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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 **Third Annual Meeting of the Network of Front Line Officers** (hereinafter referred to as "event"), which had to be postponed and will now be held at the IAEA's Headquarters in Vienna, Austria, from **11 to 13 October 2022**.

The purpose of the event is to share best practices and experiences among members of the Network of Front Line Officers.

The attached Information Sheet provides further details of the event.

The event will be held in English.

Member States are informed that designations already received for this event will remain valid. Should Member States not have submitted any designations or wish to change their designation, they are invited to designate one or more participants to represent the Government at this event. Member States are strongly encouraged to identify suitable 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 **12 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](mailto: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 Mirza Mohamed, Division of Nuclear Security, Department of Nuclear Safety and Security (Email: [M.Mohamed@iaea.org](mailto:M.Mohamed@iaea.org)), and to the Administrative Secretary, Ms Magdalena Tonnellier (Email: [M.Tonnellier@iaea.org](mailto:M.Tonnellier@iaea.org)). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, 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.



2022-09-16

Enclosures: Information Sheet

Participation Form (Form A)

Grant Application Form (Form C)



# **Third Annual Meeting of the Network of Front Line Officers**

**IAEA Headquarters  
Vienna, Austria**

**11 to 13 October 2022**

**Ref. No.: EVT1905387**

## **Information Sheet**

### **Introduction**

Effective nuclear security detection systems and measures help to ensure the prevention and deterrence of criminal or unauthorized acts with nuclear security implications involving nuclear and other radioactive material out of regulatory control. Equipping States and Front Line Officers (FLOs) such as police, customs, border guards, intelligence etc., with detection systems and measures, either through radiation detection instruments or information alert, helps these to implement effective detection activities within their States. Over the years, the IAEA, based on the needs of Member States, has been conducting a series of regional workshops to take stock of the progress achieved to date in global efforts to enhance effective implementation of detection systems and measures, examine current approaches and challenges in such efforts, and consider future directions through the identification of areas and measures for further collaborative efforts. Sharing of good practices and challenges in the area of planning, managing, implementing and sustaining detection systems and measures has stemmed out of a common request from States. The collective observations from these efforts resulted in the request to provide a platform for FLOs and their organizations for enhancing their roles in nuclear security detection. This meeting will build on the outcomes of the Second Annual Meeting of the FLO network held in Vienna in October 2019.

## Objectives

The objective of the meeting is to exchange experiences and best practices and to enable the working groups established during previous meetings to continue their tasks at this meeting.

## Target Audience

Participants should come from a FLO organisation with direct involvement in managing and coordinating detection activities such as Border Guard, Customs, Police, and first responders. It is mandatory for participants to have knowledge of nuclear security detection and possess good English language skills. While participants from non-Front Line Officer organisations, such as regulators and expert support organisations, are welcome to attend, preference shall be given to those directly involved in initial detection operations.

## 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, 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 **12 September 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.

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.

## 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 **12 September 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:

<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

### **Mr Mirza Mohamed**

Division of Nuclear Security  
Department of Nuclear Safety and Security  
International Atomic Energy Agency  
Vienna International Centre  
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1400 VIENNA  
AUSTRIA

Tel.: +43 1 2600 24575

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Email: [M.Mohamed@iaea.org](mailto:M.Mohamed@iaea.org)

## Administrative Secretary

### **Ms Magdalena Tonnellier**

Division of Nuclear Security  
Department of Nuclear Safety and Security  
International Atomic Energy Agency  
Vienna International Centre  
PO Box 100  
1400 VIENNA  
AUSTRIA

Tel.: +43 1 2600 24887

Fax: +43 1 26007

Email: [M.Tonnellier@iaea.org](mailto:M.Tonnellier@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

## Third Annual Meeting of the Network of Front Line Officers

IAEA Headquarters, Vienna, Austria

11 to 13 October 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](mailto: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 [[M.Mohamed@iaea.org](mailto:M.Mohamed@iaea.org)] and to the Administrative Secretary [[M.Tonnellier@iaea.org](mailto:M.Tonnellier@iaea.org)].

[If applicable: 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: 12 September 2022**

Representing following Member-State/ non-Member State/entity or invited organization:		
Family name(s): (same as in passport)	First name(s): (same as in passport)	Mr/Ms:
Name of Institute/Affiliation:		
Address of Institute/Affiliation:		
Tel. (Fax) Office/Mobile:		
Email:		
Date of birth (YYYY-MM-DD):	Place of birth:	
Nationality:	Passport number:	
Date/Place of issue of passport:	Passport valid until:	

### 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 worked	
			from	to

**3. Description of work performed over the last three years:**


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**4. Relevance of the event:**

How do you envisage applying the knowledge and/or experience gained from the event to your current work role?

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**5. Language skills:**

Enter your languages and your proficiency per Description

Mother tongue:		Proficiency Description:
Language:	Proficiency:	
		<b>FLUENT (F):</b> Speak, read and write nearly as well as mother tongue
		<b>WORKING KNOWLEDGE (W):</b> Speak, read and write nearly as well as mother tongue Engage freely in discussions, read and write more complex material
		<b>LIMITED (L):</b> Limited conversation, reading of newspapers, routine correspondence

**6. Medical Status**

Both the designating authority and the applicant acknowledge that the applicant shall be solely responsible for his or her fitness to travel, as well as for any medical requirements or precautions in connection with traveling to the event, including vaccinations or immunizations.

Yes

**Date:** \_\_\_\_\_ **Signature of applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_ **Name, signature and stamp of Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority** \_\_\_\_\_

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.



# Grant Application Form

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**Deadline for receipt by IAEA through official channels: 12 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. 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**

\_\_\_\_\_

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.