



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

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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 **International Meeting of the Points of Contact for the Purpose of Facilitating the Import and Export of Radioactive Sources in Accordance with the Guidance on the Import and Export of Radioactive Sources** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **24 to 27 January 2023**.

The purpose of the event is sharing information on national Points of Contact experience in facilitating the import and export of radioactive sources in accordance with the Guidance on the Import and Export of Radioactive Sources and reviewing the role and responsibilities of national Points of Contact in Guidance implementation.

The event will be held in English.

Member States are invited to designate the officially nominated Points of Contact (one or more) to represent the Government at this event.

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 is the officially nominated Point of Contact or 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 **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 Olga Makarovska, Division of Radiation, Transport and Waste Safety, Department of Nuclear Safety and Security (Email: O.Makarovska@iaea.org), and Mr Timothy Hayes, Division of Nuclear Security, Department of Nuclear Safety and Security (Email: T.Hayes@iaea.org), and to the Administrative Secretary, Mr Tom Alexander (Email: T.Alexander@iaea.org). The Scientific Secretaries 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.



2022-09-09

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



Participation Form

International Meeting of the Points of Contact for the Purpose of Facilitating the Import and Export of Radioactive Sources in Accordance with the Guidance on the Import and Export of Radioactive Sources

IAEA Headquarters, Vienna, Austria

24 to 27 January 2023

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 O.Makarovska@iaea.org and T.Hayes@iaea.org, and to the Administrative Secretary T.Alexander@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:	
Are you the officially nominated Point of Contact for your State?	Yes	No
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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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 (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. Are you the officially nominated Point of Contact for the purpose of facilitating the import and export of radioactive sources in accordance with the Guidance?

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
