



**IAEA**

International Atomic Energy Agency  
*Atoms for Peace and Development*

# Technical Meeting on National and International Experiences in the conditioning of Category 3-5 Disused Sealed Radioactive Sources

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

**August 26 – 30, 2024**

**Ref. No.: EVT2302455**

## Information Sheet

### Introduction

Sealed radioactive sources (SRSs) are used extensively in industry, medicine, agriculture, and various research areas. A radioactive source that is no longer in use, or not intended to be used, for the practice for which an authorization has been granted, is deemed as disused. These Disused Sealed Radioactive Sources (DSRS) must be properly managed to ensure that the whole life cycle is safe and secure, as cost effective, and the impact to the environmental is minimized.

The implementation of the IAEA Code of Conduct on the Safety and Security of Radioactive Sources (the Code) is helping national authorities in Member States to ensure that radioactive sources are used and managed within an appropriate framework of radiation safety and security. Paragraph 22 of the Code's complementary Guidance on the Management of disused sealed radioactive sources states that "each State should ensure that *disused sources* to be stored in a long-term storage facility *are conditioned* as required by the regulatory body and comply with applicable acceptance criteria". The same applies for other management options for DSRS (as disposal), the radioactive sources should be properly conditioned.

The IAEA is drafting a technical document (under the Nuclear Energy Series) to provide guidance on the proper management of DSRS, with focus on the dismantling of nuclear gauges and devices and conditioning of the recovered radioactive sources.

## Objectives

The Technical Meeting will review and discuss national and international experiences in management of DSRS, with focus on the dismantling of category 3-5 nuclear gauges and devices and the conditioning of the recovered radioactive sources. The discussion will focus on national strategies implemented for managing DSRS, facilities, tools and methodologies for dismantling gauges and conditioning bare radioactive sources. The draft NES publication on conditioning of category 3-5 DSRS and the challenges encountered, and lessons learned captured by waste management organizations and regulators will also be discussed.

## Target Audience

The target groups are users of radioactive sources, DSRS and radioactive waste operators, national regulators, sealed source manufacturers, and decision-makers at government level. The participants should have a thorough knowledge of the administrative and technical infrastructure to support the DSRS management programs. Participants are requested to prepare a brief presentation on experiences in the management, including the conditioning of category 3-5 DSRS.

## 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 or invited organization, participants are requested to submit their application via the InTouch+ platform (<https://intouchplus.iaea.org>) to the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) or organization for onward transmission to the IAEA by **(Designation Deadline)**, following the registration procedure in InTouch+:

1. Access the InTouch+ platform (<https://intouchplus.iaea.org>):
  - Persons with an existing NUCLEUS account can sign in to the platform with their username and password;
  - Persons without an existing NUCLEUS account can register [here](#).
2. Once signed in, prospective participants can use the InTouch+ platform to:
  - Complete or update their personal details under 'Complete Profile' and upload the relevant supporting documents;
  - Search for the relevant event under the 'My Eligible Events' tab;

- Select the Member State or invited organization they want to represent from the drop-down menu entitled ‘Designating Authority’ (if an invited organization is not listed, please contact [InTouchPlus.Contact-Point@iaea.org](mailto:InTouchPlus.Contact-Point@iaea.org));
- If applicable, indicate whether financial support is requested and complete the relevant information (this is not applicable to participants from invited organizations);
- Based on the data input, the InTouch+ platform will automatically generate the Participation Form (Form A) and/or the Grant Application Form (Form C);
- Submit their application.

Once submitted through the InTouch+ platform, the application, together with the auto-generated form(s), will be transmitted automatically to the required authority for approval. If approved, the application, together with the applicable form(s), will automatically be sent to the IAEA through the online platform.

NOTE: The application for financial support should be made, together with the submission of the application, by **31 May 2024**.

For additional information on how to apply for an event, please refer to the [InTouch+ Help](#) page. Any other issues or queries related to InTouch+ can be sent to [InTouchPlus.Contact-Point@iaea.org](mailto:InTouchPlus.Contact-Point@iaea.org).

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

## **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 a copy of their presentations. It should be sent electronically to Mr Juan Carlos Benitez Navarro, the Scientific Secretary of the event (see contact details below), not later than **31 May 2024**. Authors will be notified of the acceptance of their proposed presentations by **21 June 2024**.

In addition to the registration already submitted through the InTouch+ platform, participants have to submit the presentation, together with the Form for Submission of a Paper (Form B), to the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) or organization for onward transmission to the IAEA not later than **31 May 2024**.

## 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, together with the submission of the application, by **31 May 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:

[www.iaea.org/events](http://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:**

#### **Mr Juan Carlos Benitez Navarro**

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### **Administrative Secretary:**

#### **Ms Sharon Garcia**

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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.

## **Event Web Page**

Please visit the following IAEA web page regularly for new information regarding this event:

[www.iaea.org/events/EVT2302455](http://www.iaea.org/events/EVT2302455)

Enclosure: Form for Submission of a Paper (Form B)

## Form for Submission of a Paper

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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](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 [J.C.Benitez-Navarro@iaea.org](mailto:J.C.Benitez-Navarro@iaea.org) and to the Administrative Secretary [Sh.Garcia@iaea.org](mailto:Sh.Garcia@iaea.org).

**Deadline for receipt by IAEA through official channels: 31 May 2024**

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