



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: **EVT1904507**

Dial directly to extension: (+43 1) 2600-22833

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 Case Studies for Developing a Comprehensive Report on Phase 1 of the IAEA's Milestones Approach** (hereinafter referred to as "event"), which had to be postponed owing to the COVID-19 outbreak and will now be held at the IAEA's Headquarters in Vienna, Austria, from **29 September to 2 October 2020**.

The purpose of the event is to collect input to develop a comprehensive report on Phase 1 of the IAEA's Milestones approach, and to provide a platform for the exchange of information and for learning relevant lessons from Member State experience and current practices.

The attached Information Sheet provides further details of the event.

The event will be held in English.

Member States are informed that designations already received for this event will remain valid. Should Member States not have submitted any designations or wish to change their designation, they 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 **30 June 2020** 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 Frederic Bourdin, Division of Nuclear Power, Department of Nuclear Energy (Email: F.Bourdin@iaea.org), and to the Administrative Secretary, Ms Valentyna Dzyubenko (Email: V.Dzyubenko@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.

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.



2020-05-12

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



Technical Meeting on Case Studies for Developing a Comprehensive Report on Phase 1 of the IAEA's Milestones Approach

**IAEA Headquarters
Vienna, Austria**

29 September–2 October 2020

Ref. No.: EVT1904507

Information Sheet

Introduction

A nuclear power programme is a major undertaking requiring careful planning, preparation and investment in time, institutions and human resources. While nuclear power is not alone in this respect, it is different because of the perception associated with using nuclear material, as well as the safety, security and safeguards requirements. The IAEA's Milestones approach identifies 19 infrastructure issues that should be addressed in each of the 3 phases of the development of the nuclear infrastructure for a nuclear power programme.

One of these infrastructure issues focuses on building and communicating the national position regarding the intent to develop a nuclear power programme. It suggests that a comprehensive report should be prepared by the nuclear energy programme implementing organization (NEPIO) by the end of Phase 1, and that the report should provide a rationale for the programme and support the government in its decision-making process.

Interactions with Member States have shown a variety of practices with regard to the format, content and approval process for such a report. Member States have also expressed a wish for further guidance to be developed by the International Atomic Energy Agency (IAEA) on this topic.

Objectives

The purpose of the event is to collect input to develop a comprehensive report on Phase 1 of the IAEA's Milestones approach, and to provide a platform for the exchange of information and for learning relevant lessons from Member State experience and current practices.

The event will provide an opportunity for the IAEA to present the current status of the its programme for embarking countries, and for Member States to share their experience and lessons learned on this topic, particularly on the following aspects:

- Stakeholders in the development of the comprehensive report;
- Timescale for the development of the comprehensive report;
- Inputs for the comprehensive report;
- Structure and size of the comprehensive report (executive summary, annexes, how it reflects the 19 infrastructure issues, etc.);
- Rationale for selecting/rejecting the nuclear option;
- Communication with stakeholders during preparation of the comprehensive report;
- Validation process;
- Institutions involved in final decisions and related communication; and
- Lessons learned.

Expected Outputs

The outputs of this Technical Meeting will be used to prepare training materials for embarking countries that are developing similar reports. It will also be used to develop a document supporting the IAEA's Nuclear Infrastructure Bibliography.

Target Audience

Participation is open to qualified participants from Member States that are considering, planning, or implementing new or expanding nuclear power programmes, preferably from the main organizations involved in the programme (Government, NEPIO, regulatory bodies, utilities).

Prospective participants should be (or should have been) actively involved in the preparation and submission of the comprehensive report in their respective countries and be familiar with the related IAEA publications.

Prior to the event, participants are expected to complete the IAEA e-learning module [Building a National Position, Energy Planning](#) (a module in the IAEA's E-learning for Nuclear Newcomers series).

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 **30 June 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 the above deadline.

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

Please note that the IAEA is in a transition phase to manage the entire registration process for all regular programme events electronically through the new InTouch+ (<https://intouchplus.iaea.org>) facility, which is the improved and expanded successor to the InTouch platform that has been used in recent years for the IAEA's technical cooperation events. Through InTouch+, prospective participants will be able to apply for events and submit all required documents online. National authorities will be able to use InTouch+ to review and approve these applications. Interested parties that would like to use this new facility should write to: InTouchPlus.Contact-Point@iaea.org.

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 **30 June 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.

IAEA Contacts

Scientific Secretary:

Mr Frederic Bourdin

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International Atomic Energy Agency
Vienna International Centre
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1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22833

Fax: +43 1 26007

Email: F.Bourdin@iaea.org

Administrative Secretary:

Ms Valentyna Dzyubenko

Division of Nuclear Power
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 26736

Fax: +43 1 26007

Email: V.Dzyubenko@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.

Participation Form

Technical Meeting on Case Studies for Developing a Comprehensive Report on Phase 1 of the IAEA's Milestones Approach

IAEA Headquarters, Vienna, Austria

29 September–2 October 2020

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 F.Bourdin@iaea.org and to the Administrative Secretary V.Dzyubenko@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: 30 June 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
