1.0 OPENING SESSION

1.1 Opening Remarks IAEA

Mr. P-S Hahn, Director, Division of Radiation, Transport and Waste Safety, welcomed all participants and formally opened the twenty third meeting of the Transport Safety Standards Committee (TRANSSC). He mentioned the important agenda item for the week, being the review and resolution of 120 day Member State comments and approval of the final draft. He also mentioned training in some new software that the agency is employing in its work in reviewing and revising safety standards. The outcome of the past week’s transport conference in conjunction with direction from the General Conference will have significant impact in determining the future programme for transport work at the Agency. It is important for TRANSSC to be aware of this when providing advice on work priorities.

A full copy of his comments is attached as Annex 1

1.2 Remarks from Chair of TRANSSC

Mr Bill Brach, thanked Mr. Hahn for opening the meeting and for his summary of important topics at this TRANSSC meeting. He also welcomed all Member State representatives, delegation members, observers and other visitors to the TRANSSC 23. He re-iterated that the highest priority actions for this meeting are the review, disposition and closure on all Member State comments on the proposed revision of TS-G-1.1.

Another important meeting agenda topic was the discussion of the draft TRANSSC Three Year Work Plan for 2011-2013 as was discussed at TRANSSC 22. The Draft Three Year Work Plan as posted on the TRANSSC 23 web page, summarizes and provides a proposed prioritization of the activities that TRANSSC and the Transport Safety Unit should consider in the next three years.

A full copy of his comments is attached as Annex 2

2.0 ADMINISTRATIVE ITEMS

2.1 Conduct of the meeting

2.1.1 The provisional TRANSSC 23 agenda was reviewed and adopted.

**TRANSSC DECISION: TRANSSC 23 AGENDA, REV 0, AND DRAFT 4 APPROVED**

2.1.2 Terms of Reference
The chair reviewed the TRANSSC Terms of Reference for the 2011-2013. No comment was received and they were endorsed by the meeting.

**TRANSSC DECISION: TRANSSC TERMS OF REFERENCE ACKNOWLEDGED AND ACCEPTED**

2.1.3 Administrative Meeting arrangements

Mr Stewart provided administrative information.

2.2.1 Review of Previous Meeting report

2.2.1 No comments were received on the TRANSSC 22 Rev 1 draft meeting report as posted

**TRANSSC DECISION: MEETING REPORT FOR TRANSSC 22, REV 1, WAS APPROVED AS REVISED AND POSTED ON THE TRANSSC 23 WEB PAGE ON 20 OCTOBER**

2.2.2 TRANSSC Action Record Sheet

Mr Stewart presented the TRANSSC Action Record Sheet (Annex 4) that recorded the status of action items resulting from previous TRANSSC meetings

**TRANSSC DECISION: TRANSSC ACCEPTED THE TRANSSC ACTION RECORD SHEET AS UPDATED TO INCLUDE THE TRANSSC 22 ACTIONS**

2.2.3 Chair report for CSS 30

The chair provided the proposed presentation regarding TRANSSC 23 activities at CSS meeting commencing 31 October.

2.3 Topical briefing

2.3.1 Transport Conference

2.3.2 General Conference

3.0 REVIEW OF SAFETY STANDARDS FOLLOWING FUKUSHIMA
3.1. Status reports

3.1.1 Report of Ministerial Conference

3.1.2 Report of TRANSSC Member from Japan

3.1.3 Fukushima Action Plan

3.2 Safety Standards Action Plan

3.2.1 Presentation of plan

3.2.1 Review of standards in plan

TRANSSC DECISION: TRANSSC APPROVED THE METHODOLOGY DESCRIBED IN THE IAEA ACTION PLAN FOR REVIEW OF SAFETY STANDARDS

3.3 Transport Safety Standards

3.3.1 Review of Transport Safety Standards

3.3.2 Gap analysis

3.3.3 Input to Safety Standards Action Plan

TRANSSC ACTION: SECRETARIAT TO PROVIDE LIST OF POSSIBLE TRANSPORT ACTIONS IDENTIFIED FROM FUKUSHIMA LESSONS LEARNED TO TRANSSC MEMBERS BY END DECEMBER 2011.

