



International Workshop on Training and Educational Needs to Implement Decommissioning Projects

Ulsan, Republic of Korea

6 - 9 November 2023

Ref. No: EVT2205963

Information Sheet

Introduction

The growing nuclear decommissioning demand worldwide will benefit from already completed and ongoing projects, while increasing number of facilities to be decommissioned, raises new challenges and require a workforce with diverse skills and competencies. The decommissioning workforce will typically include the staff from the facility licensee and from different specialists' contractors.

The international workshop is organized to share, discuss and explore the issues related to capacity building, competence development and knowledge transfer for the implementation of decommissioning. Sharing the good practise in the management of personnel and transfer of knowledge from the operation to the decommissioning, with focus on strategic human resources planning and competence identification.

Discussion on the workshop will be generally focused on following topics:

- Approach on competence identification for implementation of decommissioning.
- Human resources and workforce planning, understanding the requirements on capacities and competencies.
- Approach for change management, including transfer of knowledge from operating organizations to be decommissioning organizations, and
- Advanced preparation for decommissioning – training centres, educational institutions, international cooperations.

Objectives

The purpose of the meeting is to explore the challenges in developing required level of competence and human resources to implement decommissioning projects, understanding the need of different competencies and expertise.

Promoting professional training to meet the increasing demand for decommissioning, support addressing of systematic educational opportunities.

Further, identification of the educational infrastructure, highlighting and identification of potential gaps in available educational and knowledge management programmes.

To support the discussions on above topics, the participants will be expected to share experiences and challenges from their own organizations, to help focus on issues that could usefully be explored during the future exchanges with relevant Member State organizations.

Target Audience

The event is intended for individuals from Member States with decommissioning programs envisaged or in implementation. Participants should be individuals in charge of developing, implementing and managing the knowledge management, capacity building and competency development.

Working Language(s)

The working language of the meeting will be English.

Expected Outputs

The participants, using their collective experience, will identify issues and solutions to education, training, human resources development and knowledge transfer.

The proposal for development of collaborative activities on the topic of capacity building, educational needs and knowledge management will be developed.

Onward action plan for the resource identification, education requirements and demanding tools for the training will be proposed.

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. Participants should be actively involved in the topics of the event.

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 **31 August 2023**. 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.

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 **31 August 2023**.

Visas

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

Venue

The event will commence on Monday, 23 October 2023, 09:30 a.m. at the KEPCO International Nuclear Graduate School (KINGS), 658-91 Haemaji-ro, Seosaeng-myeon, Ulju-gun, Ulsan 45014, Republic of Korea.

IAEA Contacts

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Email: i.kridtner@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

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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 Secretary, Ms Helena Mrazova, Division of Nuclear Fuel Cycle and Waste Technology, Department of Nuclear Energy (Email: H.Mrazova@iaea.org) and to the Administrative Secretary, Ms Iris Kridtner (Email: I.Kridtner@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: 31 August 2023

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 No Would you prefer to present your paper as a poster? Yes No 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. Further information can be found in the [Data Processing Notice](#) concerning IAEA InTouch+ platform.

Grant Application Form

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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**
