



# **Regional Training Course on Train-the-Trainers for Radiation Protection Officers**

**Hosted by**

The Government of Bosnia and Herzegovina

**through the**

State Regulatory Agency for Radiation and Nuclear Safety

Sarajevo, Bosnia and Herzegovina

**12 – 16 September 2022**

**Ref. No.: TN-RER9156-EVT2002987**

## **Information Sheet**

### **Purpose**

The purpose of the event is to train participants on roles, duties and competence of a radiation protection officer at medical and industrial facilities, and on how to design and deliver a training programme.

### **Working Language(s)**

The working language(s) of the event will be English and Russian.

### **Deadline for Nominations**

Nominations received after **08 June 2022** will not be considered.

## **Project Background**

Building competence through education and training in radiation safety is fundamental to the establishment of a comprehensive and sustainable national infrastructure for radiation safety, which in turn is essential for protecting people from the harmful effects of radiation. especially important to the effectiveness of such an infrastructure is the high-level education and training of regulators, future decision makers, as well as key personnel from relevant national bodies such as technical support organizations.

One of the outputs of the project is on the training of radiation protection officers. Having radiation protection officers with competence in radiation protection and safety is a necessary factor to ensure radiation safety in the facilities and activities.

## **Expected Outputs**

After this course Member States will have:

- i) In the short term - an increased number of skilled trainers,
- ii) In the medium term - an increased number of trained RPOs with appropriate competence in radiation safety,
- iii) In the long term - a strengthened infrastructure for radiation safety.

## **Scope and Nature**

Participants are expected to become trainers of radiation protection officers at medical and industrial facilities in their countries; as such they shall be working for service providers of training in radiation protection. Nominees are expected to include details on the training activities that they are providing (in the Nomination Form paragraph “DESCRIPTION OF WORK”) and on how their country is going to make use of the training received by the candidate at the course (in the Nomination Form paragraph “RELEVANCE OF THE TRAINING”). Nominees not including this information are unlikely to be accepted.

The course will be interactive, and the participants are expected to contribute to all the individual and group exercises. They will also need to prepare some individual work after the sessions. The training will provide presentations on the role, duties and competence needs for radiation protection officers, planning lessons, communication with a group and working with 21st century teaching aids. Furthermore, it will provide a forum for discussion. Several resources for future training activities will also be shared.

## Participation

The event is open to 40 (20 English speaking and 20 Russian speaking) participants from Member States participating in this project.

## Participants' Qualifications and Experience

Participants should have secondary or tertiary education with a relevant technical or scientific background in the field of radiation safety. They should be very familiar with the role and duties of the radiation protection officer, as provided in the International Basic Safety Standards: "a person technically competent in radiation protection matters relevant for a given type of practice who is designated by the registrant, licensee or employer to oversee the application of regulatory requirements".

## Application Procedure

Candidates wishing to apply for this event should follow the steps below:

1. Access the IAEA TALEO page (<https://iaea.taleo.net/careersection/ex/jobsearch.ftl>) and complete the Candidate Profile.
2. Be registered on the Nucleus page of the IAEA (<https://nucleus.iaea.org/>).
3. Through Nucleus, access the InTouch+ platform where the Profile is completed (My Profile tab) (<https://nucleus.iaea.org/Pages/InTouchPlus.aspx>).

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

4. On the InTouch + platform, under the 'My InTouch +' tab, the candidate needs to:
  - a. select the institute / organization that he/she works at / represents ('My Institute' section);
  - b. click on the link called '**Refresh Personal History Form**' to update the system, *otherwise the nominations submitted will have these fields empty and it will not be possible to evaluate them during the selection of candidates* ('IAEA Recruitment Platform' section).

**NOTE:** Once the above steps are finalized, the candidate's profile will appear as completed and he/she can apply for Technical Cooperation events.

5. In the InTouch+ platform (<https://intouchplus.iaea.org>), in the 'Applications' tab, search by the event number provided in the invitation.

The help for each step is located at the top of the page. For additional help on how to register, create a profile and apply for an event, please refer to the online guide and training videos available under the following links: [how-to guide](#) and [training videos](#). Any issues or queries related to the new system can be addressed to [InTouchPlus.Contact-Point@iaea.org](mailto:InTouchPlus.Contact-Point@iaea.org) or [TC-AIPS-PL4.Contact-point@iaea.org](mailto:TC-AIPS-PL4.Contact-point@iaea.org).

Should this not be possible, applicants may download the Nomination Form for the TN from the IAEA website <https://www.iaea.org/services/technical-cooperation-programme/how-to-participate>.

Applications should contain sufficient information to establish that the nominees have the required qualifications. Please note that the information regarding LANGUAGE SKILLS, EDUCATION AND WORK EXPERIENCE is exported from TALEO. If an applicant's profile in TALEO is not updated, the information in INTOUCH+ for these sections appears as empty and the candidates cannot be evaluated. Completed applications need to be endorsed by the relevant national authority, i.e. the National Liaison Office and submitted through the established official channels.

## **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

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