

INFORMATION NOTE FOR PARTICIPANTS

Organizational Meeting for the Joint Eighth and Ninth Review Meeting of the Contracting Parties to the Convention on Nuclear Safety

IAEA Headquarters, Vienna, Austria
Vienna International Centre (VIC)
Plenary, M Building
20 October 2021

General Information and Logistics

Conference Location:	International Atomic Energy Agency (IAEA) Vienna International Centre (VIC) Wagramer Strasse 5 1400 Vienna, Austria Plenary, M Building
Registration:	<p>Designated focal points are requested to register all members of their delegation through the InTouch+ online portal, accessible under the following link https://intouchplus.iaea.org/.</p> <p>Online registration should be completed by 13 October 2021.</p> <p>Registration is handled by the UN Security and Safety Service (UNDSS) with the issuance of a CNS color coded photo badge.</p> <p>In order to avoid lines at Gate 1 and to be on time for the official opening on Wednesday, 20 October 2021, at 10:00 a.m., participants are strongly encouraged to avail themselves of the on-site registration.</p> <p>On-site registration and issuance of color-coded photo badges will take place at the VIC, Gate 1, on the following dates and times:</p> <ul style="list-style-type: none">• Monday, 18 October 2021, from 12 p.m. to 3 p.m.; and• Tuesday, 19 October 2021, from 8 a.m. to 3 p.m..
Credentials:	<p>According to Rule 8 of the CNS Rules of Procedure and Financial Rules (INFCIRC/573/Rev.6), the credentials of delegates, and the names of experts and advisers are to be submitted to the Deputy Director General, Head of the Department of Nuclear Safety and Security, Ms Lydie Evrard, in her capacity as Secretary of the Meeting, and credentials shall be issued by the Ministry for Foreign Affairs.</p> <p>In practice, the IAEA accepts credentials issued either:</p> <ul style="list-style-type: none">- by an official of the Ministry for Foreign Affairs; or- by the Resident Representative of a Contracting Party; <p>provided that they have been duly signed by one of these individuals.</p> <p>Therefore, in addition to the credentials issued by an official from the Ministry, a letter from and signed by the Resident Representative of a Contracting Party containing the title of the meeting and the name and title of the delegate may also be accepted as proper credentials. A copy of such a letter or an unsigned note verbale from the Permanent Mission would, however, not be sufficient.</p> <p>Contracting Parties are kindly requested to submit the credentials of delegates by not later than Wednesday, 13 October 2021.</p>

Virtual participation	Following the meeting virtually will be facilitated via Cisco WebEx. The IT arrangements on how to connect to the event will be forwarded to the Contracting Parties in due course.
Please be aware of the following:	
	<ul style="list-style-type: none"> <li data-bbox="432 275 1501 477">- Since the Second Extraordinary Meeting held in August 2012, it was decided to introduce a dedicated color-coded photo badge for all participants, including staff from Permanent Missions in order to strengthen the measures to enforce the confidentiality nature of the Convention meetings (in accordance with Rule 20 of the Rules of Procedure and Financial Rules, INFCIRC/573/Rev.6). <li data-bbox="432 488 1501 734">- Contracting Parties are requested to note that for security reasons all delegates will be required to have a CNS color coded photo badge to attend the Organizational Meeting for the joint 8th and 9th RM. Delegates will be contacted by email in advance of the meeting for the purpose of uploading their photo. You will receive an email from UNODC-Conference Registration unodc-conferenceregistration@un.org, please check your emails and junk mail. <li data-bbox="432 745 1501 857">- Permanent Mission staff with VIC badges will also require obtaining a CNS color coded photo badge to attend the Review Meeting. <u>No exceptions will be made.</u> <li data-bbox="432 869 1501 1249">- Should you wish to designate a staff member to collect the CNS meeting badges on behalf of the Delegation, please note that this can only be done via a Note Verbale authorizing the staff member to collect the badges. The Note Verbale should be presented at the Registration desk at Gate 1. Please note the Registration times quoted above. In addition to presenting the Hard copy of the Note Verbale at the registration desk, please send an electronic copy to Convention-for-Nuclear-Safety.Contact-Point@iaea.org; Conventions.Contact-Point@iaea.org, with a copy to Official.Mail@iaea.org. In such cases, however, the person designated to collect these is fully responsible for the delivery of the passes to the members of his/her delegation, since, once collected, passes <u>can neither be returned</u> to the Registration Desk <u>nor reprinted</u>. <li data-bbox="432 1261 1501 1305">- All other delegates are requested to collect their passes in person from Gate 1. <li data-bbox="432 1317 1501 1384">- Delegates are reminded to bring an identification document with picture to facilitate their entry to the VIC premises and the registration process.
Conference Material Paper smart:	Following the paper smart concept, delegates are informed that all documents related to the Organizational Meeting will only be available on the CNS secure website. https://nucleus.iaea.org/sites/cnsweb/SitePages/Home.aspx
Requests for Interpretation in Country Group Sessions:	<p data-bbox="432 1541 1501 1608">During the Organizational Meeting, Contracting Parties are requested to submit their request for interpretation during Country Group Sessions.</p> <p data-bbox="432 1608 1501 1809">According to the Rules of Procedure and Financial Rules (INFCIRC/573/Rev.6, Rule 40.5.(b)), “<i>if Contracting Parties can substantiate that they would otherwise not be able to participate effectively in the discussions of the Country Group to which they are allocated, they can request - within the budget limits - interpretation from and into another working language during all sessions of the Country Group (the request shall be filed at the Organizational Meeting).</i>”</p> <p data-bbox="432 1809 1501 1910">Contracting Parties may submit their request on the CNS secure website under the “Organizational Meeting Form Interpretation” by 13 October 2021. https://nucleus.iaea.org/sites/cnsweb/SitePages/Home.aspx</p>
List of Participants:	The list of participants will be published on the CNS secure website.

