



International Workshop on Lessons Learned from 25 Years of Occupational Radiation Protection Appraisal Service Missions to Member States

**IAEA Headquarters
Vienna, Austria**

30 March - 2 April 2026

Ref. No.: EVT2504135

Information Sheet

Introduction

The IAEA Occupational Radiation Protection Appraisal Service (ORPAS) was established to advise Member States on ways to strengthen and enhance the legislative and regulatory infrastructure for occupational radiation protection, technical services relating to protection and safety, such as services for personal dosimetry and the calibration of monitoring and measuring equipment, and practical implementation of Member States' arrangements for occupational radiation protection. The key objective of ORPAS review is to determine whether the host country has made adequate arrangements for occupational radiation protection and whether these arrangements are functioning to the extent that the practical provisions for occupational radiation protection are effective and generally optimized.

The IAEA safety standard in the area of radiation protection is Radiation Protection and Safety of Radiation Sources: International Basic Safety Standards, GSR Part 3. Review against GSR Part 3 is the core component of the ORPAS process. Other safety requirements such as Governmental, Legal, and Regulatory Framework for Safety, GSR Part 1 (Rev. 1), Leadership and Management for Safety, GSR Part 2, and Safety Assessment for Facilities and Activities, GSR Part 4, are also used in an ORPAS review to cover all facilities and activities where occupational radiation protection is applied, as well as technical service providers and regulatory bodies. During an ORPAS mission, recommendations and suggestions may be offered to the host country. Recommendations and suggestions made are related to items of direct relevance to safety as referenced in IAEA Safety Requirements; and may enhance the effectiveness of the national arrangements on occupational radiation protection consistent with the guidance presented in IAEA Safety Guides. Good practices identified may also be documented for consideration by other States.

Objectives

The event aims to serve as a forum for interested Member States to discuss lessons learned from completed ORPAS missions and commonly encountered difficulties based on the experience gained, and to share best practices and strategies used in the review. In the scope of the meeting, a training course will be organized for ORPAS reviewers and candidates. The topics to be covered during the meeting:

- ORPAS Guidelines and Collaboration Platform
- Observations from the completed reviews
- Approach for nuclear embarking and expanding countries
- Self-assessment questionnaires
- ORPAS Database – information exchange platform
- Training for reviewers
- Recommendations, suggestions, good practices and links to Action Plans
- Outlook, Perspectives, and Demands

Target Audience

The meeting is primarily intended for regulatory staff, representatives of Technical Service Providers and operators of Member States, who have a good understanding of the ORPAS process and its guidelines, and who have been directly involved in the preparation and conduct of ORPAS missions and/or follow-up of ORPAS missions. The maximum number of participants is limited to 30 and Member States with completed ORPAS missions are encouraged to designate one or two national counterparts of their missions as participants for this meeting. Member States are strongly encouraged to identify suitable women participants.

Working Language(s)

English

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 or invited organization, participants are requested to submit their application via the InTouch+ platform (<https://intouchplus.iaea.org>) to the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) or organization for onward transmission to the IAEA by **15 December 2025**, following the registration procedure in InTouch+:

1. Access the InTouch+ platform (<https://intouchplus.iaea.org>):
 - Persons with an existing NUCLEUS account can sign in to the platform with their username and password;
 - Persons without an existing NUCLEUS account can register [here](#).
2. Once signed in, prospective participants can use the InTouch+ platform to:
 - Complete or update their personal details under ‘Complete Profile’ and upload the relevant supporting documents;
 - Search for the relevant event under the ‘My Eligible Events’ tab;

- Select the Member State or invited organization they want to represent from the drop-down menu entitled ‘Designating Authority’ (if an invited organization is not listed, please contact InTouchPlus.Contact-Point@iaea.org);
- If applicable, indicate whether a paper is being submitted and complete the relevant information;
- If applicable, indicate whether financial support is requested and complete the relevant information (this is not applicable to participants from invited organizations);
- Based on the data input, the InTouch+ platform will automatically generate the Participation Form (Form A) and/or the Grant Application Form (Form C);
- Submit their application.

Once submitted through the InTouch+ platform, the application, together with the auto-generated form(s), will be transmitted automatically to the required authority for approval. If approved, the application, together with the applicable form(s), will automatically be sent to the IAEA through the online platform.

NOTE: The application for financial support should be made, together with the submission of the application, by **15 December 2025**.

For additional information on how to apply for an event, please refer to the [InTouch+ Help](#) page. Any other issues or queries related to InTouch+ can be sent to InTouchPlus.Contact-Point@iaea.org.

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. The IAEA may also use the contact details of Applicants to inform them of the IAEA’s scientific and technical publications, or the latest employment opportunities and current open vacancies at the IAEA. These secondary purposes are consistent with the IAEA’s mandate. Further information can be found in the [Data Processing Notice](#) concerning the IAEA InTouch+ platform.

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, together with the submission of the application, by **15 December 2025**.

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:

<https://www.iaea.org/events>.

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.

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

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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.