



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

International Meeting on the Code of Conduct on the Safety of Research Reactors

**IAEA Headquarters
Vienna, Austria**

26 - 30 August 2024

Ref. No.: EVT2303667

Information Sheet

Introduction

The International Atomic Energy Agency (IAEA) Board of Governors adopted the Code of Conduct on the Safety of Research Reactors (hereinafter referred to as “the Code”) in March 2004. In resolution GC (48)/RES/10.A.8, the IAEA General Conference endorsed the guidance contained in the Code and encouraged Member States to apply it to the management of research reactors. Further, the General Conference requested the IAEA Secretariat to continue to assist Member States in the implementation of the Code and associated safety guidance, within available resources.

Since endorsement of the Code, the General Conference resolutions have continued to endorse the principles and objectives of the Code. General Conference resolutions GC(50)/RES/10 and GC(51)/RES/11 supported the recommendations of the open-ended meeting on the effective application of the Code hosted by the IAEA in Vienna, Austria, in December 2005, namely that periodic regional and international meetings be organized to discuss the application of the Code in Member States. Five international meetings on application of the Code were duly conducted in 2008, 2011, 2014, 2017 and 2021 (virtual). These meetings recommended that, in addition to regional meetings on the Code dedicated to specific safety issues, further international meetings should continue to be organized. Most recently, General Conference resolution GC(67)/RES/7 encourages Member States to apply the guidance of the Code at all stages in the lifetime of research reactors, including planning and encourages Member States to freely exchange their regulatory and operating information and experience with regard to research reactors.

Following this recommendation, a series of regional meetings have been conducted between the triennial international meetings on application of the Code. The regional meetings on application of the Code that were held since the 2021 meeting focused on regulatory supervision; culture for safety and integrated management systems; safety of experiments; periodic safety reviews and planning for decommissioning. These regional meetings provide the basis of the present International Meeting on the Code of Conduct on the Safety of Research Reactors, scheduled for 26–30 August 2024 at the IAEA’s Headquarters in Vienna, Austria.

Objectives

The objective of the event is to provide Member States with a forum to discuss and exchange experience in the application of the Code of Conduct on the Safety of Research Reactors.

Target Audience

The event is intended for decision-makers from the government ministry that has responsibility for nuclear safety as well as from regulatory bodies and research reactor operating organizations in Member States. Participants should be familiar with the provisions of the Code and their application.

Member States are strongly encouraged to identify suitable women participants.

Working Language

The working language of the event will be English.

Topics

A. Self-assessment by participants: In preparation for the meeting, participants will be asked to complete a self-assessment on application of the Code using the questionnaires provided in Guidelines for Self-assessment of Research Reactor Safety (IAEA Services Series No. 35) (Appendices XXIII–XXV). All self-assessment reports submitted by the participants are considered to be informal, submitted for the purpose of discussion and sharing of information at this specific meeting, and not as official national reports. The IAEA will use the results of the self-assessments, along with feedback from the regional meetings on application of the Code, to assess the status of application of the Code to date, and to update its programme and activities on safety of research reactors.

B. Presentations: Participants are asked to prepare presentations for the meeting that address the following topics:

- Member States' experiences related to improving their application of the Code, in the following areas, as appropriate for the participant:
 - Regulatory supervision of research reactors;
 - Leadership and management for safety of research reactors, including means for establishing, assessing, and improving culture for safety;
 - Periodic safety review and implementation of safety upgrades based on this process;
 - Consideration of ultimate decommissioning in the operation and utilization of research reactors as well as periodic updates of decommissioning plans.
- Enhancing networking, information and knowledge sharing for improvements in all of the above areas.

The presentations should address all significant improvements in application of the Code, challenges encountered, experience gained, and lessons learned, as well as plans for new activities, as included in the report prepared for Part A above. Each presentation will be followed by a discussion. Additional discussions will address proposals for new activities to be conducted by Member States that involve application of the Code, including definition of actions to be implemented together with the necessary follow-up activities.

The IAEA will present its assessment of experience in application of the Code to date, including feedback of the regional meetings on application of the Code and current issues and trends in research reactor safety, as well as the IAEA activities that address these issues.

C. Working groups: Working groups will discuss and suggest ways to further strengthen Member States' commitments to safety of research reactors considering the legal nature of the Code through, inter alia, exploring the possibility of further enhancing its current content and/or developing guidance on specific topics.

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 April 2024**. 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 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. The IAEA may also use the contact details of Applicants to inform them of the IAEA's scientific and technical publications, or the latest employment opportunities and current open vacancies at the IAEA. These secondary purposes are consistent with the IAEA's mandate.

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 **15 April 2024**.

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 Amgad Mohamed Amin Shokr

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Administrative Secretary

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Fax: +43 1 26007
Email: L.Parokkil@iaea.org

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



Participation Form

International Meeting on the Code of Conduct on the Safety of Research Reactors

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26 to 30 August 2024

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, Mr Amgad Mohamed Amin Shokr, Division of Nuclear Installation Safety, Department of Nuclear Safety and Security (Email: A.Shokr@iaea.org) and to the Administrative Secretary, Ms Lissy Parokkil, (Email: L.Parokkil@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: 15 April 2024

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

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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 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**
