



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

Vienna International Centre, PO Box 100, 1400 Vienna, Austria

Phone: (+43 1) 2600 • Fax: (+43 1) 26007

Email: Official.Mail@iaea.org • Internet: <https://www.iaea.org>

In reply please refer to: EVT1904675

Dial directly to extension: (+43 1) 2600-22788

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 Sustaining Operational Excellence at Nuclear Power Plants in a Changing Global Business Climate** (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 **24 to 26 November 2020**.

The purpose of the event is to share among Member States with operating (or soon-to-be operating) nuclear power plants experience, good practices and lessons learned in achieving, sustaining and improving operational excellence under changing economic and business conditions. The event will also enable Members States to review and provide feedback on a draft IAEA guidance document on operational excellence.

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 **15 September 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 Akira Kawano, Division of Nuclear Power, Department of Nuclear Energy (Email: A.Kawano@iaea.org) and to the Administrative Secretary, Ms Lilly Makil (Email: L.Makil@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.

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Enclosures: Information Sheet

Participation Form (Form A)

Grant Application Form (Form C)