



**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

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In reply please refer to: **EVT2102866**

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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 Periodic Safety Review of Nuclear Fuel Cycle Facilities** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **6 to 10 June 2022**.

The purpose of the event is to provide Member States with a forum to discuss and exchange national experience regarding the periodic safety review of nuclear fuel cycle facilities.

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 **31 March 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 Lakshman Valiveti, Division of Nuclear Installation Safety, Department of Nuclear Safety and Security (Email: [L.Valiveti@iaea.org](mailto:L.Valiveti@iaea.org)), and to the Administrative Secretary, Ms Hana Kenny (Email: [H.Kenny@iaea.org](mailto:H.Kenny@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.



2021-11-23

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



# **Technical Meeting on the Periodic Safety Review of Nuclear Fuel Cycle Facilities**

**IAEA Headquarters  
Vienna, Austria**

**6–10 June 2022**

**Ref. No.: EVT2102866**

## **Information Sheet**

### **Introduction**

The International Atomic Energy Agency (IAEA) Safety Requirements publication Safety of Nuclear Fuel Cycle Facilities (IAEA Safety Standards Series No. SSR-4) requires that “The operating organization shall conduct systematic safety assessments of the facility, in accordance with regulatory requirements, throughout the lifetime of the facility. On the basis of the results of such periodic safety reviews, the operating organization shall implement any necessary corrective actions and shall consider the need for modifications to enhance safety.”

Many regulatory bodies in the member states require the operating organisations to conduct periodic safety review (PSR) of nuclear fuel cycle facilities for the purpose of verification and enhancement of safety. Conclusions of the PSR are considered during the review and assessment by the regulatory body and form the basis for licensing the nuclear fuel cycle facility for continued operation.

Feedback from IAEA activities shows a need to establish a systematic methodology for the PSR of Nuclear Fuel Cycle Facilities. In response to this feedback from the member states, the IAEA is organizing this Technical Meeting on the Periodic Safety Review of Nuclear Fuel Cycle Facilities, from 6 to 10 June 2022. The meeting will be organized as a physical event with an option for virtual participation via Microsoft Teams platform.

## **Objectives**

The objective of the event is to provide Member States with a forum to discuss and exchange national experience regarding the periodic safety review of nuclear fuel cycle facilities.

## **Target Audience**

Participation in the event is subject to designation by Governments or national organizations. The Technical Meeting is open to participants from all IAEA Member States that are involved in planning, construction, operation, preparation for the decommissioning or regulatory oversight of nuclear fuel cycle facilities. Personnel from regulatory technical support organizations and regulatory interface/internal oversight staff from nuclear fuel cycle facilities may also participate in the event. 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 range of the nuclear fuel cycle facilities covered by the event includes facilities for the processing, refining, conversion, enrichment and fabrication of fuel; spent nuclear fuel storage and reprocessing; nuclear fuel cycle research and development facilities; and supporting facilities in which radioactive material is handled. Facilities for the mining and processing of natural ore and waste disposal facilities are outside the scope of the event.

## **Working Language(s)**

English

## **Topics**

In addition to presentations by the IAEA representatives, the event will include presentations by the participants on their national practices and experiences in conducting the PSR of nuclear fuel cycle facilities and assessing the results. The topics that are expected to be covered include:

- Application of the IAEA Safety Standards Series No. SSR-4 requirements for the PSR of nuclear fuel cycle facilities;
- Process, methodology and basis documents for performance of the PSR of nuclear fuel cycle facilities;
- Safety factors relating to the PSR of nuclear fuel cycle facilities;
- Experience in planning and conducting the PSR of nuclear fuel cycle facilities;
- National regulatory requirements and review of the PSR of nuclear fuel cycle facilities; and
- Application of a graded approach in the PSR of nuclear fuel cycle facilities.

The event will also include practical exercises in working groups on the relevant topics aimed at familiarizing the participants with implementing a PSR process at the nuclear fuel cycle facilities, based on the IAEA safety standards.

The presentations will be followed by technical discussions aiming to draw general conclusions on the topics discussed. The meeting participants will also formulate recommendations and suggestions for future actions by Member States and the IAEA Secretariat to strengthen the conduct of PSR of nuclear fuel cycle facilities, at the national and international levels.

## 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 **31 March 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.

## 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 **31 March 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 Lakshman Valiveti**

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

Tel.: +43 1 2600 22473

Fax: +43 1 26007

Email: [L.Valiveti@iaea.org](mailto:L.Valiveti@iaea.org)

## **Administrative Secretary**

### **Ms Hana Kenny**

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

Tel.: +43 1 2600 26076

Fax: +43 1 26007

Email: [H.Kenny@iaea.org](mailto:H.Kenny@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 the Periodic Safety Review of Nuclear Fuel Cycle Facilities

**IAEA Headquarters, Vienna, Austria**

**6 to 10 June 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, Mr Lakshman Valiveti, Division of Nuclear Installation Safety, Department of Nuclear Safety and Security (Email: [L.Valiveti@iaea.org](mailto:L.Valiveti@iaea.org)) and to the Administrative Secretary, Ms Hana Kenny, (Email: [H.Kenny@iaea.org](mailto:H.Kenny@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: 31 March 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 make a presentation?	Yes	No
Title:		

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. Further information can be found in the [Data Processing Notice](#) concerning IAEA InTouch+ platform.



# Grant Application Form

## Technical Meeting on the Periodic Safety Review of Nuclear Fuel Cycle Facilities

IAEA Headquarters, Vienna, Austria

**6 to 10 June 2022**

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**Deadline for receipt by IAEA through official channels: 31 March 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**

\_\_\_\_\_