Accommodation:	Participants must make their own travel and hotel arrangements. Hotels which are offering a reduced rate for the meeting are listed on the IAEA conference website www.iaea.org/events . Please note that the IAEA is not in a position to assist participants with hotel bookings, nor can the IAEA assume responsibility for paying cancellation fees or for re-bookings and no shows.
Visa:	<p>Participants requiring a visa to enter Austria should contact the nearest consular or diplomatic representative of Austria as early as possible.</p> <p>Austria is a Schengen State and, therefore, visa applications for a ‘Schengen visa’ must be submitted <u>at least four weeks before entry into Austria</u>. In States in which Austria has no consular or diplomatic representation, visas can be obtained from a Schengen partner State representing Austria in the country in question.</p> <p>Please note that visa support can only be provided to registered participants.</p>
Covid-19 related measures	<p>Contracting Parties will be duly informed of the COVID-19 related measures to be applied in accordance with the Austrian requirements at the time of the Organizational Meeting. Relevant updates will be also available on the IAEA website https://www.iaea.org/events</p> <p>All participants planning to attend physically are strongly encouraged to ensure that they meet the criteria for posing a low epidemiological risk as defined by the Host Country legislation applicable at the time. For tested individuals, this will mean proof of a negative PCR test not older than 48 hours, or a rapid antigen test not older than 24 hours. For vaccinated individuals, this will mean either: proof of a full vaccination not older than 270 days valid from the date of second vaccination, or proof of full vaccination with a vaccine that does not require a booster shot (e.g. Johnson & Johnson) not older than 270 days but only valid as of the 22nd day after vaccination. For recovered individuals, this will mean either a certificate of recovery from COVID-19 illness not older than 180 days, or proof of positive test for neutralising antibodies not older than 90 days. In this regard, by swiping their grounds pass/badge, meeting participants entering the VIC declare that they possess valid documentation meeting one or more of these criteria. They also confirm that they will produce the documentation to the conference, meeting and event organizers, organizations or VIC Medical Service, if required. Participants are reminded that masks must be worn in all common spaces in the VIC, including meeting rooms and encouraged to keep one meter distance to others.</p>
Internet Access:	Wireless internet access is available on the conference premises.
IAEA website:	Logistical information is available on the IAEA website: https://www.iaea.org/events
CNS secure website:	Contracting Parties will be able to view Agendas, and all presentations and documents released before and during the event. https://nucleus.iaea.org/sites/cnsweb/SitePages/Home.aspx