



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

Workshop to Exchange Experience among Trainers on the IAEA's Models for Energy System Planning

**IAEA Headquarters
Vienna, Austria**

7–10 July 2020

Ref. No.: EVT1904579

Information Sheet

Introduction

The Planning and Economic Studies Section within the International Atomic Energy Agency's (IAEA's) Department of Nuclear Energy is helping Member States to strengthen their capabilities for the elaboration of sustainable energy strategies and to identify the potential role of various energy technologies, including nuclear power, in such strategies. External experts play an important role in the IAEA's provision of capacity-building support to Member States for the comprehensive analysis of energy systems and planning. They make a critical contribution to training events on the use of analytical tools organized by the IAEA. The experience accumulated by those involved in conducting such training events is of considerable value and should be shared among them as well as with other experts. Face-to-face sharing of experiences is a suitable way for passing on knowledge among trainers and for reinforcing lessons learned in the field when performing capacity building related to the IAEA's analytical tools for energy planning.

Objectives

The purpose of this workshop is to:

- a) enable participants to share experiences related to training events they have conducted on the IAEA's analytical tools for energy planning;

- b) reinforce the lessons learned from these experiences; and
- c) make recommendations for the improvement of future training events and materials.

The workshop will consist of a series of presentations by the experts, which will be followed by discussions in groups and deliberations. Presentations will focus on sharing experts' experiences related to conducting training activities and solving modelling challenges and issues using the IAEA's energy planning tools. Based on review and discussions the participants will provide a series of recommendations that will contribute to the ongoing improvement of the IAEA's training events in this area.

Target Audience

The workshop will be attended by energy professionals/experts with experience in conducting training courses on energy planning using the IAEA's analytical tools and representatives of international organisations providing capacity building services and/or cooperating with the IAEA on this. The participants can come from national energy/electricity planning organizations, utilities, research institutions, academia and international/regional organisations.

Working Language(s)

English

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 **1 May 2020**. 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 above deadline.

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

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 **1 May 2020**.

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:

<http://www-pub.iaea.org/iaeaevents/GeneralInfo/Guide/VIC>.

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.

Organization

Scientific Secretary

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AUSTRIA

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Fax: +43 1 26007

Email: E.T.B.Hartzell@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 Secretaries.

Participation Form

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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 M.Tot@iaea.org and to the Administrative Secretary V.Gartner@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: 1 May 2020

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 submit a paper?	Yes	No
Would you prefer to present your paper as a poster?	Yes	No
Title:		

Grant Application Form

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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:	

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**
