



**IAEA**

*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

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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 of the Points of Contact for Integrated Nuclear Security Sustainability Plans** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **23 to 25 October 2023**.

In addition, the event will allow for virtual participation via Cisco Webex.

The purpose of the event is to provide participants with a common understanding of the Integrated Nuclear Security Sustainability Plans' (INSSP) development process and the benefits that can be derived from it, and to share experiences and lessons learned from the development and implementation of INSSPs.

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 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 **8 August 2023** 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, Ms Brunelle Battistella, Division of Nuclear Security, Department of Nuclear Safety and Security (Email: [B.Battistella@iaea.org](mailto:B.Battistella@iaea.org)), and to the Administrative Secretary, Ms Flor Reyes Zuniga, (Email: [F.Reyes-Zuniga@iaea.org](mailto:F.Reyes-Zuniga@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.

The IAEA takes no responsibility for, and the provider of the virtual meeting services has represented and warranted that the Services shall not contain, and that no end user shall receive from the software used to hold the virtual meeting, any virus, worm, trap door, back door, timer, clock, counter or other limiting routine, instruction or design, or other malicious, illicit or similar unrequested code, including surveillance software or routines which may, or is designed to, permit access by any person, or on its own, to erase, or otherwise harm or modify any data or any system, server, facility or other infrastructure of any end user (collectively, a “Disabling Code”).

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.



2023-06-23

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