TRANSSC ACTION: TRANSSC MEMBERS TO PROVIDE COMMENTS AND RECOMMENDATIONS ON LIST OF POSSIBLE TRANSPORT ACTIONS TO SECRETARIAT BY 31 JANUARY 2011.

4.0 TRANSSC WORK NOW AND IN THE FUTURE

4.1 Review of work plans for TRANSSC and Transport Safety Unit
4.1.1 Survey and priorities

4.1.2 Priority list developed by chairman

4.1.3 Review of feedback on plan for review/revision of TS-R-1

TRANSSC DECISION: TRANSSC APPROVED THE TRANSSC THREE YEAR WORK PLAN AS REVISED DURING MEETING DELIBERATIONS AND POSTED ON THE TRANSSC W23 WEB PAGE ON 27 OCTOBER

TRANSSC ACTION: TRANSSC MEMBERS ARE REQUESTED TO REVIEW THE IAEA ONLINE LIST OF NATIONAL COMPETENT AUTHORITIES FOR TRANSPORT AND TO PROVIDE BY 31 DECEMBER UPDATES OF NATIONAL INFORMATION OR PROVIDE CONFIRMATION THAT THE ONLINE INFORMATION IS CORRECT.

TRANSSC ACTION: SECRETARIAT TO PROVIDE TRANSSC MEMBERS REVISED QUALITY PLAN WHEN IT IS UPDATED

4.2 Use of Sharepoint

4.2.1 Background

4.2.2 Training in Sharepoint

4.2.3 Uses of Sharepoint

TRANSSC ACTION: SECRETARIAT TO PROVIDE INSTRUCTIONS IN THE MEETING REPORT ON HOW TO ENROLL IN THE IAEA GNSSN AND NUCLEUS SHAREPOINT ONLINE SITE

5.0 THE DEVELOPMENT OF DOCUMENTS/PRODUCTS

5.1 Transport Safety Standards update and approval as required

5.1.1 TS-R-1
5.1.2 TS-G-1.2
5.1.3 TS-G-1.3
5.1.4 TS-G-1.4
5.1.5 TS-G-1.5
5.1.6 TS-G-1.6

5.2 DPP Approval

5.2.1 DS 458 radiation safety and regulatory control of consumer products

5.3 Draft Safety Standards approval
5.4 Final document approval

5.4.1 DS 425 TS-G-1.1
5.4.2 DS 429 External expert support on safety issues

5.5 Information from other UN/International bodies on their documents

5.5.1 UN papers of interest
5.5.2 Interface with the UN
5.5.3 ICAO
5.5.4 IMO
5.5.5 IATA
5.5.6 EC

6.0 THE DEVELOPMENT OF IAEA SECURITY DOCUMENTS

6.1 Nuclear Security Update

7.0

7.1

8.0 Other Business

8.1

8.2

9.0 Agenda for TRANSSC 24

Mr Brach noted that a few topics have already been identified for discussion at the next TRANSSC meeting in October 2011, including review of revisions to TS-G-.1.1 to conform to TS-R-1 20XX Edition, TS-G-1.2 on emergency preparedness, and development of a three year work plan for TRANSSC for the new term 2011-2013. Mr Brach invited TRANSSC members to submit any additional suggestions for the TRANSSC 23 agenda to him and Mr Stewart.

10.0 REVIEW OF DRAFT MEETING REPORT

11.0 CLOSE OF MEETING
Annex 1

Good Morning Ladies and Gentlemen,

I am pleased to welcome each of you here to Vienna today, and to formally open the twenty third meeting of the Transport Safety Standards Committee (TRANSSC).

