

**TERMS OF REFERENCE FOR THE
TECHNICAL WORKING GROUP ON NUCLEAR FUEL CYCLE OPTIONS
AND SPENT FUEL MANAGEMENT (TWGNFCO)**

The Technical Working Group on Nuclear Fuel Cycle Options and Spent Fuel Management (TWGNFCO) is a group of experts to provide advice and support programme implementation, reflecting a global network of excellence and expertise in the area of fuel cycle options and spent fuel management.

I. SCOPE

The TWGNFCO will focus its work on nuclear fuel cycle options and spent fuel management. It will cover back-end fuel cycle policies and strategies, spent fuel management (including storage and reprocessing and recycling), innovative fuel cycles and nuclear materials management. It will give due recognition to all relevant aspects including safety, economy, health, environmental implications and non-proliferation.

II. FUNCTIONS

The functions of the TWGNFCO are:

- a) To provide advice and guidance, and to marshal support in their countries for implementation of the Agency's programmatic activities in areas covered by the above scope statement;
- b) To provide a forum for information and knowledge sharing on national and international programme development in areas covered by the above scope statement;
- c) To act as a link between the Agency's activities in specific area and national scientific communities, delivering information from and to national communities;
- d) To provide advice on preparatory actions in Member States and the Agency's activities in planning and implementing coordinated research projects, collaborative assessments and other activities as well as the review of results in areas covered by the above scope statement;
- e) To develop and/or review selected documents from the Nuclear Energy Series, assess existing gaps and advise on preparation of new documents, in the scope of their field of activity;
- f) To identify important topics for discussion at SAGNE and contribute to status reports, technical meetings and topical conferences in fields covered by the above scope statement;
- g) To encourage participation of young professionals, as appropriate, in Agency activities.

III. MEMBERSHIP

Members of the TWGNFCO shall be appointed by the Deputy Director General for Nuclear Energy following consultation with the respective national authorities or organizations.

Members of the TWGNFCO:

- Shall be recognized experts in the nuclear fuel cycle including spent fuel management having extensive links with national technical communities;
- Are to serve for a standard length of four years
- Shall participate in the Group in their personal capacity and shall provide as appropriate views on national policies and strategies in the technical field;

- May as appropriate bring experts to provide additional information and share experience in the meetings of the TWGNFCO.

The total membership of the TWGNFCO shall not exceed 20 members.

The Deputy Director General of the Department of Nuclear Energy may from time to time also co-opt additional members and/or invite observers from other Member States and international or regional organizations on an ad-hoc or continuing basis.

IV. CHAIR

The Chair of the TWGNFCO shall be selected from the members of the TWGNFCO by the Deputy Director General for Nuclear Energy.

V. SECRETARIAT AND ADMINISTRATIVE AND TECHNICAL SUPPORT

Within available resources, the Deputy Director General for Nuclear Energy will provide for administrative and secretariat services required by the TWGNFCO, including meeting facilities, maintenance of records and distribution of documents. The IAEA shall provide the services of a scientific secretary. Support, when required, will be provided by managers/staff from NE, or other relevant department.

VI. METHODS OF WORK AND DELIVERABLES

Except as otherwise herein stated, the TWGNFCO will determine its own methods of work, including establishment of special groups, keeping of records and other procedures, and report on its findings to SAGNE. TWGNFCO meeting agendas and reports will be prepared by the Agency Secretariat and cleared by the Chair prior to subsequent dissemination. Each member will be expected to present a report at the TWGNFCO meetings, with emphasis on special topics identified by the Secretariat well in advance of the meeting.

The activity of the TWGNFCO between periodic meetings shall be coordinated by the Scientific Secretary taking into due consideration the relevant recommendations of the TWGNFCO and SAGNE.

Following each meeting, the TWGNFCO shall provide the Deputy Director General for Nuclear Energy with a report on its achievements and recommendations. The report shall also be published on the Agency website in a format and content agreeable to all members.

The Chair of the TWGNFCO shall communicate to SAGNE recommendations for strategic development or other important topics to be discussed at SAGNE meetings.

VII. MEETINGS

The TWGNFCO will meet at regular intervals but not more than once in a year with each meeting lasting not more than five working days. Extraordinary meetings may be called when required.

Meetings will be conducted in English only.

VIII. COSTS

The IAEA is not in a position to bear the travel and other costs of members to attend meetings. All costs involved in the participation of each member, including travel and per diem expenses, shall in general be supported by the nominating Member State/organization. However, the IAEA may contribute to the cost of attendance of members from developing countries, if sufficient funds are available and if a significant contribution can be made to the meeting by the respective members.