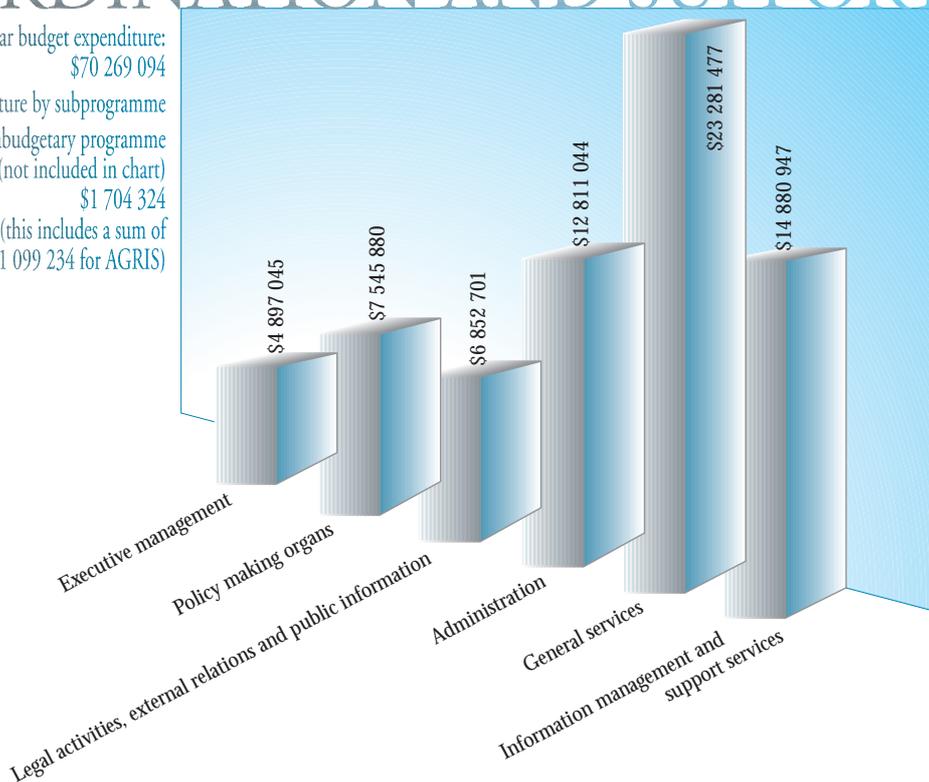


# POLICY MAKING, CO-ORDINATION AND SUPPORT

Regular budget expenditure:  
\$70 269 094  
Expenditure by subprogramme  
Extrabudgetary programme  
expenditure (not included in chart)  
\$1 704 324  
(this includes a sum of  
\$1 099 234 for AGRIS)



## Legal activities

In April, the Standing Committee on Liability for Nuclear Damage completed its mandate relating to the revision of the 1963 Vienna Convention by adopting two draft texts — one setting out amendments to the Vienna Convention and the other providing for a system of supplementary compensation in addition to that available under the Vienna and Paris Conventions as well as national legislation consistent with them. In June, the Board of Governors, having considered the report of the Standing Committee, authorized the Director General to convene a Diplomatic Conference. The Conference, held in Vienna in September, adopted the Protocol to Amend the Vienna Convention on Civil Liability for Nuclear Damage and the Convention on Supplementary Compensation for Nuclear Damage.

The Joint Convention on the Safety of Spent Fuel Management and on the Safety of Radioactive Waste Management was adopted on 5 September 1997 by a Diplomatic Conference convened by the Agency in

Vienna. The Joint Convention was opened for signature on 29 September 1997 during the 41st session of the General Conference. It will remain open for signature until its entry into force on the 90th day after the date of deposit with the Depository of the 25th instrument of ratification, acceptance or approval, including the instruments of 15 States each having an operational nuclear power plant.

The Agency provided legislative assistance regarding the use of nuclear energy to various Member States as part of a technical co-operation project. Assistance was also provided in drafting and/or amending national nuclear legislation in response to a number of requests from Member States.