This week you will receive training in some new software that the agency is employing in its work in reviewing and revising safety standards. I hope you will find this helpful in your future work.

However, you will be aware that the Agenda for this meeting has a very important subject:

- Addressing Member State comments for TS-G-1.1 and approving the final draft.

The process of revision of TS-G-1.1 has several steps, as set out in the SPESS manual. This is the step of approving the final draft – making sure we have addressed Member state comments. This follows on from the revision of TS-R-1 – and it has been noted that it is important to revise these in parallel.

You will also be aware that there has been a conference dealing with transport in the past week here in Vienna. This conference will have significant impact in determining the future programme for transport work at the Agency. The outcome of this conference, in conjunction with the direction of the General Conference, is important for you to be aware of in your advice on priorities. We will provide you reports on both.

Welcome to Vienna. I wish you all a very productive meeting. I hope you will not only take the time to work hard, but you will spend time in the events we have organised getting to know each other. On Wednesday it is the Austrian national holiday, and I understand that a special event has been arranged. I hope you enjoy the day.

Now I would like to introduce Mr. William Brach of the United States of America, the chair of TRANSSC. You have a very heavy workload ahead of you this week and I am confident that under the leadership of Mr. Brach, it will be possible to achieve the intended results.

Thank you.
OPENING REMARKS FOR THE 23rd MEETING OF THE TRANSPORT SAFETY STANDARDS COMMITTEE (TRANSSC)

BILL BRACH, CHAIRMAN

I want to “Thank” Mr. Hahn for opening the meeting and for his summary of important topics for our discussion and action at this TRANSSC meeting. As Mr. Hahn noted, transport continues to receive significant attention as reflected in the safety resolution approved by the General Conference last month, and as reflected in the discussions last week at the transport safety and security conference. We will be hearing more about these outcomes later in this meeting.

I also want to welcome all Member State representatives, delegation members, observers and other visitors to our TRANSSC 23rd committee meeting.

You are aware that we have a mid-week interruption in our TRANSSC meeting due to the Austrian National Holiday on Wednesday. However, we do have a reasonably full agenda to complete this week, including a few very important discussion and decision topics. One of the highest priority actions for this meeting is our review, disposition and closure on all Member State comments, TRANSSC member comments and others’ comments on the proposed revision of TS-G-1.1. I want to recognize the superb work done by Ms. Nancy Capadona to compile the revision of TS-G-1.1 to conform with the final approved revisions to TS-R-1 20XX Edition. Through Nancy’s efforts we have the final proposed draft of TS-G-1.1 ready and available for review at this meeting. I also want to take this opportunity to extend to Nancy a big “Welcome” from TRANSSC as she has now joined the IAEA Secretariat in the Transport Safety Unit.

Another important meeting agenda topic that I want to highlight is our discussion of the draft TRANSSC Three Year Work Plan for 2011-2013. You may recall that at our last TRANSSC meeting, we discussed candidate work/tasks to consider in our future work. In the draft Three Year Work Plan posted on the TRANSSC 23 web page, I summarized and provided a proposed prioritization of the activities that TRANSSC and the Transport Safety Unit should consider in the next three years. I look forward to our discussion and decisions to be reached in planning our work activities for the new three year term.

There has also been much additional activity within the transport arena since our June TRANSSC meeting that we will address this week. Jim Stewart will provide an overview of the successful transport conference held last week here in Vienna. Many of us also participated in the conference. Yongkang Zhou will provide an update on his work to achieve resolution and closure on the request to obtain a new UN number for transport of 100 grams or less of UF6, and his work to bring TS-R-1 20XX Edition to CSS next week for CSS endorsement. Ms. Kasturi Varley will update us on the revisions to emergency response safety guidance. I will add a note that this topic was also addressed in the General Conference safety resolution. The last topic I want to highlight is the ongoing collaboration with the UN Subcommittee of Experts on the Transport of Dangerous Goods. I want to recognize and “Thank” Mr. Kervella for his insight and support in developing the paper,
TRANSSC Review of Proposed Changes to the UN Model Regulations. We are striving to improve coordination with the UN Subcommittee of Experts on Transport of Dangerous Goods, and achieve improved harmonization with the UN Model Regulations, the UN Orange Book.

