



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

Международное агентство по атомной энергии

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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 on Further Enhancing IAEA Nuclear Energy Management and Nuclear Knowledge Management Schools** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **27 November to 1 December 2023**.

The purpose of the event is to bring together the coordinators of IAEA Nuclear Energy Management (NEM) and Nuclear Knowledge Management (NKM) Schools, as well as potential future host organizations. The event will be an opportunity to share experiences and lessons learned, collect feedback, and discuss future strategies to enhance the NEM and NKM Schools programme.

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 for 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 **2 October 2023** 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 Secretary of the event, Mr Ian Alexander Gordon, Division of Planning, Information and Knowledge Management, Department of Nuclear Energy (Email: I.A.Gordon@iaea.org) and to the Administrative Secretary, Ms Yuliya Tulubtsova (Email: Y.Tulubtsova@iaea.org).

The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, 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.



2023-07-05

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