



Technical Meeting on Integrated Management Systems for the Sustainable Safe Operation and Effective Utilization of Research Reactors

Hosted by the
Government of the Japan

through the
Japan Atomic Energy Agency (JAEA)

MITO City Civic Center, Mito, Japan

16 - 19 June 2025

Ref. No.: EVT2405016

Information Sheet

Introduction

A management system is a set of interrelated or interacting elements that establishes policies and objectives, and which enables those objectives to be achieved in a safe, efficient and effective manner.

The IAEA Safety Standards Series No. GSR Part 2, *Leadership and Management for Safety* () requires that “The management system shall integrate its elements, including safety, health, environmental, security, quality, human-and-organizational-factor, societal and economic elements, so that safety is not compromised.” and “The management system shall be developed and applied using a graded approach.” The IAEA Safety Standards Series No. SSR-3, *Safety of Research Reactors* () establishes the requirement: “The operating organization for a research reactor facility shall establish, implement, assess and continuously improve an integrated management system.”

IAEA Safety Standards Series No. SSR-3 also requires that the operating organization ensure, through the establishment and use of an integrated management system, that the research reactor is sited, designed, constructed, commissioned, operated, utilized, and decommissioned in a safe manner. The development and implementation of a management system is a basic requirement in order to ensure, in particular:

- Safety of research reactors at all stages and for all activities during their lifetime in order to protect the public, the workers and the environment from undue radiation hazards;

- Compliance with regulatory requirements;
- Proper and safe modification, refurbishment and upgrading;
- Safe and effective utilization of the research reactor facilities, including quality control of products and services delivered; and
- Improved operational performances of the research reactors as well as of maintenance programmes and procedures.

The IAEA Safety Standards Series No. GS-G-3.1, *Application of the Management System for Facilities and Activities* () provides generic guidance to fulfil these requirements, and the IAEA Safety Standards Series No. GS-G-3.5, *The Management System for Nuclear Installations* provides specific guidance for nuclear installation operating organizations. The above-mentioned safety requirements and safety guidance are also applicable to research reactors, but the application of the management system requirements should be graded to ensure that resources are deployed and appropriate controls are applied using a graded approach with consideration of:

- The significance and complexity of each product, service, activity or control;
- The hazards and the magnitude of the potential impact (risks) associated with the safety, health, environment, security, quality, and economic aspects of each product, service, activity or control; and
- The possible consequences if a product fails or an activity is carried out incorrectly.

For research reactors with a lower power and a limited number of experimental facilities; there are significant differences concerning the controls that need to be performed and the extent of the associated documentation in comparison with those for high-power research reactors with a large number of experimental and radioisotope production facilities. Consequently, the scope, extent and details of the management system should be established and implemented by the operating organization using a graded approach.

Objectives

The event is aimed at providing a forum for the Member States currently operating research reactors, to discuss and share their experience on the establishment, implementation and continuous development of management systems based on the IAEA safety standards. It will also serve as a forum for Member States to share and discuss experiences, good practices, challenges and lessons learned in relation the safe operation and utilization of research reactors including topics like ageing, refurbishment and modernization of such facilities, associated challenges, experiences and good practices.

Target Audience

The event is intended for individuals from Member States with an operating research reactor facility or Member States that have initiated a new research reactor project. Participants should be individuals in charge of developing, implementing and improving management systems, operators and designers of research reactors. Specialists from regulatory bodies who are in charge of the review and assessment of management systems for research reactors can also participate.

Working Language

The working language of the event will be English.

Expected Outputs

Meeting report summarizing the discussions and conclusions.

Topics

The following topics will be addressed and discussed during the event:

1. Establishment, implementation and continuous development of management systems for RRs
2. Management of RR Operations and Maintenance
3. RR Ageing Management
4. RR Safety and Security management
5. Management of RR Fuel Cycle
6. Management of RR Utilization
7. Management of new RR Projects

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 **16 May 2025**, following the registration procedure in InTouch+:

1. Access the [InTouch+](https://intouchplus.iaea.org) platform (<https://intouchplus.iaea.org>):
 - Persons with an existing NUCLEUS account can sign into 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+](https://intouchplus.iaea.org) 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);

- 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+ will automatically generate the Participation Form (Form A) and/or the Grant Application Form (Form C);
- Submit their application.

