



Regional Meeting on Sampling for Food Microbiology Testing and Review of Relevant Standard Operating Procedures/Protocols

Hosted by

The Government of Slovenia

through the

National Laboratory of Health, Environment and Food (NLHEF)

Maribor, Slovenia

3 to 5 December 2025

Ref. No.: ME-RER5029-2502127

Information Sheet

Purpose

The purpose of the event is to discuss and share experience on sampling for food microbiology testing and use of relevant protocols or standard operating procedures.

Working Language(s)

The working language(s) of the event will be English.

Deadline for Nominations

Nominations received after 12 September 2025 will not be considered.

Project Background

The project aims to improve food safety in the region through the early detection of microbial hazards to support human health and well-being. This targets the entire food chain in a number of Member States in Europe and Central Asia. The expected project deliverables include (but not limited to) strengthened laboratory analytical and human resource capabilities; enhanced laboratory quality assurance and control; developed laboratory protocols and/or standard operating procedures and relevant baseline data generated. The project is also expected to promote collaboration among countries and institutions.

Scope and Nature

Lectures and demonstrations on sampling of foods from the field for laboratory analysis of microbial hazards; Handling, packaging and delivery of the relevant food samples to laboratories; Associated guidelines on sampling and handling; Relating test results/data to sampling; Sample plans in zoonotic disease monitoring and surveillance; Inspector-led sampling for selected food microbiology related epidemiological cases; Case studies/reports from selected foodborne outbreaks; Excursion/field trip to Maribor port to witness or demonstrate sampling of food for regulatory purposes; Discussion of and experience-sharing on standard operating procedures or protocols used in food microbiology testing.

Participation

The regional meeting is open to all project counterparts with a target of 25 non-local participants maximum (one per country).

Participants' Qualifications and Experience

Participants should be involved in food sampling and/or analysis for microbial hazards. Training and experience should be relevant to the project and event.

Application Procedure

Candidates wishing to apply for this event should follow the steps below:

1. Access the InTouch+ home page (<https://intouchplus.iaea.org>) using the candidate's existing Nucleus username and password. If the candidate is not a registered Nucleus user, she/he must create a Nucleus account (<https://websso.iaea.org/IM/UserRegistrationPage.aspx>) before proceeding with the event application process below.
2. On the InTouch + platform, the candidate must:
 - a. Finalize or update her/his personal details, provide sufficient information to establish the required qualifications regarding education, language skills and work experience ('Profile' tab) and upload relevant supporting documents;
 - b. Download and complete the [Designation of Beneficiary and Emergency Contact Form](#), and upload to InTouch+ ('Profile' tab under the personal section) specifying the document name. If already provided, kindly discard this step; and
 - c. Search for the relevant technical cooperation event (EVT2502127) under the 'My Eligible Events' tab, answer the mandatory questions and lastly submit the application to the required authority.

NOTE: Completed applications need to be approved by the relevant national authority, i.e. the National Liaison Office, and submitted to the IAEA through the established official channels by the provided designation deadline.

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

Should online application submission not be possible, candidates may download the nomination form for the meeting from the [IAEA website](#).

NOTE: A medical certificate signed by a registered medical practitioner dated not more than four months prior to starting date of the event must be submitted by candidates when applying for a) events with a duration exceeding one month, and/or b) all candidates over the age of 65 regardless of the event duration.

Administrative and Financial Arrangements

Nominating authorities will be informed in due course of the names of the candidates who have been selected, and will at that time be informed of the procedure to be followed with regard to administrative and financial matters.

Selected participants will receive an allowance from the IAEA sufficient to cover their costs of lodging, daily subsistence and miscellaneous expenses. They will also receive either a round-trip air ticket based on the most direct and economical route between the airport nearest their residence and the airport nearest the duty station through the IAEA's travel agency AX Travel Management, or a travel allowance, or they will be reimbursed travel by car/bus/train in accordance with IAEA rules for non-staff travel.

Disclaimer of Liability

The organizers of the event do not accept liability for the payment of any cost or compensation that may arise from damage to or loss of personal property, or from illness, injury, disability or death of a participant while he/she is travelling to and from or attending the course, and it is clearly understood that each Government, in approving his/her participation, undertakes responsibility for such coverage. Governments would be well advised to take out insurance against these risks.

Note for female participants

Any woman engaged by the IAEA for work or training should notify the IAEA on becoming aware that she is pregnant.

The Board of Governors of the IAEA approved new International Basic Safety Standards for Protection against Ionizing Radiation and for the Safety of Radiation Sources. The Standards deal specifically with the occupational exposure conditions of female workers by requiring, inter alia, that a female worker should, on becoming aware that she is pregnant, notify her employer in order that her working conditions may be modified, if necessary. This notification shall not be considered a reason to exclude her from work; however, her working conditions, with respect to occupational exposure shall be adapted with a view to ensuring that her embryo or foetus be afforded the same broad level of protection as required for members of the public.

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