



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: EVT1904171

Dial directly to extension: (+43 1) 2600-22719

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 **Open-ended Meeting of Legal and Technical Experts on the Implementation of the Guidance on the Management of Disused Radioactive Sources** (hereinafter referred to as "event"), which had to be postponed owing to the COVID-19 outbreak and will now be held at the IAEA's Headquarters in Vienna, Austria, from **22 to 24 June 2021**.

The purpose of the event is to enable Member States to exchange experiences in relation to the management of disused radioactive sources, as recommended by the Code of Conduct on the Safety and Security of Radioactive Sources and by the Guidance on the Management of Disused Radioactive Sources; to provide guidance on the safe management and secure protection of disused radioactive sources; and to discuss the challenges faced by regulatory bodies and other stakeholders in this area.

The attached Information Sheet provides further details of the event.

The event will be held in English.

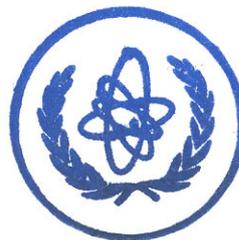
Member States are informed that designations already received for this event will remain valid. Should Member States have not submitted any designations or wish to change their designation, they are invited to designate one or more participants to represent the Government at this event. Member States 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 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.

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 **6 April 2021** 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 Secretaries of the event, Ms Olga Makarovska, Division of Radiation, Transport and Waste Safety, Department of Nuclear Safety and Security (Email: O.Makarovska@iaea.org) and Mr Timothy Hayes, Division of Nuclear Security, Department of Nuclear Safety and Security (Email: T.Hayes@iaea.org), and to the Administrative Secretary, Mr Tom Alexander (Email: T.Alexander@iaea.org). The Scientific Secretaries 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.



2020-11-12

Enclosures: Information Sheet

Participation Form (Form A)

Grant Application Form (Form C)



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

Open-ended Meeting of Legal and Technical Experts on the Implementation of the Guidance on the Management of Disused Radioactive Sources

**IAEA Headquarters
Vienna, Austria**

22–24 June 2021

Ref. No.: EVT1904171

Information Sheet

Background

The Code of Conduct on the Safety and Security of Radioactive Sources (Code) establishes that every State should take the appropriate measures necessary to ensure “that the radioactive sources within its territory, or under its jurisdiction or control, are safely managed and securely protected.” The supplementary Guidance on the Management of Disused Radioactive Sources (Guidance) supports the provisions of the Code on the management of the disused in its Paragraphs 5(b), 7(a), 8(b), 14, 20(e(vii)), 20(q), 22(b) and 27.

The safe and secure management of radioactive sources at the end of their useful lives is recognized as a significant issue due to the possibility of a loss of regulatory control over the sources when they stop to be beneficial for the current user. It is further recognized that the establishment of effective management and regulatory control for disused radioactive sources remains a challenge for many States. The sharing of national policies and strategies related to provisions for the management and control of disused radioactive sources and reporting on successful national practices and lessons learned on this subject will assist in ensuring the safety and security of sources at the end of their life cycle and will contribute to assisting many States in addressing the challenges they face in the management of disused radioactive sources.

Objectives

The purpose of the meeting is to enable Member States to exchange experiences in relation to the management of disused radioactive sources, as recommended by the Code of Conduct on the Safety and Security of Radioactive Sources and its supplementary Guidance on the Management of Disused Radioactive Sources; to provide guidance on the safe management and secure protection of disused radioactive sources; and to discuss the challenges faced by regulatory bodies and other stakeholders in this area.

The exchange of experiences will:

- (a) Assist States in their national efforts to achieve safe and secure management of disused radioactive sources by enabling them to learn from the experiences of others in the development and implementation of safety and security provisions for disused sources management and to evaluate their own national arrangements;
- (b) Enhance the IAEA Secretariat's understanding of the States' situation for the safe and secure management of disused radioactive sources, and of the challenges and lessons learned, which will assist the Secretariat in improving assistance to meet States' needs; and
- (c) Encourage more States to implement Guidance provisions on the safe and secure management of the disused radioactive sources.

The exchange of experiences and discussions will assist States in understanding and addressing the provisions for the management of Category 1, 2 and 3 disused sealed radioactive sources, including: establishment of national policy and strategy for the management of disused sources; legislation and regulations' requirements for the management of the disused sources; regulatory body functions and responsibilities for the control of the safety and security of disused sources; requirements and practices for short-term storage, transport, transit and transshipment, reuse and recycling, long-term storage and disposal, return to the supplier and management of the orphan disused sources. The benefits of implementing Guidance provisions to avoid loss of control over disused radioactive sources will be highlighted.

