



IAEA

Atoms for Peace and Development

الوكالة الدولية للطاقة الذرية

国际原子能机构

International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

Organismo Internacional de Energía Atómica

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In reply please refer to: **EVT1905013**

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The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the IAEA's Member States and has the honour to draw their attention to the **Technical Meeting on Lessons Learned from the Management of Disused High Activity Sources** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **16 to 20 May 2022**.

In addition, the event will allow for virtual participation via Cisco Webex.

The purpose of the event is to review experiences in the management of high activity disused sealed radioactive sources (Category 1–2 sources); to discuss the management options successfully implemented and the use of mobile hot cells and other operational and management tools; and to ascertain whether any additional tools are needed to support Member States in the safe and secure management of high activity disused sources. The review will assist in determining whether the existing tools and technologies need to be upgraded or optimized.

The attached Information Sheet provides further details of the event.

The event will be held in English.

Member States are invited to designate one or more participants to represent the Government at this event. Member States are strongly encouraged to identify suitable women 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 at the time of designating the participant(s) using the attached Grant Application Form (Form C).

It should be noted that compensation is not payable by the IAEA for any damage to or loss of personal property. The IAEA also does not provide health insurance coverage for participants in IAEA events. Arrangements for private insurance coverage on an individual basis should therefore be made. The IAEA will, however, provide insurance coverage for accidents and illnesses that clearly result from any work performed for the IAEA.

Designations should be submitted to the IAEA through the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) not later than **15 April 2022** using the attached Participation Form (Form A). Completed and authorized Participation Forms should be sent either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Copies should be sent by email to the Scientific Secretary of the event, Mr Juan Carlos Benitez Navarro, Division of Nuclear Fuel Cycle and Waste Technology, Department of Nuclear Energy (Email: J.C.Benitez-Navarro@iaea.org), and to the Administrative Secretary, Mr Emrah Goek (Email: E.Goek@iaea.org). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once the official designations have been received.

Should Governments wish, in addition, to appoint one or more observers to assist and advise the designated participants, they are kindly requested to inform the IAEA of the names and contact details of any such observers by the above date. In accordance with the established rules, Governments are expected to bear the cost of attendance of any observers they may send to IAEA events. Compensation is not payable by the IAEA for any damage to or loss of observers' personal property or for illness, injury or death occurring while travelling to or in connection with their attendance at IAEA events.

The IAEA takes no responsibility for, and the provider of the virtual meeting services has represented and warranted that the Services shall not contain, and that no end user shall receive from the software used to hold the virtual meeting, any virus, worm, trap door, back door, timer, clock, counter or other limiting routine, instruction or design, or other malicious, illicit or similar unrequested code, including surveillance software or routines which may, or is designed to, permit access by any person, or on its own, to erase, or otherwise harm or modify any data or any system, server, facility or other infrastructure of any end user (collectively, a "Disabling Code").

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to renew to the IAEA's Member States the assurances of its highest consideration.



2022-01-18

Enclosures: Information Sheet
 Participation Form (Form A)
 Grant Application Form (Form C)



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Technical Meeting on Lessons Learned from the Management of Disused High Activity Sources

IAEA Headquarters, Vienna, Austria
and virtual participation via Cisco Webex

16–20 May 2022

Ref. No.: EVT1905013

Information Sheet

Introduction

Radioactive sources are used widely throughout the world in medicine, industry, and agriculture. Unfortunately, the International Atomic Energy Agency (IAEA) receives reports regularly of serious injuries or deaths due to misuse or accidents involving sealed radioactive sources. The IAEA offers a wide range of guidance, activities and services to assist its Member States to improve the safety and security of their sealed radioactive sources.

Accident prevention requires a comprehensive approach to protecting and controlling sealed radioactive sources: applying standards for manufacturing and use; establishing regulatory control, physical protection, and inventories; training users on good practices and procedures; and properly disposing of the source when it is deemed disused.

