



IAEA

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

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In reply please refer to: **EVT2005016**

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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 Regulatory Competence Management in the Security of Nuclear Material and Nuclear Facilities** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **11 to 15 October 2021**.

The purpose of the event is to provide a forum for the participants to discuss and share practices related to the development and management of regulatory competence with regard to performing nuclear security regulatory functions.

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 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 **16 July 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 Secretary of the event, Mr Abdul Shakoor, Division of Nuclear Security, Department of Nuclear Safety and Security (Email: A.Shakoor@iaea.org), and to the Administrative Secretary, Ms Eva Rados (Email: E.Rados@iaea.org). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once official designations have been received.

Should Governments wish, in addition, to appoint one or more observers to assist and advise the designated participants, they are kindly requested to inform the IAEA of the names and contact details of any such observers by the above date. In accordance with the established rules, Governments are expected to bear the cost of attendance of any observers they may send to IAEA events. Compensation is not payable by the IAEA for any damage to or loss of observers' personal property or for illness, injury or death occurring while travelling to or in connection with their attendance at IAEA events.

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.



2021-06-01

Enclosures: Information Sheet
 Participation Form (Form A)
 Grant Application Form (Form C)



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

Technical Meeting on Regulatory Competence Management in the Security of Nuclear Material and Nuclear Facilities

**IAEA Headquarters
Vienna, Austria**

11–15 October 2021

Ref. No.: EVT2005016

Information Sheet

Introduction

As projections show an increase in demand for nuclear energy and a renewed interest in expanding or developing nuclear power programmes and nuclear applications, possible malicious acts involving nuclear material have become an issue of growing concern in the international community, together with a demonstrated increase in the need for well qualified experts and specialists in nuclear security. In addition, there is a constant loss of qualified personnel due to career development, retirement and administrative changes, negatively affecting a State's readiness to carry out nuclear security tasks effectively, while technology and procedures are evolving at an increasing pace with the introduction of new equipment and techniques. Consequently, there is a rapidly growing need for highly qualified experts in nuclear security at the national level, as the responsibility for nuclear security remains entirely in the hands of each State. To achieve their mission's objectives with efficiency and effectiveness, the regulatory bodies need to include in their strategy the commitment to ensure that they maintain appropriate competence to meet their needs. In particular, since learning is a lifelong process, management needs to be committed to the ongoing development of a professional, competent, versatile and motivated workforce.

Objectives

The objectives of the event are to: (1) share experiences of Member States in regulatory competence management; (2) discuss organizational strategies and approaches in the Member States for regulatory competence management; and, (3) discuss challenges and the need for new guidance in this vital area.

Target Audience

Experts from regulatory bodies of the Member States performing regulatory functions for nuclear security.

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 **16 July 2021**. 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.

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 **16 July 2021**.

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:
<http://www-pub.iaea.org/iaeaevents/GeneralInfo/Guide/VIC>.

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 Abdul Shakoor

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 26428

Fax: +43 1 26007

Email: A.Shakoor@iaea.org

Administrative Secretary

Ms Eva Rados

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 21407

Fax: +43 1 26007

Email: E.Rados@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

Technical Meeting on Regulatory Competence Management in the Security of Nuclear Material and Nuclear Facilities

IAEA Headquarters, Vienna, Austria

11–15 October 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 Secretary A.Shakoor@iaea.org and to the Administrative Secretary E.Rados@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: 16 July 2021

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:

4. Relevance of the event:

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

5. Language ability:

The designating authority confirms that the participant is proficient in the language in which the event is to be held.

Yes

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** _____

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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 (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			