



*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](mailto:Official.Mail@iaea.org) • Internet: <https://www.iaea.org>

In reply please refer to: **EVT2004994**  
Dial directly to extension: (+43 1) 2600-21148

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 **Advanced, Practitioner-Level Training Course on Preventive and Protective Measures against Insider Threats** (hereinafter referred to as "event") to be held in Antwerp, Belgium, from **5 to 9 September 2022**.

The purpose of the event is to train the participants on the establishment of a comprehensive insider threat mitigation programme at facilities to prevent the unauthorized removal of nuclear material and sabotage of facilities.

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 **12 August 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 Robert Kimball Larsen, Division of Nuclear Security, Department of Nuclear Safety and Security (Email: [R.Larsen@iaea.org](mailto:R.Larsen@iaea.org)), and to the Administrative Secretary, Ms Zhanar Yerimbetova (Email: [Z.Yerimbetova@iaea.org](mailto:Z.Yerimbetova@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.



2022-07-15

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



# **Advanced, Practitioner-Level Training Course on Preventive and Protective Measures against Insider Threats**

**Hosted by the  
Government of Belgium**

**through the  
Federal Agency for Nuclear Control (FANC)**

**Antwerp, Belgium**

**5 - 9 September 2022**

**Ref. No.: EVT2004994**

## **Information Sheet**

### **Introduction**

In support of the “Joint Statement on Mitigating Insider Threats” INFCIRC/908, the International Atomic Energy Agency (IAEA) has developed the Advanced Practitioner-Level Training Course on Preventive and Protective Measures against Insider Threats. This two-week practitioner-level training course is designed to instruct participants on implementing a performance-based methodology to initiate or improve a comprehensive insider threat mitigation programme at a facility to prevent unauthorized removal of nuclear material and sabotage of facilities. The course will address preventive measures (e.g., trustworthiness programs and nuclear security culture), as well as protective measures (e.g., physical protection and the nuclear material accounting and control (NMAC) system). The course will use lectures and small-group working sessions with heavy emphasis on field exercises. Participants will apply concepts learned during practical exercises using case studies as well as mock (physical) and hypothetical (3D-model) facilities to build practical experience and skills. As an advanced course, it will build on the awareness course from the current IAEA insider threat training and the e-learning module. It will provide Member States with hands-on training, guidance documents, and related self-assessment and training materials. Participants will gain the ability to use a performance-based methodology for defining, designing, and evaluating a facility insider threat mitigation programme that addresses insider threats, including the unauthorized removal of nuclear material (theft), sabotage of

facilities, and the protection of information at nuclear facilities.

## Objectives

The objective of the course is to provide the participants with the knowledge, skills and abilities to use a performance-based methodology for defining, designing, and evaluating an insider threat mitigation programme for nuclear facilities. By the end of the course, participants will be able to explain how to integrate preventive and protective measures into an operator's security plan in order to mitigate insider threats and identify and assess facility improvements that may be needed.

## Target Audience

The target audience for this course is nuclear facility security managers and those with responsibilities for creating or overseeing insider threat mitigation programmes or an operator's security plan. The course is primarily intended for personnel with responsibilities for designing, managing, or assessing nuclear security systems (including NMAC and physical protection measures). Regulators, computer and information security managers, and law enforcement personnel may also benefit from this course.

## 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 **12 August 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 **12 August 2022**.

## **Visas**

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

## **Organization**

### **Scientific Secretary**

**Mr Robert Kimball Larsen**  
Division of Nuclear Security  
Department of Nuclear Safety and Security  
International Atomic Energy Agency  
Vienna International Centre  
PO Box 100  
1400 VIENNA  
AUSTRIA

Tel.: +43 1 2600 21148  
Fax: +43 1 26007  
Email: [R.Larsen@iaea.org](mailto:R.Larsen@iaea.org)

**Administrative Secretary**

**Ms Zhanar Yerimbetova**

Division of Nuclear Security

Department of Nuclear Safety and Security

International Atomic Energy Agency

Vienna International Centre

PO Box 100

1400 VIENNA

AUSTRIA

Tel.: +43 1 2600 25881

Fax: +43 1 26007

Email: [Z.Yerimbetova@iaea.org](mailto:Z.Yerimbetova@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

## Advanced, Practitioner-Level Training Course on Preventive and Protective Measures against Insider Threats

**Antwerp, Belgium**

**5 to 9 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 Robert Kimball Larsen, Division of Nuclear Security, Department of Nuclear Safety and Security (Email: [R.Larsen@iaea.org](mailto:R.Larsen@iaea.org)) and to the Administrative Secretary, Ms Zhanar Yerimbetova, (Email: [Z.Yerimbetova@iaea.org](mailto:Z.Yerimbetova@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: 12 August 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:**

---



---



---



---



---



---



---

**4. Relevance of the event:**

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

---



---



---



---



---



---

**5. Language ability:**

Enter your languages and your proficiency per Description.

<b>Mother tongue:</b>	<b>Proficiency Description:</b>
-----------------------	---------------------------------





# Grant Application Form

## Advanced, Practitioner-Level Training Course on Preventive and Protective Measures against Insider Threats

**Antwerp, Belgium**

**5 to 9 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 Robert Kimball Larsen, Division of Nuclear Security, Department of Nuclear Safety and Security (Email: [R.Larsen@iaea.org](mailto:R.Larsen@iaea.org)) and to the Administrative Secretary, Ms Zhanar Yerimbetova, (Email: [Z.Yerimbetova@iaea.org](mailto:Z.Yerimbetova@iaea.org)).

**Deadline for receipt by IAEA through official channels: 12 August 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**

\_\_\_\_\_