developed countries have several decades of experience in the development, licensing and safe operation of near surface disposal facilities, particularly for low level radioactive waste (LLW). Many other countries, including those planning to embark on nuclear power programmes, need to include the development and implementation of near surface disposal facilities in their radioactive waste management strategies. In addition, the provision of disposal routes for large volumes of LLW is a key issue that can limit the progress of remediation and decommissioning activities.

As national programmes for radioactive waste disposal have developed, considerable effort has been put into developing systematic and internationally recognized approaches for demonstrating the safety of disposal facilities and for preparing safety cases for specific facilities.

Demonstrating the safety of a disposal facility involves the conduct of safety assessments and depends on the arguments in the safety case concerning the characteristics of the site and the facility engineering (e.g. the system of engineered barriers), the results of safety assessment, and the management arrangements for ensuring quality in all aspects of safety related work.

The IAEA has over a considerable period of time organised various international meetings on the safety of radioactive waste disposal, and it has also coordinated a series of multi-year projects specifically on near surface disposal (NSARS, ISAM, ASAM, PRISM and PRISMA). These projects included work (i) to benchmark safety assessment models, (ii) to develop improved safety assessment methods, (iii) to apply these improved methods to examples of proposed and existing disposal facilities and consider the regulatory review of their application, (iv) to enhance understanding of the safety case for near surface disposal facilities, and (v) to explore approaches for the practical use of the safety case in the living management of near surface disposal facilities. These activities have provided a valuable and productive international forum for discussions, exchange of experiences, development of methodologies and mutual learning on safety assessments for waste disposal facilities, on the development of safety cases for waste disposal facilities, and on the practical use of such safety cases in developing, operating and taking strategic decisions concerning near surface disposal facilities.

Following completion in 2016 of the PRISMA project, the IAEA began to facilitate an on-going forum on the Safety of Near Surface Disposal. The forum on the Safety of Near Surface Disposal is run by the Radioactive Waste and Spent Fuel Unit Management of the IAEA's Division of Radiation, Transport and Waste Safety, and currently has four Working Groups:

- Working Group 1. Use of the Safety Case in Decision Making on Near Surface Disposal.
- Working Group 2. Regulatory Experiences and Processes.
- Working Group 3. Post-closure Safety Assessment.
- Working Group 4. Communication of the Safety Case.

The next Annual Meeting of the Forum on the Safety of Near Surface Disposal will be held during 19 - 23 September 2022.

## **B. Objectives**

The general objectives of the Forum on the Safety of Near Surface Disposal are to:

- Provide an enduring forum that will assist Member States to ensure the safety of near-surface disposal.
- Help Member States to improve safety by:
  - Developing guidance, methods and tools as appropriate.
  - Enabling the exchange of information on good practices (e.g. on safety cases, safety assessment, technologies).
  - Providing opportunities for informal review of facilities and safety cases by peers.
- Facilitate education and training of staff.

The specific objectives of the event are to enable participants to review and help complete a draft TECDOC developed as a result of the work of the Forum Working Groups, to give updated presentations on the safety of near surface disposal facilities in the Member States, and to discuss areas of possible further work.

## **C. Target Audience**

Member States are invited to designate suitably qualified and experienced participants for the meeting. Participants should be drawn from organizations with responsibility for the management of radioactive waste, from regulatory bodies, or from technical support or other organizations involved in activities related to near surface disposal of radioactive waste and the development, use and review of safety cases and safety assessments for radioactive waste disposal. The IAEA would appreciate the designation of participants who have already been involved in the activities of the Forum on the Safety of Near Surface Disposal. Participants are encouraged to contribute to the development of, and, as appropriate, give national presentations for their Member State with the example title “Update on the safety of near surface disposal of radioactive waste in country X”. Member States are strongly encouraged to identify suitable women participants.

## **D. Working Language(s)**

English

## **E. 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 29 July 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.

## **F. 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 **29 July 2022**.

## **G. 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:

<https://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.

## **H. 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.

## **I. Organization**

### **Scientific Secretary**

**Mr David Bennett**

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

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Tel.: +43 1 2600 22676

Fax: +43 1 26007

Email: [D.G.Bennett@iaea.org](mailto:D.G.Bennett@iaea.org)

### **Administrative Secretary**

**Ms Dunja Kostadinovic**

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

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Tel.: +43 1 2600 22702

Fax: +43 1 26007

Email: [D.Kostadinovic@iaea.org](mailto:D.Kostadinovic@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

## Annual Meeting of the Forum on the Safety of Near Surface Disposal

IAEA Headquarters, Vienna, Austria

19 to 23 September 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 David Bennett, Division of Radiation, Transport and Waste Safety, Department of Nuclear Safety and Security (Email: [D.G.Bennett@iaea.org](mailto:D.G.Bennett@iaea.org)) and to the Administrative Secretary, Ms Dunja Kostadinovic, (Email: [D.Kostadinovic@iaea.org](mailto:D.Kostadinovic@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: 29 July 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 make a presentation?	Yes	No
Would you prefer to present a poster?	Yes	No
Title: (For example: "Update on the safety of near surface disposal of radioactive waste in country X"):		

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.



# Grant Application Form

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**Deadline for receipt by IAEA through official channels: 29 July 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 (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**

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