



# **Training Course on Leadership, Management and Culture for Safety**

**IAEA Headquarters  
Vienna, Austria**

**6 - 10 May 2024**

**Ref. No.: EVT2303786**

## **Information Sheet**

### **Introduction**

Leadership, management and culture for safety are key factors contributing to operational safety. The understanding and capability to implement leadership, management and culture for safety programmes are crucial for Member States operating nuclear installations as well as embarking Member States that are starting their nuclear power programmes.

The leadership, management and culture for safety programmes and tools should be defined, established, maintained, and improved in all important organizations like operating organizations, regulatory bodies, nuclear energy programme implementing organizations (NEPIO) and other organizations, using a graded approach.

This training course will provide a comprehensive and state-of-the art programme on requirements of the IAEA General Safety Requirements No. GSR Part 2 Leadership and Management for Safety and their practical explanation and application.

### **Objectives of the Training Course**

- To provide information on GSR Part 2 requirements and explain ways of their practical application
- To provide explanation of interrelation of leadership, management and culture for safety and their importance for operational safety
- To discuss characteristics of efficient leadership for safety
- To understand the importance of setting goals, policies, strategies and objectives in accordance with the fundamental safety objective
- To understand integrated and process based management systems

- To understand and discuss resources management and supply chain management
- To understand importance of safety culture and discuss traits and attributes of strong and healthy safety culture
- To understand and discuss various assessment activities, such as self-assessment and independent assessment of management system and assessment of leadership and safety culture
- To facilitate the experience exchange between IAEA, international experts and participants
- To provide opportunity to discuss particular topics in group work and exercises
- To contribute to development of nuclear professionals in the area of leadership, management and safety culture.

## Target Audience

- Senior and middle management of organizations which operate or regulate nuclear power plants and other nuclear installations
- Senior and middle management of future operating organizations and other organizations participating in the development of a nuclear infrastructure in phases 2 and 3 according to the IAEA Milestone Approach
- Experts working in the area of leadership, management and culture for safety from all of the above mentioned organizations.

## 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 **1 March 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 **1 March 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

**Ms Iva Kubanova**

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Department of Nuclear Safety and Security  
International Atomic Energy Agency  
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**Administrative Secretary**

**Ms Catherine Burke Ivancev**

Division of Nuclear Installation Safety  
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Fax: +43 1 26007

Email: [C.Burke-Ivancev@iaea.org](mailto:C.Burke-Ivancev@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

## Training Course on Leadership, Management and Culture for Safety

IAEA Headquarters, Vienna, Austria

6 to 10 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](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, Ms Iva Kubanova, Division of Nuclear Installation Safety, Department of Nuclear Safety and Security (Email: [I.Kubanova@iaea.org](mailto:I.Kubanova@iaea.org)) and to the Administrative Secretary, Ms Catherine Burke Ivancev, (Email: [C.Burke-Ivancev@iaea.org](mailto:C.Burke-Ivancev@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: 01 March 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:	

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: 01 March 2024**

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**

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