



Regional Workshop on Authorization and Inspection of Linear Accelerators (LINAC)

Hosted by

The Government of Estonia

through the

Ministry of Climate in cooperation with Environmental Board

Tallinn, Estonia

13 to 17 October 2025

Ref. No.: ME-RER9158-2402858

Information Sheet

Purpose

The purpose of the workshop is to discuss and share experience on how to develop, review, and improve regulatory requirements and apply regulatory control to radiotherapy facilities with LINACs.

Working Language(s)

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

Deadline for Nominations

Nominations received after **2 July 2025** will not be considered.

Project Background

The TC project RER9158 aims to strengthen national regulatory infrastructures in participating countries, enabling them to effectively carry out their regulatory functions to ensure radiation safety in planned and existing exposure situations. The project supports protecting workers, the public, and the environment from the hazardous effects of ionizing radiation, which aligns with IAEA safety standards and best practices.

Scope and Nature

The use of linear accelerators (LINACs) in radiotherapy has become standard practice in many countries, increasing the need for enhanced regulatory oversight to ensure these facilities' safe and effective operation.

This workshop will equip participants with practical knowledge, training materials, and tools to enhance their regulatory oversight of LINACs. The focus will be on safety assessment and inspections in accordance with IAEA Safety Standards.

Specifically, the workshop will develop participants' practical skills for implementing IAEA safety standards GSR Part 1 (Rev. 1), Governmental, Legal, and Regulatory Framework for Safety, which defines the requirements for authorizing and inspecting facilities and activities, as well as for developing regulations and guidance by the regulatory body.

The workshop will provide participants with the knowledge and understanding necessary for regulatory bodies to develop, review, and improve regulatory requirements and apply effective regulatory control over radiotherapy facilities using LINACs, ensuring the safety of patients, workers, and the public.

The workshop will cover various subjects related to linear accelerator technology, safety considerations, and regulatory requirements and functions applied to LINAC radiotherapy facilities and activities.

Expected Output(s):

By the end of the workshop, participants will:

- Strengthen their technical capabilities to conduct regulatory oversight of LINACs in medical practice.
- Be better equipped to apply key regulatory functions, including authorization, inspection, and enforcement, in alignment with international safety standards.
- Be able to contribute to the development or enhancement of regulatory frameworks for LINAC radiotherapy facilities in their respective countries.
- Gain a comprehensive understanding of IAEA GSR Part 1 (Rev. 1) and its application in regulatory processes for authorizing and inspecting linear accelerators.

Participation

The Regional Workshop is open to relevant stakeholders from Member States participating in the TC project RER9158. The project counterparts must officially designate the nominees.

Due to practical limitations, the total number of international participants will be limited to **33**.

Each Member State is invited to nominate up to two participants, specifying the order of priority.

The event will involve potential radiation exposure in relation to the following practice: inspection of LINAC in a medical facility

Participants' Qualifications and Experience

Participants should be staff of regulatory bodies with at least 4 years of experience in carrying out the authorization, review, assessment, inspection, and enforcement processes of medical facilities and activities utilizing LINAC. They must also be familiar with the content of relevant IAEA safety standards. The participants are expected to share the knowledge gained in the workshop to train other staff members in regulatory functions within their countries. Participants must be proficient in English to follow lectures and actively engage in discussions and activities without difficulty.

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.
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 (**EVT2402858**) under the 'My Eligible Events' tab, answer the mandatory questions and lastly submit the application to the required authority.

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.

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.

Should online application submission not be possible, candidates may download the nomination form for the meeting from the [IAEA website](#).

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 AX Travel Management, or a travel allowance, 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.

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