



Training Workshop for Reviewers in Future Integrated Safety Assessment of Research Reactors Missions

**IAEA Headquarters
Vienna, Austria**

13–17 May 2024

Ref. No.: EVT2303691

Information Sheet

Introduction

For over 60 years, research reactors have been centres of innovation and productivity for nuclear science and technology. The IAEA Research Reactor Database shows that, as of 2023, over 800 research reactors have been built to date, and of these 224 continue to operate in 54 IAEA Member States. In addition, several research reactors are under construction or planned in over 20 countries.

In order to ensure effective and sustainable utilization for various applications of research reactors, it is essential to ensure their safety. One of the many resources that the IAEA provides to assist Member States with research reactors is its Integrated Safety Assessment of Research Reactors (INSARR) mission, which is an objective, comprehensive peer review of a research reactor's safety against the IAEA's safety standards. INSARR missions are led by IAEA and conducted by an international team of multidisciplinary experts (INSARR review team members).

In addition to the requisite technical knowledge and experience, it is important for INSARR review team members to have in depth knowledge of the IAEA Safety Standards, experience in application of these standards and the INSARR methodology as well as good interviewing and reviewing skills.

In order to continue to enhance the efficiency and effectiveness of the INSARR missions, IAEA is organizing training workshops for reviewers for future missions. The first workshop was held in October 2022, with the participation of sixteen experts from fifteen Member States. The workshop concluded

that the IAEA should continue to organize such workshops on a regular basis to develop a pool of experts from various geographic regions for future INSARR missions.

In this context, this Workshop for Reviewers in Future Integrated Safety Assessment of Research Reactors Missions, is planned during the period 13–17 May 2024, at the IAEA Headquarters, Vienna.

Objectives

The purpose of the event is to provide information and guidance for participants who may take part as team members in future INSARR missions, and who are not yet fully familiar with INSARR methodology and the conduct of such missions.

Target Audience

Experts from research reactor operating organizations, regulatory bodies and technical support organizations.

The primary requirements for team members in future INSARR missions include:

- Expertise and experience in the topics to be reviewed;
- Familiarity with the standards, guides and other IAEA publications that form the basis of the review;
- Good interviewing skills;
- Oral and written capability in English.

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.

Working Language(s)

English

Topics

The following topics will be covered during the training workshop:

- INSARR mission objectives, scope and output;
- Use of IAEA safety standards as the basis for the INSARR;
- The preparatory phase of an INSARR mission;
- Responsibilities and roles of INSARR mission team members;
- Methodology and conduct of the INSARR review;
- Evaluation and documentation of observations;
- Preparation of issue pages and findings;
- Report writing;
- INSARR mission schedule; and
- Follow-up INSARR mission.

Participation and Registration

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 **2 February 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 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 **2 February 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.

IAEA Contacts

Scientific Secretary

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Email: K.Sun@iaea.org

Administrative Secretary

Ms Lissy Parokkil

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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 and correspondence on other matters related to the event to the Administrative Secretary.

Participation Form

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IAEA Headquarters, Vienna, Austria

13 to 17 May 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 Kaichao Sun, Division of Nuclear Installation Safety, Department of Nuclear Safety and Security (Email: K.Sun@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: 2 February 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:		

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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**
