



Technical Meeting on the Site and External Events Design (SEED) Review Service and Capacity Building Activity Output Assessment

**IAEA Headquarters, Vienna, Austria and
virtual participation via Cisco Webex**

9 - 13 October 2023

Ref. No.: EVT2204404

Information Sheet

Introduction

The IAEA, External Events Safety Section (the EESS) supports Member States, upon request, in achieving a high level of safety in relation to external events such as earthquakes, floods, typhoons, landslides and events induced by human activities in the protection of nuclear installations against external hazards by means of peer reviews, advisory services and capacity building based on the IAEA safety standards and technical documents.

Since 1978, Site and External Events Design (SEED) Review Service has been conducted in over 50 countries to assist Member States in their efforts to comply with IAEA safety standards. This service has been used extensively by embarking countries in the stage of developing nuclear programmes to determine the safety of candidate sites and design safety of SSCs against external events. It has also been used as an opportunity to identify the facts after the occurrence of an extreme external event affecting nuclear installations. SEED Review Service has been recently applied to SMR (Small Modular Reactor) sites for the review of the graded approach to siting reactors and SMRs and in the assessment of the impacts of meteorological and hydrological hazards on the safety of nuclear installations, taking into account uncertainties associated with climate change. The role of the SEED service would become more important than ever to ensure the nuclear safety for all the Member States.

Since 2020, the EESS has been operating an extra budgetary project co-funded by EC and other Member States, aiming at site-safety-related capacity and competency enhancement of Regulators & Utilities of the Member States embarking on new nuclear programmes, delivering E-learning Platform, Self-assessment and Training Modules, Advisory Missions, and Country-specific Training WSs, etc. These project deliverables have been developed, tested and optimized through consultancy meetings and national and inter-national training workshops, and will be utilized for the implementation of the SEED bundle services for review and capacity building.

Objectives

The objectives of the event are to discuss and assess the progress and outputs of the Site and External Events Design (SEED) Review Service and the Capacity Building Programme on the site and design safety reviews for nuclear installations and to collect suggestions for further improvement, taking into consideration of the feedback and experiences of Member States.

Target Audience

Approximately 60 participants of the Regulator, the Utility, NEPIO, and/or TSOs of the Member States who could provide feedback on the draft deliverables of the Capacity Building Project and the draft SEED Guidelines (Rev. 1).

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 **4 August 2023**. 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. Further information can be found in the [Data Processing Notice](#) concerning IAEA InTouch+ platform.

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 **4 August 2023**.

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.

In addition, the event will allow for virtual participation via Cisco Webex.

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

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Administrative Secretary

Ms Minitha Poikudiyil

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Fax: +43 1 26007

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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

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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 Hyun Woo Lee, Division of Nuclear Installation Safety, Department of Nuclear Safety and Security (Email: H.W.Lee@iaea.org) and to the Administrative Secretary, Ms Minitha Poikudiyil, (Email: M.Poikudiyil@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: 04 August 2023

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:	
Virtual Attendance	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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:		

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:

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4. Institute's/Member State's programme in field of event:

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Date: _____ **Signature of applicant:** _____

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