## Public information

The range of information available on the Agency's World Wide Web site, *WorldAtom*, continued to expand during the year. Among the additions to the site were: an image database; short previews of Agency

films; and on-line versions of most major Agency publications, including the *IAEA Bulletin*, *IAEA Newsbriefs* and booklets on safeguards and technical co-operation. Links were also established to Web pages on nuclear safety and the activities of the Joint FAO/IAEA Division of Nuclear Techniques in Food and Agriculture.

The Agency's fortieth anniversary provided a key focus for public information activities and events in the second part of the year. For instance, a special anniversary edition and supplement to the *IAEA Bulletin*, both of which highlighted major achievements in the 1990s, were produced. The Russian edition of the *Bulletin* was also reintroduced. Finally, brochures on the Agency's technical co-operation and safeguards activities, and on the Agency as a whole were produced.

Two full length films were produced — one, *The Nuclear Age*, to mark the fortieth anniversary and the other, *A Farewell to Tsetse*, to mark the successful eradication of the tsetse fly in Zanzibar using the sterile insect technique. *A Farewell to Tsetse* was used by a number of television outlets, a method of dissemination which will be used increasingly through Worldwide Television News (WTN) in London, which delivers its products to broadcasters and cable networks around the world.

## Financial management

For 1997, the General Conference appropriated an amount of about \$222 million for the Agency's Regular Budget on the basis of an exchange rate of 12.70 Austrian Schillings to one United States dollar, of which \$217 million was related to Agency programmes. The latter amount was adjusted to \$227 million to account for the average United Nations exchange rate (12.04 Austrian Schillings to one US dollar) actually experienced during the year.

The Regular Budget for 1997, at an exchange rate of 12.04 Austrian Schillings to one US dollar, amounted to some \$232.1 million, of which \$221.8 million was to be financed from contributions by Member States on the basis of the 1997 scale of assessment, \$5.6 million from income from reimbursable work for others and \$4.7 million from other miscellaneous income.

The actual expenditures for the Agency's Regular Budget in 1997 amounted to some \$231 million, of

which \$224 million was related to the Agency's programmes. The unused budget from the Agency's programmes amounted to \$2 million, while the total unused budget was \$1.3 million when account was taken of reimbursable work for others.

The target for voluntary contributions to the Technical Co-operation Fund for 1997 was established at \$68 million, of which \$47.8 million was pledged by Member States.

A total of about \$42.4 million in extrabudgetary funds was provided by Member States, the United Nations, other international organizations and other sources during 1997. Of this amount, \$19.4 million was in support of safeguards, \$8 million was for technical co-operation projects, \$3.1 million for projects in food and agriculture, \$3.9 million for nuclear safety and \$2.5 million for implementation of United Nations Security Council Resolution 687 on Iraq. An amount of \$1.6 million (supplemented by the Agency's contribution of \$2.9 million) was in support of IAEA-MEL. The remaining \$3.9 million was in support of various other projects implemented by the Agency.

A total of \$0.8 million was administered on behalf of research institutions and \$2.5 million for the International Thermonuclear Experimental Reactor.

## Personnel management

The first cycle of the new Work Planning and Performance Review System for Agency staff was implemented. Out of a total of 2117 eligible staff, 1932 performance appraisal forms were processed.

A new electronic time recording system (the Time and Leave Management System) was introduced for Agency staff in July. The system is more efficient and less time consuming to maintain than the time card system that was previously in use.

A comprehensive review of the Agency's recruitment process was completed. The aims of the review were to increase the number of candidates from the target groups established by the General Conference — women and developing, under-represented and non-represented Member States — as well as to increase the transparency and objectivity of the selection process.

At the end of 1997, the number of staff members in the Secretariat was 2216 — 912 in the Professional and higher categories and 1304 in the General Service category. These figures represent 1650 regular, 274 temporary assistance and 203 extrabudgetary staff, as well as 63 cost free experts and 26 consultants. Ninety-four nationalities were represented among the 658 staff members in posts subject to geographical distribution.

## Computing services

Upgrading of the Agency's data processing network was completed. In parallel, network management routines and equipment were put into place. Among the benefits are faster access to servers and establishment of an in-house networking concept valid for the next five to ten years. The transfer of safeguards systems, including those in the Agency's offices in Toronto and Tokyo, to the Windows NT and MS Exchange environments was completed.