For your planning purposes, I anticipate that our meeting will close around noon on Friday. Now, as I say that, I am sure you all recall that I made a similar statement at our meeting in June. And yes, I too recall that we did not end until late Friday afternoon. I will do my best to keep us on schedule this week, but, as always, full consideration of our agenda topics takes precedence in determining the schedule.

As I noted, Wednesday of this week is an Austrian National holiday. The Vienna International Center will be closed, buttoned up may be a more descriptive term. We explored the possibility and cost to arrange for our meeting to continue on Wednesday, but that simply is not a practicality. We all recognize that TRANSSC members enjoy our social gatherings and Jim has organized an activity on Wednesday to help us explore new adventures and venues around Vienna. I believe that Jim will address this activity a little later in our meeting.

Before I close my opening remarks I want to recognize Ms. Marlie Rieder and note that she will be leaving the Transport Safety Unit starting next week to support another IAEA organization. On behalf of TRANSSC I Thank her for her outstanding support and wish her well in her new assignment.

I also want to recognize Mr. Yongkang Zhou who is attending his last TRANSSC meeting as a member of the Transport Safety Unit. Mr. Zhou will be returning home to China next year. Mr. Zhou’s outstanding ability to get work done, and his incredible support to the Transport Safety Unit and to TRANSSC will be sorely missed. Mr. Zhou, we Thank You; we will miss you; we hope our paths will cross again at future TRANSSC or other transport meetings; and we wish you the best in your future endeavors. Thank you!

And now, if you all are ready, we can move to our next agenda item, item 2.1, which is review and approval of the TRANSSC 23 meeting agenda.

Thank you!

Annex 3
TRANSSC 23
AGENDA

24 OCTOBER 1400 (2PM)

IAEA, BOARD ROOM
24 OCTOBER **1400 (2PM)**
IAEA, BOARD ROOM

### 1.0 OPENING SESSION (Monday 1400-1430)

**Purpose**
- To Welcome Participants
- To provide TRANSSC Direction for the Meeting

**1.1. Opening Remarks**
1. Pil-Soo Hahn Director NSRW
2. Chair – Bill Brach

**Output Required**
- None – For information only

### 2.0 ADMINISTRATION ITEMS (Monday 2.1 1430-1445; 2.2 1445-1515; 2.3 1545-1630)

**Purpose**
- To establish a clear set of guidelines for the conduct of TRANSSC
- To adopt the agenda
- To inform TRANSSC of the Administrative arrangements
- To make people aware of key discussion topics
- To provide follow up to previous meetings and related administrative matters

**2.1. Conduct of the Meeting**
1. Agenda – Bill Brach
2. Terms of Reference – Bill Brach
3. Administrative Meeting Arrangements – Jim Stewart

**2.2. Review of previous meeting**
1. Previous meeting report– Bill Brach
2. Actions – Jim Stewart
3. Chair report for CSS 30 – Bill Brach

**2.3. Topical briefing**
1. Report of Transport Conference
2. Report of General Conference

**2.4. Other admin items**
1. 
## 3.0 REVIEW OF SAFETY STANDARDS FOLLOWING FUKUSHIMA
*(Tuesday 0900-1200)*

<table>
<thead>
<tr>
<th>Purpose</th>
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<tbody>
<tr>
<td>To review Safety Standards in the light of Fukushima</td>
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### 3.1 Status reports
- Report of Ministerial Conference
- Report of TRANSSC Member from Japan
- Fukushima Action Plan

### 3.2 Safety Standards Action Plan
- Presentation of plan, Dominique Delattre
- Review of standards in plan

### 3.3 Transport Safety Standards
- Review of Transport Safety Standards
- Gap analysis
- Input to Safety Standards Action Plan

