



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: EVT2103803
Dial directly to extension: (+43 1) 2600-25679

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 Workshop on Managing the Transition from Operation to Decommissioning** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **12 to 16 December 2022**.

In addition, the event will allow for virtual participation via Microsoft Teams.

The purpose of the event is to provide mid- and senior-level managers of nuclear facilities with an overview of solutions and good practices for leadership and managerial challenges in the transition from operation to decommissioning.

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 **14 October 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 Secretary of the event, Ms Tetiana Kilochytska, Division of Nuclear Fuel Cycle and Waste Technology, Department of Nuclear Energy (Email: T.Kilochytska@iaea.org), and to the Administrative Secretary, Ms Iris Kridtner (Email: I.Kridtner@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.

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



International Workshop on Managing Transition from Operation to Decommissioning

Hybrid event

12 - 16 December 2022

Ref. No.: EVT2103803

Information Sheet

Introduction

Transition from operation to decommissioning is not strictly defined internationally. It usually spans the period from permanent shutdown to start actual dismantling work and seeks to support the future implementation of decommissioning in a safe and effective way. The transition period is generally devoted to establishing the organization to implement decommissioning and to finalize the detailed decommissioning plan through substantial engagement with safety and environmental regulators and local communities. During this period a number of modifications, both technical and organizational, are made to adapt a facility to new objectives and requirements associated with decommissioning. The transition period between operation and the implementation of decommissioning involves some routine operations along with others that may be specific to the transition stage based on the type of facility. A change of thinking within the management and workforce is needed to respond new objectives and different managerial and working practices.

Careful planning of decommissioning on early stages of facility's lifetime is essential to ensure preparedness of facility to transition from operation to decommissioning and then, to conduct of decommissioning project(s). Conducting preparatory activities as early as possible importantly helps reduce the fixed costs and save resources for the decommissioning project.

It is thus essential to map out the means and ends of a transition in order to optimize its timing and efficiency, as both are key drivers of decommissioning costs through the variable of staffing expenses. The fact that operators lose income from the sales of electricity after NPP shutdown and may also face regulatory or sufficiency constraints in using decommissioning-earmarked funds to finance the transition period also call for a well-timed and efficient transition.

There are a lot of experience already gained and summarized in several publications of international organizations e.g. the IAEA Technical Report Series No. 420 on Transition from Operation to Decommissioning of Nuclear Installations (2004), the IAEA Safety Report Series No. 36 on Safety Considerations in the Transition from Operation to Decommissioning of Nuclear Facilities (2004) and the OECD/NEA Report No. 7374 on Preparing for Decommissioning During Operation and After Shutdown (2018). An ongoing work on a roadmap for transition from operation to decommissioning by the relevant WANO Industrial Working Group is to provide the operating organizations with a valuable guidance. Outputs from the Technical Meeting on Ensuring Operators Preparedness for Transition from Operation to Decommissioning that took place 13-17 June 2022 in Vienna, Austria, will be also considered and discussed.

Objectives

The main objective will be to provide participants with an overview and insight of practical issues, solutions and good practices as for technical, managerial and leadership challenges during transition from operation to decommissioning.

Following particular topics are expected to be addressed to managing of transition from operation to decommissioning:

- key elements of transition from operation to decommissioning,
- managerial issues and leadership, including modifications of the integrated management system and preparation of human resources for decommissioning,
- technical aspects of transition from operation from decommissioning
- involvement of relevant stakeholders and interface with regulatory bodies and national spent fuel and radioactive waste management operator(s),
- funding of transition period,
- optimization of transition period to avoid delays with start of decommissioning.

The practical exercises will be conducted during the workshop, facilitated by international experts and IAEA staff, involving participants in collaborative work to evaluate different scenarios for transition from operation to decommissioning and to prepare the most effective and efficient approaches for managing of different aspects of a such transition.

Expected Outcome

The meeting will facilitate the sharing of national and international experiences and lessons learned provided by participants on managing of transition from operation to decommissioning, important challenges and achieved successes.

Target Audience

Technical and managerial staff of NPPs and utilities that are planning or undergoing transition from operation to decommissioning or already went through it.

Working Language(s)

The working language of the meeting will be English with no interpretation provided. All communications, abstracts and papers must be submitted in this language.

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 **14 October 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 above deadline.

Selected participants will be informed in due course on the procedures to be followed with regard to administrative and financial matters.

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 **14 October 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:

<http://www-pub.iaea.org/iaeaevents/GeneralInfo/Guide/VIC>.

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.

Home-based participants will be connected via MS Teams.

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.

Organization

Scientific Secretary

Ms Tetiana Kilochytska

Division of Nuclear Fuel Cycle and Waste Technology
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 25679

Fax: +43 1 26007

Email: T.Kilochytska@iaea.org

Administrative Secretary

Ms Iris Kridtner

Division of Nuclear Fuel Cycle and Waste Technology
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22775

Fax: +43 1 26007

Email: I.Kridtner@iaea.org

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



Participation Form

International Workshop on Managing the Transition from Operation to Decommissioning

**IAEA Headquarters Vienna, Austria and virtual participation via Microsoft Teams
12 to 16 December 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 Secretary, Ms Tetiana Kilochytska, Division of Nuclear Fuel Cycle and Waste Technology, Department of Nuclear Energy (Email: T.Kilochytska@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: 14 October 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:		
I plan to attend virtually:	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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 as per Conference Announcement.

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**