Encryption techniques and procedures were introduced to allow secure networking over the Internet. 'Firewall' security was improved and site restriction measures were added for Internet services. The evaluation, selection, testing and procurement of a virus protection software to be installed on workstations and servers was completed and installation on user workstations began in December.

During 1997, Microsoft Office 95 was approved as the Agency-wide standard for desktop software and all Agency desktop computers were converted to a standard operating system, Windows 95. These changes will not only improve information dissemination, but will lower information technology support costs.

An information service, *GovAtom*, which was started in 1997, provides on-line access to the working papers of the Board of Governors on a restricted basis for the authorized staff of Permanent Missions and Member States. By the end of the year, all such working papers were being made available on-line within a day of publication.

The operation of the *On-line Administrative Staff Information System* (OASIS), introduced at the end of 1996, was expanded to include access by all staff of numerous administrative and technical documents and forms.

The *Country Files System*, which provides staff with a simple means of accessing country related information, was extended and improved. Staff now have access to 20 internal databases and information sources as well as three external Web sites. The information which can be retrieved includes a country's nuclear infrastructure and the technical co-operation projects and research contracts in the country. The aim is to provide staff with comprehensive information covering all aspects of the Agency's activities in a country.

In an effort to streamline and improve communication with the Agency's counterparts in Member States, work started in 1997 on the development of an Agency-wide Contacts Information System. The first phase of the system, covering contact information for technical co-operation institutions, went into operation at the end of the year.

## Library services

The Library Expert Advisory Group, consisting of representatives from all programme areas of the Agency, was established. The main objective is to assess the value of the information sources planned for purchase and thus ensure the most efficient use of funds.

The relocation project within the Vienna International Centre (VIC) Library has improved user access to printed materials, made the main reference and lending services more available to all users and has established the infrastructure to provide users with more networked access to in-house and external electronic sources of information. The VIC Library's Intranet home page, *VICLNet*, was launched. The Library has also joined a consortium of United Nations system libraries to take advantage of joint subscription to information sources. Considerable cost savings can be achieved and duplication avoided through this initiative.

## Publishing services

One hundred and ten books, reports, journal issues and booklets were published in English during 1997. In addition, there were seven publications in French, nine in Russian and seven in Spanish. Of particular note were:

— *History of the International Atomic Energy Agency: The First Forty Years;*

- *International Atomic Energy Agency: Personal Reflections*;
- *IAEA Yearbook 1997*;
- *The Basic Safety Standards* (on diskette);
- *Fusion Energy 1996* (three volumes);
- *Harmonization of Health Related Environmental Measurements using Nuclear and Isotopic Techniques*;
- *Environmental Behaviour of Crop Protection Chemicals*;
- *Planning and Operation of Low Level Waste Disposal Facilities*;
- *Reviewing the Safety of Existing Nuclear Power Plants*;
- *Nuclear Desalination of Sea Water*.

## International Nuclear Information System

Latvia and the Republic of Moldova joined INIS in 1997, bringing the number of participating Member States to 101, together with 17 international organizations. The two millionth record reached the INIS database in October, while a total of 80 756 records of published literature were added to the database. The abstracting journal *INIS Atomindex* ceased publication. New retrieval software (BASIS) was selected to make the INIS database available on the World Wide Web. In addition, DOS and Windows versions of the FIBRE software were provided to 104 Members for the preparation of input to the database. An INIS database demonstration CD-ROM was produced and more than 1000 copies distributed to INIS Liaison Officers and potential customers. The database was also distributed on tape, cartridge or CD-ROM to 16 INIS Members, and continues to be available on-line from the Agency.

In 1997, the INIS Clearinghouse imaged the full text of approximately 4425 documents of non-conventional literature (reports, conference proceedings, dissertations, laws, etc.). To this were added 3552 other documents of non-conventional literature directly imaged by Member States for an overall total of over 26 086 individual items. Fifteen CD-ROMs of non-conventional literature were produced. By the end of 1997, the total INIS collection of non-conventional literature on microfiche was almost 363 038 documents.