



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 the Analysis Support for Enhanced Nuclear Energy Sustainability Pilot Study “Potential of Innovative Nuclear Installations to Support Multi-Recycling of Fuel in a Nuclear Energy System” (STEP FORWARD)** (hereinafter referred to as “event”) to be held at the IAEA's Headquarters in Vienna, Austria, from **29 November to 2 December 2022**.

In addition, the event will allow for virtual participation via Cisco Webex.

The purpose of the event is to review, update and endorse the draft Terms of Reference for STEP FORWARD; to present and discuss the intermediate results and work plans of the ongoing studies; to present and discuss proposals for new studies, and identify new participants and observers in the project; to develop the scope and schedule of work for the period until the next project meeting in 2023, including deadlines and responsibilities; and to develop a meeting report.

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 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 participant(s) 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.



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

Technical Meeting
On the Analysis Support for Enhanced Nuclear
Energy Sustainability Pilot Study on
“Potential of Innovative Nuclear Installations to
Support Multi-Recycling of Fuel in a Nuclear
Energy System”
(STEP FORWARD)

IAEA Headquarters, Vienna, Austria
and virtual participation via Cisco Webex

29 November-2 December 2022

Ref. No.: EVT2103984

Information Sheet

Introduction

To support interested Member States in formulating national strategies for enhancing nuclear energy sustainability Task 1 “Global scenarios” of INPRO has developed a service package titled “Analysis Support for Enhanced Nuclear Energy Sustainability” (ASENES). The main purpose of this service is to facilitate capacity building in Member States aimed at strengthening the competence and skills of national experts for evaluation of alternative nuclear energy evolution scenarios and collaborative arrangements, and for formulation of strategic plans towards development and deployment of sustainable nuclear energy.

Responding to recommendations from Member States expressed at the 30th INPRO Steering Committee meeting in October 2021, the INPRO Secretariat has decided to launch a new INPRO collaborative project titled “Analysis Support for Enhanced Nuclear Energy Sustainability Pilot Study on Potential of Innovative Nuclear Installations to Support Multi-recycling of Fuel in a Nuclear Energy System” (STEP FORWARD).

The overall objective of the STEP FORWARD collaborative project is to apply the ASENES package and national or other tools of relevance to evaluation of the nuclear energy systems and scenarios involving initially small number of innovative nuclear energy installations to enable multi-recycling of fuel in a complete nuclear energy system including also the operating and evolutionary reactors with thermal neutron spectrum.

Collaborative project STEP FORWARD is being implemented as an activity under Task 1 “Global Scenarios” and Task 2 “Innovations” in Project 1000151 of the IAEA Programme & Budget 2021 – 2022. As of February 2022, China, Romania, Russian Federation, Slovenia and USA were participants of the project and Indonesia and Japan were observers to the project. The project had a preparatory consultants’ meeting on 15 – 18 February 2022 hosted by IAEA as a virtual event

This technical meeting will be the second meeting for the STEP FORWARD project.

Objectives

The objectives of this technical meeting are to:

1. Review, update and endorse the draft Terms of Reference for STEP FORWARD;
2. Present and discuss the intermediate results and work plans of the on-going studies;
2. Present and discuss proposals for new studies, and identify new participants and observers in the project;
4. Develop the scope and schedule of work for the period until the next project meeting in 2023, including deadlines and responsibilities; and
5. Develop meeting report.

Participants of the meeting are requested to deliver presentations highlighting the progress and work plans for the on-going studies or, alternately, expressing their interest to be participants or observers in the project, when possible, also highlighting previously performed national studies of relevance. Participants of the meeting are strongly encouraged to come up with proposals for the new studies to be performed within STEP FORWARD. All participants of the meeting will be requested to participate in, and contribute to, brainstorming, review and document development sessions relevant for the objectives of the meeting, including a review of the Draft Terms of Reference for the project.

Target Audience

This technical meeting will pursue broad participation by inviting:

- Experts from Member States who are already familiar with ASENES service and tools, including their application in national studies;
- Technical experts and managers working in national research laboratories and ministries, responsible for development and implementation of national programmes of innovative technology development for nuclear energy, strategic energy planning and international cooperation (nuclear trade).

Specifically, broader participation of technology user countries (including the newcomer countries) is targeted, as such countries are being expected to become an important part of the regional and global nuclear energy systems in the 21st century.

Working Language(s)

English.

Expected Outputs

Meeting report, including the updated Terms of Reference for the STEP FORWARD project, the progress summary for the on-going studies, proposals for the new studies and the Scope of Work table for the period until the next meeting in 2023, complete with deadlines and responsibilities.

Structure

The meeting will include presentations from IAEA Secretariat and Member States arranged in a way to enable all participants deliver them and familiarize themselves with presentations of other participants. Reviewing, brainstorming and writing sessions will be conducted in person and, when not possible, via Cisco Webex and through email communication between the Secretariat and all participants.

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 **24 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 the 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.

Papers and Presentations

No Abstract/Paper submission is requested.

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 **24 October 2022**.

Venue

The event will be held at the Vienna International Centre (VIC) in Room M6, 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:

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.

IAEA Contacts

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Fax: +43 1 26007

Email: K.Robinson-Onorati@iaea.org

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

Attachment: Draft Terms of Reference for STEP FORWARD.

Participation Form

Technical Meeting on the Analysis Support for Enhanced Nuclear Energy Sustainability Pilot Study “Potential of Innovative Nuclear Installations to Support Multi-Recycling of Fuel in a Nuclear Energy System” (STEP FORWARD)

**IAEA Headquarters Vienna, Austria: and virtual participation via Cisco Webex
29 November to 2 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 A.Bychkov@iaea.org and to the Administrative Secretary K.Robinson-Onorati@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: 24 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.

Grant Application Form

Technical Meeting on the Analysis Support for Enhanced Nuclear Energy Sustainability Pilot Study “Potential of Innovative Nuclear Installations to Support Multi-Recycling of Fuel in a Nuclear Energy System” (STEP FORWARD)

IAEA Headquarters, Vienna, Austria: and virtual participation via Cisco WebEx

29 November to 2 December 2022

To be completed by the applicant 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 A.Bychkov@iaea.org and to the Administrative Secretary K.Robinson-Onorati@iaea.org.

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Family name(s): (same as in passport)	First name(s): (same as in passport)	Mr/Ms:
Mailing address:	Tel.:	
	Fax:	
	Email:	
Date of birth (yy/mm/dd):	Nationality:	
I plan to attend virtually:	Yes <input type="checkbox"/> No <input type="checkbox"/>	

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:

4. Institute's/Member State's programme in field of event:

Date: _____ **Signature of applicant:** _____

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