



*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

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In reply please refer to: **EVT2104825**

Dial directly to extension: (+43 1) 2600-21972

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 **International Training Course on State Systems of Accounting for and Control of Nuclear Material** (hereinafter referred to as "event") to be held in Tokai-mura, Ibaraki Prefecture, Japan, **from 28 November to 9 December 2022**.

The purpose of the event is to provide the participants with the practical knowledge and skills required to establish and maintain State systems of accounting for and control of nuclear material.

The attached Information Sheet provides further details of the event.

The event will be held in English.

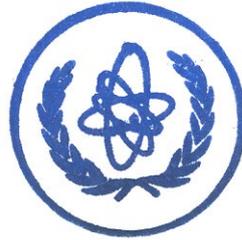
Member States are invited to designate one participant or more participants to represent the Government at this event. Member States are strongly encouraged to identify suitable women participants.

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 both to the event and to their respective countries' SSACs. The application for financial support should be made at the time of designating the participants.

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 **31 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 Hirofumi Tomikawa, Division of Concepts and Planning, Department of Safeguards (Email: [H.Tomikawa@iaea.org](mailto:H.Tomikawa@iaea.org)), and to the Administrative Secretary, Ms Florencia Ries-Centeno (Email: [M.F.Ries-CentenoRequena@iaea.org](mailto:M.F.Ries-CentenoRequena@iaea.org)). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once the 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.



2022-06-23

Enclosures: Information Sheet

Participation Form (Form A)



# **International Training Course on State Systems of Accounting for and Control of Nuclear Material**

**Hosted by the**  
Government of Japan

**Organized by the**  
International Atomic Energy Agency (IAEA) in cooperation with the  
Ministry of Education, Culture, Sports, Science and Technology (MEXT)  
and the Japan Atomic Energy Agency (JAEA)

**Tokai-mura, Ibaraki Prefecture,  
Japan**

**28 November – 9 December 2022**

**Ref. No.: EVT2104825**

## **Information Sheet**

### **A. Objectives**

The purpose of the event is to provide the participants with the practical knowledge and skills required to establish and maintain State systems of accounting for and control of nuclear material (SSACs).

It is expected that the participants, on their return, will be engaged in work related to the design, establishment, management, maintenance and/or strengthening of their country's SSAC and that they will be able to contribute to the development of the SSAC and to the international non-proliferation regime as a whole.

## B. Target Audience

The course is open to 20 participants and is aimed at experts working for State authorities responsible for safeguards implementation, as well as for other governmental institutions involved in safeguards implementation, such as the ministry of foreign affairs, ministry of trade, ministry of health, ministry of industry, or who are working at facilities or locations outside of facilities where nuclear material is customarily used, such as research institutions, universities, medical centers or relevant industrial facilities. All participants should have basic knowledge of the Treaty on the Non-Proliferation of Nuclear Weapons, the model comprehensive safeguards agreement (IAEA document INFCIRC/153 (Corrected)) and the model additional protocol (IAEA document INFCIRC/540 (Corrected)). In order to receive maximum benefit from the course, participants should be, or expect to be, employed in safeguards nuclear materials accountancy, or in the import/export of nuclear material in their home States.

## C. Working Language

English

## D. Application Procedure

Designations should be submitted using the attached **Participation Form (Form A)**. Completed requests should be endorsed by the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority), or by an organization invited to participate, and returned through the established official channels. They must be received by the IAEA not later than **31 July 2022**. Designations received after that date or applications sent directly by individuals or by private institutions cannot be considered. Designating Governments and invited organizations will be informed in due course of the names of the selected candidates and at that time full details will be given on the procedures to be followed with regard to administrative and financial matters.

All participants should be medically examined and certified physically fit before leaving their home for this training course. Participants should also make their own arrangements for passports, visas, and vaccinations.

## E. 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 both to the course and to his/her respective countries' SSACs. The application for financial support should be made at the time of designating the participant. If Governments wish to apply for a grant on behalf of one of their experts, they should address specific requests to the IAEA to this effect by **31 July 2022** using the attached Form A.

### **Japan Atomic Energy Agency (JAEA) financial arrangements:**

The JAEA will provide the following financial support to eligible participants (please note that funds will be made available **after** completion of the course):

1. Round-trip economy-class air ticket between the international airport designated for departure by the JAEA and Narita International Airport or Haneda International Airport.
2. Subsistence allowance for the duration of their participation in the course at the JAEA to cover the cost of accommodation, meals and minor incidental expenses.
3. Round-trip transportation costs between Narita/Haneda airport and the place of accommodation.
4. Commuting costs between the place of accommodation and the training venue.

**Note:** Participants are responsible for the cancellation fees of air tickets or any other inevitable expenses in the case of their non-attendance at the course if such costs are incurred between the period of their official nomination and the cancellation.

## **F. Other Information**

Participants will be duly notified of the applicable COVID restrictions and entry regulations in place in Japan, and will need to make their own arrangements for PCR testing before departure, if required.

The JAEA may contact nominees regarding its training course on the non-destructive assay (NDA) of nuclear materials, which is held after this IAEA course.

## **G. Organization**

### **Scientific Secretary**

**Mr Hirofumi Tomikawa**

Division of Concepts and Planning

Department of Safeguards

International Atomic Energy Agency

Vienna International Centre

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1400 VIENNA

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Tel.: +43 1 2600 21972

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Email: [H.Tomikawa@iaea.org](mailto:H.Tomikawa@iaea.org)

**Administrative Secretary**

**Ms Florencia Ries-Centeno**

Division of Concepts and Planning

Department of Safeguards

International Atomic Energy Agency

Vienna International Centre

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1400 VIENNA

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Email: [M.F.Ries-CentenoRequena@iaea.org](mailto:M.F.Ries-CentenoRequena@iaea.org)

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

# Participation Form

## International Training Course on State Systems of Accounting for and Control of Nuclear Material

Tokai-mura, Ibaraki Prefecture, Japan

28 November – 9 December 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 [H.Tomikawa@iaea.org](mailto:H.Tomikawa@iaea.org) and to the Administrative Secretary [M.F.Ries-CentenoRequena@iaea.org](mailto:M.F.Ries-CentenoRequena@iaea.org).

**Deadline for receipt by IAEA through official channels: 31 July 2022**

Representing following Member-State/ non-Member State/entity or invited organization:		
Family name(s): (same as in passport)	First name(s): (same as in passport)	Mr/Ms:
Name of Institute/Affiliation:		
Address of Institute/Affiliation:		
Tel. (Fax) Office/Mobile:		
Email:		
Date of birth (YYYY-MM-DD):	Place of birth:	
Nationality:	Passport number:	
Date/Place of issue of passport:	Passport valid until:	

### 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 worked	
			from	to

**3. Description of work performed over the last three years:**

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**4. Previous participation in IAEA activities**

I have participated in the following IAEA events:

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**5. Relevance of the event:**

How do you envisage applying the knowledge and/or experience gained from the event to your current work role?

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**6. Language ability:**

The designating authority confirms that the participant is proficient in the language in which the event is to be held.

Yes

**7. Medical status**

Both the designating authority and the applicant acknowledge that the applicant shall be solely responsible for any medical requirements or conditions that may arise while attending the event, and for any costs arising thereof.

Yes

**8. Request of financial support (subject to eligibility)**

- Yes
- No

**Date:**                      **Signature of applicant:** \_\_\_\_\_

**Date:**                      **Name, signature and stamp of Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority** \_\_\_\_\_