The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the Ministries of Foreign Affairs of Member States and has the honour to request that they draw the attention of all appropriate governmental authorities to the forthcoming Technical Meeting on Self-Assessment of National Regulatory Infrastructure for Nuclear and Radiation Safety. The meeting will be held at the IAEA Headquarters in Vienna, Austria from 16 to 19 December 2008.

The main objective of the meeting is to discuss and obtain feedback from Member States on an approach to self-assessment and a methodology by which regulatory bodies responsible for regulatory control of nuclear and radiation safety may self-assess their regulatory framework and activities relative to international undertakings, standards and guidance. This draft methodology is compatible with the IAEA’s Integrated Regulatory Review Service (IRRS) and Self-Assessment Tool (SAT) software and may also be used as part of the continuous improvement of regulatory bodies’ internal management systems. The framework of a more detailed guidance document for regulators, setting out process level procedures for implementing the approach and methodology developed will also be discussed.

The meeting will be held in English only.

Member States who have received IRRS missions and conducted self-assessment in preparation for such missions are invited to present their experience and share lessons learned.

The conclusions of the Technical Meeting will be used for finalizing the IAEA methodology and self-assessment software for facilitating their use by Member States.

Each Member State is invited to nominate an expert from regulatory bodies to participate in this meeting.

Owing to budgetary constraints, the IAEA is not in a position to bear the travel and other costs of nominated participants in this workshop. Limited funds may, however, be available to help cover the cost of participants from Member States eligible to receive technical assistance under the technical cooperation programme. Such assistance may be offered, upon specific request, to one participant per country, provided that, in the IAEA’s view, these participants will make an important contribution to the meeting. The application for financial support should be made at the time of nominating the participant.

The nominations should include the full name(s) and complete details of the designated expert(s), including postal address, telephone/fax numbers, and email address.

It would be appreciated if the replies could be received not later than 25 September 2008.
Requests for further information concerning scientific aspects of the event should be addressed to the IAEA’s joint Scientific Secretaries for the meeting:

Ms Adriana Nicic (Division of Nuclear Installation Safety, Email: a.nicic@iaea.org, Tel. +43 1 2600 22031; Fax No.: +43 1 2600 7) and Mr Stephen Evans (Division of Radiation, Transport and Waste Safety, Email: s.evans@iaea.org, Tel. +43 1 2600 22069; Fax No.: +43 1 2600 7).

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity of assuring the Ministries of Foreign Affairs of its highest consideration.

2008-09-09