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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: **EVT1904690**

Dial directly to extension: (+43 1) 2600-22796

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 **Virtual Event: Training Course on the Assessment of Behavioural Competencies for Safe, Secure and Effective Performance in Nuclear Organizations** (hereinafter referred to as "event"), which had to be postponed owing to the COVID-19 outbreak and will now be held virtually, either via Cisco WebEx or Microsoft Teams from **16 to 19 November 2020**.

The purpose of the event is to train the participants on a new methodology for assessing behavioural competencies to support safe, secure and effective performance in nuclear organizations.

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.

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 2020** 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, Mr Pedro Diéguez Porras, Division of Nuclear Power, Department of Nuclear Energy (Email: P.Dieguez-Porras@iaea.org), and to the Administrative Secretary, Ms Tin Ling Loi (Email: T.Loi@iaea.org). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, as appropriate, once the official designations have been received.

The IAEA takes no responsibility for, and the provider of the virtual meeting services has represented and warranted that the Services shall not contain, and that no end user shall receive from the software used to hold the virtual meeting, any virus, worm, trap door, back door, timer, clock, counter or other limiting routine, instruction or design, or other malicious, illicit or similar unrequested code, including surveillance software or routines which may, or is designed to, permit access by any person, or on its own, to erase, or otherwise harm or modify any data or any system, server, facility or other infrastructure of any end user (collectively, a "Disabling Code").

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.



2020-08-20

Enclosures: Information Sheet

Participation Form (Form A)



Virtual Event:

**Training Course on the
Assessment of Behavioural Competencies for Safe,
Secure and Effective Performance in Nuclear
Organizations**

**IAEA Headquarters
Vienna, Austria**

**16-19 November 2020
(10:00-13:00 CET)**

Ref. No: EVT1904690

Information Sheet

Introduction

The nuclear power industry, owing to its highly defined standards, technological complexity and ongoing safety and security considerations, places unique demands on its nuclear workforce. Therefore, attracting and retaining qualified staff who can fulfil expected performance and behavioural standards is fundamentally important, particularly for those in safety-critical positions.

A variety of factors need to be assessed to identify individuals who can perform at the expected level, in a highly regulated work environment. Beyond their educational and technical qualifications, individuals in the nuclear workforce need to possess compatible ethics, values and attitudes, and be of optimal mental, emotional and physical fitness to complete their tasks.

Objectives

The purpose of the event is to train the participants on a new methodology for assessing behavioural competencies to support safe, secure and effective performance in nuclear organizations.

The objectives of the event are:

1. To provide an overview of the guidelines, methodologies and practices to assess behavioural competencies for safe, secure and effective performance throughout the nuclear employee lifecycle; and
2. To equip the participants with basic behavioural assessment skills to enhance their employee-related decision-making processes and practices.

This virtual event will be the first part of a comprehensive training which will be completed with a classroom event in June 2021 in Vienna, Austria.

Target Audience

The event is aimed at managers and personnel responsible for ensuring that the staff members employed in nuclear power plants are competent in performing their tasks and activities, are capable of achieving expected performance standards and can be relied on to fulfil their roles and responsibilities in accordance with specified rules and regulations.

Working Language(s)

The working language will be 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 **30 September 2020**. 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 the standard IAEA IT platform.

Please note that the IAEA is in a transition phase to manage the entire registration process for all regular programme events electronically through the new InTouch+ (<https://intouchplus.iaea.org>) facility, which is the improved and expanded successor to the InTouch platform that has been used in recent years for the IAEA's technical cooperation events. Through InTouch+, prospective participants will be able to apply for events and submit all required documents online. National authorities will be able to use InTouch+ to review and approve these applications. Interested parties that would like to use this new facility should write to: InTouchPlus.Contact-Point@iaea.org.

Venue

The event will be held remotely using a standard IAEA IT platform in accordance to an agenda provided in advance of the first session.

Selected participants will be required to provide confirmation of accessibility to the standard IAEA IT platform.

IAEA Contacts

Scientific Secretary

Mr Pedro Diéguez Porras
Division of Nuclear Power
Department of Nuclear Energy
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22796
Fax: +43 1 2600 29598
Email: P.Diequez-Porras@iaea.org

Administrative Secretary:

Ms Tin Ling Loi
Division of Nuclear Power
Department of Nuclear Energy
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22792
Fax: +43 1 2600 29598
Email: T.Loi@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

Virtual Event: Training Course on the Assessment of Behavioural Competencies for Safe, Secure and Effective Performance in Nuclear Organizations

IAEA Headquarters, Vienna, Austria

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 P.Diequez-Porras@iaea.org and to the Administrative Secretary T.Loi@iaea.org.

Deadline for receipt by IAEA through official channels: 30 September 2020

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"/> Title:		