Once submitted through the [InTouch+](#), 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.

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

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+](#).

Selected participants will be informed in due course on the procedures to be followed with regard to administrative and financial matters.

Papers and Presentations

The IAEA encourages participants to give presentations in PowerPoint on the work of their respective institutions that falls under the topics listed above. Maximum duration of individual presentation should be 20 minutes including questions and answers.

Participants who wish to give presentations at the event are requested to submit an abstract of their work (maximum 300 words) and complete the Participation Form of a Paper - Form B (see attached).

The abstract and the signed copy of Form B must be uploaded at [InTouch+](#) as supporting documents of the event selected and send to their competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) or their organization for onward transmission to the IAEA not later than **16 May 2025**. Authors will be notified of the acceptance of their proposed presentations by **30 May 2025**.

Expenditures and Grants

No registration fee is charged to participants.

Traveling, accommodation and other related cost must be beared by participants, their Member States or related organizations. IAEA has, however, limited funds at its disposal to help meet the cost of attendance of some 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. Preference will be given to participants giving a presentation.

The application for financial support should be made clear indicating in the corresponding box at [InTouch+](#), and should be submitted together with the application, by **16 May 2025**.

Venue

The event will be held at the MITO City Civic Centre, Mito, Japan, and will be combined with the 22nd International Group on Research Reactors (IGORR) Conference.

Participants must make their own travel and accommodation arrangements.

General information about the venue and other practical details, such as a list of hotels for participants are provided in the website: <https://igorr22.org/>.

Participants are advised to arrive at least 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 premises.

Visas

Participants who require a visa to enter Japan should submit the necessary application as soon as possible to the nearest diplomatic or consular representative of Ministry of Foreign Affairs of Japan. Local contact person of this event is: Mr Masaji ARAI, Senior Principal Engineer / New Research Reactor Promotion Office / JAEA. Email arai.masaji@jaea.go.jp.

For further information visit the Japan government website: https://www.mofa.go.jp/j_info/visit/visa/

IAEA Contacts

Scientific Secretaries:

Mr Ruben Mazzi

Division of Nuclear Fuel Cycle and Waste Technology
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100, 1400 VIENNA, AUSTRIA

Tel.: +43 1 2600 22762; Fax: +43 1 26007

Email: R.Mazzi@iaea.org

Mr Danas Ridikas

Division of Physical and Chemical Sciences
Department of Nuclear Sciences and Applications
International Atomic Energy Agency

Vienna International Centre
PO Box 100, 1400 VIENNA, AUSTRIA

Tel.: +43-1-2600-21751; Fax: +43 1 26007
Email: D.Ridikas@iaea.org

Mr Joseph Christensen

Division of Nuclear Installation Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100, 1400 VIENNA, AUSTRIA

Tel.: +43 1 2600 22726; Fax: +43 1 26007
Email: j.christensen@iaea.org

Administrative Secretary:

Ms Reena Thottakkara

Division of Nuclear Fuel Cycle and Waste Technology
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100, 1400 VIENNA, AUSTRIA

Tel.: +43 1 2600 22755; Fax: +43 1 26007
Email: R.Thottakkara@iaea.org

Subsequent correspondence on scientific matters should be sent to the Scientific Secretaries and correspondence on other matters related to the event to the Administrative Secretary.

Forms A and C: Via Intouch+ Platform



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 or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretaries R.Mazzi@iaea.org, D.Ridikas@iaea.org and J.Christensen@iaea.org and to the Administrative Secretary R.Thottakkara@iaea.org.

Deadline for receipt by IAEA through official channels: 16 May 2025

Title of the paper:		
Family name(s) and first name(s) of all author(s) (same as in passport(s):	Scientific establishment(s) in which the work has been carried out	City/Country
1.		
2.		
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