## 4.0 TRANSSC WORK NOW AND IN THE FUTURE *(Tuesday 4.1 1200-1230; 4.2 1400-1700)*

<table>
<thead>
<tr>
<th>Purpose</th>
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<tr>
<td>To provide feedback to TRANSSC Members</td>
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### 4.1 Review of work plans for TRANSSC and Transport Safety Unit
- Survey and priorities Jim Stewart
- Priority list developed by chairman
- Review of feedback on plan for review/revision of TS-R-1

### 4.2 Use of Sharepoint
- Background Jim Stewart Bernard Jeanin
- Training in Sharepoint Nikolay Douchev-Schachner
- Uses of Sharepoint Jim Stewart

## Output Required
- Approved agenda
- Approved TRANSSC 22 Meeting Report
- Updated action record sheet

- Updated Safety Standard Action Plan

- Approval of TRANSSC Three Year Work Plan
- Offers of assistance
## 5.0 THE DEVELOPMENT OF DOCUMENTS/PRODUCTS (5.1 Tuesday 1700-1730; 5.2 Monday 1630 -1700;5.4 Thursday 0900-1630; 5.5 1630-1730)

**Purpose**
- To inform TRANSSC about the status of safety standards
- To comment on and decide on whether to approve documents sent to TRANSSC
- To inform TRANSSC about the status of other relevant requirements

### 5.1. Transport Safety Standards update and approval as required

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<tbody>
<tr>
<td>1.</td>
<td>TS-R-1 Jim Stewart</td>
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<td>2.</td>
<td>TS-G-1.2 Kasturi Varley</td>
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<td>3.</td>
<td>TS-G-1.3 Kasturi Varley</td>
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<td>4.</td>
<td>TS-G-1.4 Nancy Capadona</td>
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<td>5.</td>
<td>TS-G-1.5 Nancy Capadona</td>
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<td>6.</td>
<td>TS-G-1.6 Yongkang Zhao</td>
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### 5.2. DPP Approval

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<td>1.</td>
<td>DS 458 Radiation safety and regulatory control of consumer products - Tony Colgan</td>
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### 5.3. Draft Safety Standards approval

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### 5.4. Final document approval

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<tr>
<td>1.</td>
<td>DS 425 TS-G-1.1 Nancy Capadona</td>
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<td>2.</td>
<td>DS 429 External expert support on safety issues - Bernard Jeanin</td>
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### 5.5. Information from other UN/International bodies on their documents

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<td>1.</td>
<td>UN papers of interest – Jim Stewart</td>
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<td>2.</td>
<td>Interface with the UN – Jim Stewart</td>
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<td>3.</td>
<td>ICAO</td>
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<td>4.</td>
<td>IMO</td>
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<td>5.</td>
<td>IATA</td>
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<td>6.</td>
<td>EC</td>
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**Output Required**
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## 6.0 THE DEVELOPMENT OF IAEA SECURITY DOCUMENTS (Friday 0900-0930)

**Purpose**
- To inform TRANSSC about the status of security standards

### 6.1. Nuclear Security Update

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<tbody>
<tr>
<td>1.</td>
<td>NSNS- Ann-Margreth Eriksson-Eklund</td>
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**Output Required**
- None – For information only
### 7.0 DENIAL OF SHIPMENTS (Friday 0930-1030)

**Purpose**
- To inform TRANSSC on the work of the steering committee on delay and denial
- To provide TRANSSC input to the work of the International Steering Committee on Denial (ISC)

#### 7.1. Update on Denial and Delay

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<tr>
<th>Output Required</th>
<th>1. Report from chair ISCDOS Paul Gray</th>
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<tr>
<td></td>
<td>A list of any information for the ISC</td>
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### 8.0 OTHER BUSINESS (Friday 1030-1100)