The main output of the meeting will be clear recommendations on what needs to be done further in order to ensure the safe and secure management of disused radioactive sources.

Target Audience

The meeting is intended for staff from regulatory bodies, operators of the facilities and service providers for disused sources and other stakeholders that are involved in the safe and secure management of disused radioactive sources. Participants should have experience in the establishment, implementation and supervision of provisions for the management of the disused radioactive sources. States are invited to designate one or more participants for this meeting.

Participants wishing to share their experiences related to implementation approaches for the provisions of the Code and Guidance in a manner that fulfils or exceeds the current guidance contained in the Code and Guidance are encouraged to provide:

- papers on implementation approaches for the provisions of the Guidance; and/or
- presentations on implementation approaches for the disused sources regulation provisions of the Guidance and on implementation of disused sources management provisions of the Guidance.

Implementation approaches in different topical areas can be covered in one paper. Such topical areas might include: establishment of national policy and strategy for the management of disused sources; legislation and regulations' requirements for the management of the disused sources; regulatory body

roles and responsibilities for the regulation of the safety and security of disused sources; requirements and practices for short-term storage, transport, transit and transshipment, reuse and recycling, long-term storage and disposal, return to the supplier and management of the orphan disused sources. Each implementation approach described in the paper should include description of what is being done or proposed to be done (up to 100 words); description of what improved as a result of this action (up to 350 words) and what advice is shared that will help others States to succeed (up to 100 words).

Presentations and papers should be provided to the Secretariat by **Friday, 1 March 2021** in order to facilitate their analysis and dissemination.

Working Language

The meeting will be held in English.

Participation and Registration

Member States are informed that designations already received for this event will remain valid. Participants that have not yet been nominated in order to be designated by an IAEA Member State, 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 **6 April 2021**. Designations received after that date or applications sent directly by individuals or by private institutions cannot be considered. Prospective participants intending to provide a paper and/or give a presentation and/or to apply for funding should indicate this at the same time as they submit their designation.

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

Expenditure 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 limited funds at its disposal to help meet the cost of attendance of certain participants. Upon specific request, such assistance may be offered to one or two participants per country provided that, in the IAEA's view, the participant(s) on whose behalf assistance is requested will make an important contribution to the meeting, including through the submission of a paper and/or national presentation.

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 **6 April 2021**.

Venue

The event will be held at the Vienna International Centre (VIC) where the IAEA's Headquarters are located, specifically in Board Room B/M1 the Vienna International Centre (VIC), and will start at 10.00 a.m. on Tuesday, 22 June 2021, and end in the afternoon of Thursday, 24 June 2021.

Participants are kindly requested to be at Checkpoint 1/Gate 1 of the VIC at least an hour before the meeting starts to allow adequate time for photo badges to be issued. Participants should bring some form of personal identification, such as a national passport, in order to identify themselves to the security officers at Checkpoint 1/Gate 1.

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>.

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.

Local Arrangements

Organization

The Scientific Secretaries of the meeting will be:

Ms Olga Makarovska

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

Tel.: +43 1 2600 22719

Fax: +43 1 26007

Email: O.Makarovska@iaea.org

Mr Timothy Hayes

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 21794

Fax: +43 1 26007

Email: T.Hayes@iaea.org

The Administrative Secretaries for the meeting will be:

Mr Tom Alexander

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

Tel.: +43 1 2600 21267

Fax: +43 1 26007

Email: T.Alexander@iaea.org

Ms Hiroko Dyck

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 21942

Fax: +43 1 29299

Email: H.Dyck@iaea.org

Participation Form

Open-ended Meeting of Legal and Technical Experts on the Implementation of the Guidance on the Management of Disused Radioactive Sources

IAEA Headquarters, Vienna, Austria

22–24 June 2021

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 Secretaries O.Makarovska@iaea.org and T.Hayes@iaea.org, and to the Administrative Secretary T.Alexander@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: 6 April 2021

Family name as per passport: (e.g. Smith)	First name as per passport: (e.g. John)	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	No
Would you like to present your paper?	Yes	No
Title:		

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Deadline for receipt by IAEA through official channels: 6 April 2021

Family name as per passport: (e.g. Smith)	First name as per passport: (e.g. John)	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 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: _____

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