



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 • Internet: <https://www.iaea.org>

In reply please refer to: EVT2102956

Dial directly to extension: (+43 1) 2600-26720

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 **Technical Meeting on Stakeholder Involvement and Public Communication** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **22 to 25 November 2022**.

The purpose of the event is to present the draft IAEA publication on stakeholder involvement, and to provide a platform to exchange information and relevant lessons from Member States' experience and current practices.

The attached Information Sheet provides further details of the event.

The event will be held in English.

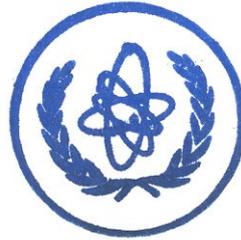
Member States are invited to designate one or more participants to represent the Government at this event. Member States are strongly encouraged to identify suitable women participants.

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 participant(s) 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 **30 September 2022** using the attached Participation Form (Form A). Completed and authorized Participation Forms should be sent either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Copies should be sent by email to the Scientific Secretaries of the event, Ms Marta Walker (Email: M.Kaczmarek@iaea.org) and Ms Lisa Berthelot (Email: L.Berthelot@iaea.org), both of the Division of Nuclear Power, Department of Nuclear Energy, and to the Administrative Secretary, Ms Valentyna Dzyubenko (Email: V.Dzyubenko@iaea.org). The Scientific Secretaries 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.



2022-08-05

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



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

Technical Meeting on Stakeholder Involvement and Public Communication

IAEA Headquarters, Vienna, Austria

22–25 November 2022

Ref. No.: EVT2102956

Information Sheet

Introduction

IAEA Member States are increasingly dedicated to effectively engaging about nuclear power with a wide range of stakeholders. Appropriate stakeholder engagement and communication are necessary at organizational, local, national and international levels, and take on the form of relationship and partnership building, listening and consulting, building trust, and providing public information. It is more than promoting the benefits of nuclear power or explaining risks or complexities. It is also about creating dialogue and taking into account the roles and inputs of stakeholders in decision-making processes.

Stakeholder engagement is indispensable for the development of a national position in countries seeking to maintain, expand or embark on a nuclear power programme. It is a key activity in selecting and obtaining authorizations for sites for nuclear power plants, and it helps build and maintain trust in regulatory oversight competence and efficiency.

The IAEA compiles international good practices, trends and challenges from Member States on how they engage with relevant stakeholders in nuclear power programmes. The IAEA is developing a Nuclear Energy Series Technical Report on *Stakeholder Engagement in a New Nuclear Power Programme*, which will follow the Milestones Approach and provide detailed guidance based on Member States input for each phase of nuclear power infrastructure development. While this publication will be primarily intended at countries introducing their first nuclear power programme, it will also contain useful and current information for countries expanding on their existing programmes.

Objectives

The purpose of this annual Technical Meeting is to present the draft IAEA publication on stakeholder involvement, and to provide a platform to exchange information and relevant lessons from Member States' experience and current practices.

Target Audience

The meeting is open to participants from Member States that are operating, expanding, considering, planning, or implementing nuclear power programmes, preferably from the main organizations involved in the programme (for example government departments / ministries, Nuclear Energy Programme Implementing Organizations, regulatory bodies, owner-operators, technical support organizations). The meeting is aimed at managers and officials who develop policies, strategies and plans for stakeholder engagement and communication, public or institutional relations, or media relations, and those who implement such strategies and plans. The meeting is also open to experts from nuclear societies, trade organizations, educational organizations or other institutions involved in information on clean energy, including nuclear power.

Prior to the meeting, participants are expected to complete the IAEA e-learning module on **Stakeholder Involvement** (a module in the IAEA "[E-learning for Nuclear Newcomers](#)" series) and familiarize themselves with the NE Series publication NG-G-5.1 *Stakeholder Engagement in Nuclear Programmes*.

Working Language(s)

The working language of the meeting will be English.

Topics

The meeting will consist of a series of presentations, group discussions, panels and interactive breakout sessions to discuss common challenges and effective solutions for engaging with stakeholders. Presentations will be delivered on the stakeholder engagement experiences in Member States as well as of international and non-governmental organizations. The meeting will also consider IAEA support on stakeholder engagement including existing and potential capacity building activities by the IAEA, guidance publications and other tools.

Based on feedback, trends and direct requests from Member States, topics may include:

- International good practices, trends and challenges in stakeholder engagement
- Relationship-building

- Engaging with policy and decision makers
- Lessons identified in newcomer countries in stakeholder engagement
- Stakeholder engagement in the long-term operation of nuclear power plants
- Dialogue with the climate community and clean energy advocates
- International communities of practice in nuclear stakeholder engagement

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 **30 September 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 the 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. The IAEA may also use the contact details of Applicants to inform them of the IAEA's scientific and technical publications, or the latest employment opportunities and current open vacancies at the IAEA. These secondary purposes are consistent with the IAEA's mandate.

Papers and Presentations

The IAEA encourages participants to give presentations on the work of their respective institutions on one or several of the topics listed above.

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 **30 September 2022**.

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:

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.

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.

IAEA Contacts

Scientific Secretaries:

Ms Marta Walker

Division of Nuclear Power
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 26720

Email: M.Kaczmarek@iaea.org

Ms Lisa Berthelot

Division of Nuclear Power
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 26709

Email: L.Berthelot@iaea.org

Administrative Secretary:

Ms Valentyna Dzyubenko

Division of Nuclear Power
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 26736

Email: V.Dzyubenko@iaea.org

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

Participation Form

Technical Meeting on Stakeholder Involvement and Public Communication

IAEA Headquarters Vienna, Austria

22–25 November 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 or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretaries M.Kaczmarek@iaea.org and L.Berthelot@iaea.org, and to the Administrative Secretary V.Dzyubenko@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: 30 September 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 submit a paper? Yes <input type="checkbox"/> No <input type="checkbox"/> Would you prefer to present your paper as a poster? Yes <input type="checkbox"/> No <input type="checkbox"/> Title:		

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. The IAEA may also use the contact details of Applicants to inform them of the IAEA's scientific and technical publications, or the latest employment opportunities and current open vacancies at the IAEA. These secondary purposes are consistent with the IAEA's mandate.

Grant Application Form

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Deadline for receipt by IAEA through official channels: 30 September 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 (yy/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 worked	
			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 _____