**Purpose**
- To inform TRANSSC on other issues

#### 8.1. Updates from other International Organizations

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#### 8.2. Other Items

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<th>Output Required</th>
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### 9.0 AGENDA FOR NEXT TRANSSC (Friday 1100-1115)

**Purpose**
- To identify items for the next TRANSSC meeting TRANSSC 24 16-20 July 2012

#### 9.1. Items of interest for TRANSSC

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<thead>
<tr>
<th>Output Required</th>
<th>1. Bill Brach</th>
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<tbody>
<tr>
<td></td>
<td>A list of items to be considered for the next TRANSSC agenda</td>
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### 10.0 REVIEW OF DRAFT MEETING REPORT (Friday 1115-1130)

**Purpose**
- To approve the report of TRANSSC

#### 10.1. Review of Actions in Meeting Report

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<tr>
<th>Output Required</th>
<th>1. Bill Brach</th>
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<tbody>
<tr>
<td></td>
<td>Agreed list of actions</td>
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### 11.0 CLOSE OF MEETING (Friday 1130-1200)

**Purpose**
- To summarise the meeting results
- To thank participants for their work
A. The dates of the meeting are 24, 25, 27, 28 October 2011

B. Plenary will convene in the IAEA Board Room.

C. The working times for the meeting will be:
   - 1400 to 1700 on Monday,
   - 0900 to 1730 on Tuesday and Thursday,
   - 0900 to 1700 on Friday, aiming to complete by 1200

D. Breaks will be taken mid-morning (around 1030) and mid-afternoon (around 1530) each day.

E. Lunch will be from 1200 hours to 1330 hours each day or at alternate times at the discretion of the Meeting Chair.

F. A special event for participants and accompanying persons will be arranged for 26 October.

G. You are kindly requested to be at Checkpoint 1 of the Vienna International Centre (VIC) at least one hour before the meeting starts to allow adequate time for our Pass Office to issue your photo badge. The Pass Office opens at 08:00.

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<tr>
<th>Output Required</th>
<th>Closing Remarks</th>
<th>1. Bill Brach</th>
<th>2. Pil-Soo Hahn</th>
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<tbody>
<tr>
<td>• None – For information only</td>
<td>11.1. Closing Remarks</td>
<td>1. Bill Brach</td>
<td>2. Pil-Soo Hahn</td>
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<td>2. Pil-Soo Hahn</td>
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<td>• None – For information only</td>
<td>11.1. Closing Remarks</td>
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<td>2. Pil-Soo Hahn</td>
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<td>11.1. Closing Remarks</td>
<td>1. Bill Brach</td>
<td>2. Pil-Soo Hahn</td>
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<tr>
<td>NUMBER</td>
<td>RECOMMENDATIONS/ACTIONS</td>
<td>DUE</td>
<td>RESPONSIBILITY</td>
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<tr>
<td>17.7</td>
<td>RECOMMENDATION</td>
<td>As required.</td>
<td>Secretariat</td>
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<tr>
<td></td>
<td>The Secretariat should promote the use of such a code [INTERTRAN] but may not have a role in the development of a risk assessment code.</td>
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<tr>
<td>18.6</td>
<td>Database Decision</td>
<td>TRANSSC 20</td>
<td>TRANSSC Members/Secretariat</td>
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<tr>
<td>19.2</td>
<td>RECOMMENDATION</td>
<td></td>
<td>The Secretariat</td>
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<td></td>
<td>To investigate organizing a workshop for member states to share information and experiences related to recorded incidents/events, and lessons learnt from such experiences.</td>
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<tr>
<td>19.13</td>
<td>ACTION</td>
<td>TRANSSC members</td>
<td>No information requested</td>
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<td></td>
<td>To inform Board representatives of the importance of a TSA for transport</td>
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<td>20.4</td>
<td>ACTION</td>
<td>as soon as possible</td>
<td>The Secretariat</td>
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<td>discuss UNOB revisions, in particular the need for a new UN number for small quantities of UF6 with UNECE.</td>
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