



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: **EVT2102798**

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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 **Training Workshop on the Development of Severe Accident Management Guidelines Using the IAEA's Severe Accident Management Guideline Development Toolkit** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **5 to 9 December 2022**.

The purpose of the event is to exchange information on, and enhance understanding of, the development of severe accident management guidelines (SAMGs) using the IAEA's Severe Accident Management Guideline Development (SAMG-D) Toolkit, and to share best practices for establishing the SAMGs in Member States.

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.

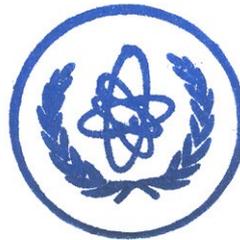
The IAEA is generally not in a position to bear the travel and other costs of participants in the event. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Upon specific request, such assistance may be offered to normally one participant 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.

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 **14 October 2022** 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, Mr Martin Gajdos, Division of Nuclear Installation Safety, Department of Nuclear Safety and Security (Email: M.Gajdos@iaea.org) and Mr Alexei Miassoedov, Division of Nuclear Power, Department of Nuclear Energy (Email: A.Miassoedov@iaea.org), and to the Administrative Secretary, Mr Jeevan John (Email: J.John@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.

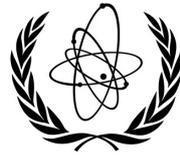
Should Governments wish, in addition, to appoint one or more observers to assist and advise the designated participants, they are kindly requested to inform the IAEA of the names and contact details of any such observers by the above date. In accordance with the established rules, Governments are expected 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.



2022-05-17

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



IAEA

International Atomic Energy Agency
Atoms for Peace and Development

Training Workshop on the Development of Severe Accident Management Guidelines Using the IAEA's Severe Accident Management Guideline Development Toolkit

5–9 December 2022

Ref. No.: EVT2102798

Information Sheet

Introduction

In responding to the IAEA Action Plan on Nuclear Safety, the International Atomic Energy Agency (IAEA) developed the Severe Accident Management Guideline Development (SAMG-D) Toolkit as an education and training tool in the context of severe accidents and associated procedures and guidelines. The SAMG-D Toolkit mirrors the elements of a full package of severe accident management guidelines (SAMGs) applicable to light water reactors and pressurized heavy water reactors. The Toolkit is not intended to be used to independently construct a full SAMG package, but to be used for capacity development in newcomer Member States and as a refresher tool for Member States with an established SAMG programme.

Starting in 2015, training workshops on the development of SAMGs using the IAEA's SAMG-D Toolkit have been organized annually by the IAEA with the goal of supporting and assisting Member States in understanding, developing and establishing their SAMG programmes to enhance the nuclear safety knowledge, expertise and competence related to SAMGs.

This seventh training workshop will provide an overview of the latest development in SAMGs and the updates to the IAEA's SAMG-D Toolkit completed in 2020 and will provide a forum for information exchange on the tasks and responsibilities involved in implementing and executing SAMGs.

The IAEA's SAMG-D Toolkit will be demonstrated.

Objectives

The purpose of the event is to exchange information on, and enhance understanding of, the development of SAMGs specifically using the IAEA's SAMG-D Toolkit, and to share best practices for establishing the SAMGs in Member States.

The specific objectives of the event are:

- To demonstrate the IAEA's SAMG-D Toolkit with a practical example on the development of SAMGs;
- To discuss the development of SAMGs for different water cooled reactor designs;
- To provide training on the latest version of the IAEA's SAMG-D Toolkit;
- To discuss lessons learned from the development of national SAMGs.

The event will include discussion sessions to enable participants to contribute to the summary and highlights of the event, and to make recommendations to the IAEA on future activities in this area.

Target Audience

The event is open to representatives of nuclear power organizations from Member States considering, planning or expanding national nuclear power programmes, including government organizations (policy makers, analysts, regulators and R&D agencies), and industry (vendors, engineering companies, plant operators and technology developers).

Working Language(s)

English.

Expected Outputs

The expected outputs of this event are to support Member States in understanding SAMGs, increase the number of educated personnel in Member States conversant with SAMGs and with the use of the IAEA's SAMG-D Toolkit, to assist Member States in developing and establishing their SAMG programmes, and to enhance the nuclear safety knowledge, expertise and competence related to SAMGs.

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 **15 October 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 technical 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

The IAEA encourages participants to give presentations on the work of their respective institutions that falls under the topics listed above.

Participants who wish to give presentations are requested to submit an abstract of their work. The abstract will be reviewed as part of the selection process for presentations. The abstract should be in A4 page format, should extend to no more than 2 pages (including figures and tables) and should not exceed 500 words. It should be sent electronically to the Scientific Secretaries of the event, Mr Martin Gajdos (Email: M.Gajdos@iaea.org) and Mr Alexei Miassoedov (Email: A.Miassoedov@iaea.org), not later than **14 October 2022**.

In addition, participants have to submit the abstract together with 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) or their organization for onward transmission to the IAEA not later than **14 October 2022**.

Authors will be notified of the acceptance of their proposed presentations by **31 October 2022**. They will then be requested to prepare and submit their presentations in Microsoft PowerPoint or as a PDF file by email to the Scientific Secretaries of the event, Mr Martin Gajdos (Email: M.Gajdos@iaea.org) and Mr Alexei Miassoedov (Email: A.Miassoedov@iaea.org) by **18 November 2022**.

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 **14 October 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:

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

Scientific Secretaries:

Mr Martin Gajdos

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AUSTRIA

Tel.: +43 1 2600 25824

Email: M.Gajdos@iaea.org

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AUSTRIA

Tel: +43 1 2600 22882

Email: A.Miassoedov@iaea.org

Administrative Secretary:

Mr Jeevan John

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 22519

Fax: +43 1 26007

Email: J.John@iaea.org

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

Participation Form

Training Workshop on the Development of Severe Accident Management Guidelines Using the IAEA's Severe Accident Management Guideline Development Toolkit

IAEA Headquarters, Vienna, Austria

5–9 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 Secretaries M.Gajdos@iaea.org and A.Miassoedov@iaea.org, and to the Administrative Secretary J.John@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: 14 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	No
Would you prefer to present your paper as a poster?	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

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Deadline for receipt by IAEA through official channels: 14 October 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 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