



15th Coordination Meeting of the IAEA's Network of Analytical Laboratories for the Measurement of Environmental Radioactivity

Hosted by the

Government of the Hashemite Kingdom of Jordan

through the

Jordan Atomic Energy Commission (JAEC)

Amman, Jordan

8–10 October 2018

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Information Sheet

A. Introduction

ALMERA (Analytical Laboratories for the Measurement of Environmental Radioactivity) is a worldwide network of analytical laboratories established by the IAEA. Through methodology and data quality support from the IAEA and the collaborative development and validation of analytical methods, ALMERA member laboratories are able to provide internationally acceptable radioanalytical data in normal situations and in cases of accidental or intentional releases of radioactivity, as requested by their nominating authorities. The ALMERA network holds annual coordination meetings to discuss the implementation of planned activities and to determine future activities.

B. Objectives

The objectives of the meeting are to:

- Present and discuss ALMERA proficiency test results and related proposals;
- Discuss the current status and plans for recommended analytical procedures developed within the ALMERA network;
- Discuss priorities for training courses and workshops;
- Discuss means for communication and data sharing and exchange among ALMERA laboratories;
- Discuss initiatives for regional cooperation and collaboration with other networks;
- Identify work plans and proposals for ALMERA regional groups and task groups; and
- Review and update the general ALMERA work plan.

C. Target Audience

The meeting is open to representatives of laboratories that are members of the ALMERA network.

D. Working Language(s)

English

E. Application Procedure

Designations should be submitted through InTouch+ (<https://Intouchplus.iaea.org>) or using the attached **Participation Form (Form A)**. Completed requests should be endorsed by the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority), or by an organization invited to participate, and returned through the established official channels. They must be received by the IAEA not later than **27 July 2018**. Designations received after that date or applications sent directly by individuals or by private institutions cannot be considered. Designating Governments and invited organizations will be informed in due course of the names of the selected candidates and at that time full details will be given on the procedures to be followed with regard to administrative and financial matters.

F. 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 Technical Meeting. 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 Technical Meeting. The application for financial support should be made at the time of designating the participant(s). If Governments wish to apply for a grant on behalf of one of their experts, they should address specific requests to the IAEA to this effect. Governments should ensure that applications for grants are submitted by **27 July 2018** through InTouch+ (<https://Intouchplus.iaea.org>) or using a signed **Grant Application Form (Form C)**. Approved grants will be issued in the form of a lump sum payment that usually covers **only part of the cost of attendance**.

G. Organization

Scientific Secretary

Ms Iolanda Osvath

IAEA Environment Laboratories
Department of Nuclear Sciences and Applications
4 A Quai Antoine 1er
98000 MONACO

Tel.: +377 97 97 72 33

Fax: +377 97 97 72 73

Email: I.Osvath@iaea.org / almera@iaea.org

Administrative Secretary

Ms Julie Le Normand

IAEA Environment Laboratories
Department of Nuclear Sciences and Applications
4 A Quai Antoine 1er
98000 MONACO

Tel.: +377 97 97 72 15

Fax: +377 97 97 72 73

Email: J.Le-Normand@iaea.org / almera@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/Secretaries.