Operations related to the removal of a high activity (Category 1–2) sources from a shielded position, placing it in another container, and some other operations required during conditioning of high activity sources require hot cells and very qualified personnel. The lack of approved containers fixed or mobile hot cells, and qualified personnel makes the conditioning of such sources difficult or impossible in many Member States. Conditioning of such sources is generally limited to the preparation of sources for long term storage, or removal and transportation for recycling.

Under such circumstances, a most common resolution of these problems will be receiving international assistance, for instance from the IAEA which provides services for conditioning and removal (including repatriation) of high activity sources from the country.

Objectives

The Technical Meeting will review experiences in the management of disused high activity sealed radioactive sources (Category 1-2 DSRS). The management options successfully implemented, will be described and discussed. The use of mobile hot cells and other operational and management tools will also be discussed. Identification of potential gaps and to ascertain whether any additional tools are needed to support Member States in the safe and secure management of high activity DSRS is desired. The review will assist in determining whether the existing tools and technologies need to be upgraded or optimized or if the existing tools are sufficient.

Target Audience

The participants should be managers, operators, users, or regulators who could potentially deal or have actually managed high-activity DSRS. The participants are requested to prepare briefing Power Point Presentation on the inventory and status of disused and in-use sealed radioactive sources of Category 1-2 in their country.

Working Language(s)

English

Expected Outputs

The meeting will focus on the exchange of information and practical experiences (described as: Project description, experience and lessons learned) regarding the following topics:

1. Establishment and maintenance of the National inventories of Category 1-2 DSRS, in use and disused;
2. Definition and implementation a National strategy for the management of Category 1-2 DSRS;
3. Decommissioning of practices/facilities where Category 1-2 were used;
4. Transport of Category 1-2 DSRS within the country;
5. Storage of Category 1-2 DSRS;
6. Removal of Category 1-2 DSRS for repatriation, recycling and/or reuse;
7. The use of mobile hot cells and other operational and management tools;

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 **15 April 2022**. 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. Further information can be found in the [Data Processing Notice](#) concerning IAEA InTouch+ platform.

National Presentations

The IAEA encourages participants to give presentations on the work of their respective institutions that falls under the topics listed above.

Participants who wish to give presentations are requested to submit an abstract of their work. The abstract will be reviewed as part of the selection process for presentations. The abstract should be in A4 page format, should extend to no more than three pages (including figures and tables). It should be sent electronically to Mr Juan Carlos Benitez Navarro, the Scientific Secretary of the event (see contact details below), not later than **18 March 2022**. Authors will be notified of the acceptance of their proposed presentations by **15 April 2022**.

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 **15 April 2022**.

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:

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.

IAEA Contacts

Scientific Secretary:

Mr Juan Carlos Benitez Navarro
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International Atomic Energy Agency
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AUSTRIA

Tel.: +43 1 2600 22673

Fax: +43 1 26007

Email: J.C.Benitez-Navarro@iaea.org

Administrative Secretary:

Mr Emrah Goek

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 24544

Fax: +43 1 26007

Email: E.Goek@iaea.org

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

Event Web Page

Please visit the following IAEA web page regularly for new information regarding this event:

www.iaea.org/events/EVT1905013

Participation Form

Technical Meeting on Lessons Learned from the Management of Disused High Activity Sources

IAEA Headquarters, Vienna, Austria and virtual participation via Cisco Webex

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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 Secretary J.C.Benitez-Navarro@iaea.org and to the Administrative Secretary E.Goek@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: 15 April 2022

Family name: (e.g. Smith)	First name(s): (e.g. John)	Mr/Ms
Institution:		
Full address:		
Tel. (Fax):		
Email:		
Nationality:	Representing following Member State/non-Member State/entity or invited organization:	
If/as applicable:		
Do you intend to make a presentation?	Yes	No
Would you prefer to attend virtually?	Yes	No
Title:		

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.

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Family name: (e.g. Smith)	First name(s): (e.g. John)	Mr/Ms:
Mailing address:	Tel.:	
	Fax:	
	Email:	
Date of birth (yyyy/mm/dd):	Nationality:	
I plan to attend virtually:	Yes <input type="checkbox"/> No <input type="checkbox"/>	

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 worked 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 _____