

**WORKING GROUP MEETING OF THE
INTERNATIONAL NUCLEAR SECURITY
EDUCATION NETWORK (INSEN)**

**IAEA Headquarters, Vienna, Austria
25-27 February 2015**

Chairman's Report



INSEN
International
Nuclear Security
Education Network

The following is the Chairman's report of the outcome of the Working Group Meeting of the International Nuclear Security Education Network (INSEN) reported by Mr. Christopher Hobbs

IAEA Headquarters, Vienna

25-27 February 2015

The Working Groups (WGs) of the International Nuclear Security Education Network (INSEN) met at the International Atomic Energy Agency (IAEA) Headquarters, Vienna, Austria, 25-27 February 2015. Attendance included 72 participants from educational institutions representing 32 member states, 4 international organizations, one observer and six IAEA staff. (The list of participants is included as Attachment 2).

BACKGROUND

The need for human resource development programmes in nuclear security was underlined at several IAEA General Conferences and Board of Governors' Meetings. Successive IAEA Nuclear Security Plans (the Plans), the most recent of which was approved by the Board of Governors in September 2013 give high priority to assisting States in establishing educational programmes in nuclear security in order to ensure the sustainability of nuclear security improvements. The current IAEA Nuclear Security Plan covering 2014-2017 emphasizes the importance of considering existing capacities at regional, national and international levels, while designing nuclear security academic programmes. Equally, the Ministerial Declaration from the 2013 International Conference on Nuclear Security emphasized the importance of collaborative networks in nuclear security education, particularly INSEN.

In the course of implementing the Plans, the IAEA developed — together with academics and nuclear security experts from Member States — a guide entitled *Educational Programme in Nuclear Security* that consists of a model of a Master of Science (M.Sc.) and a Certificate Programme in Nuclear Security. This guide was published as *IAEA Nuclear Security Series No. 12 – Educational Programme in Nuclear Security*¹ (NSS 12) in April 2010 and aims at assisting universities or other educational institutes to develop academic programmes in nuclear security.

In order to better address current and future requests for assistance in this area, the IAEA organized a workshop in March 2010. The objectives of the workshop were to discuss current and future nuclear security academic programmes/courses of different universities worldwide, to share lessons learned in the development and implementation of nuclear security academic programmes and to establish a collaboration network among universities which are providing nuclear security education or which are interested in starting an academic programme/course(s) in nuclear security.

During that workshop the participants agreed to facilitate the collaboration among universities, research institutes and other stakeholders and established the *International Nuclear Security Education Network* (INSEN), a collaboration network

¹ For download: http://www-pub.iaea.org/MTCD/publications/PDF/Pub1439_web.pdf

for higher education in nuclear security. The network has met once per year ever since.

OPENING

The meeting was opened by the INSEN Chairman, Mr Christopher Hobbs. Mr Hobbs welcomed the participants and briefly spoke about the background and the purpose of the meeting. He provided an overview of the meeting agenda, which was adopted by the members without change. The meeting agenda is attached to this report as Attachment 1.

OBJECTIVES OF THE MEETING

The overall objectives of the meeting were to:

- Hold a joint INSEN-NSSC session
- Discuss and evaluate the current status of the three WG Action Plans
- Discuss and finalize the WG Action Plans for the next 6 months leading up to the Annual INSEN Meeting
- Discuss the draft INSEN Terms of Reference (ToR)
- Discuss the format, dates, themes and topics for the Annual INSEN Meeting
- Hear several presentation on the new and ongoing activities

ITEMS DISCUSSED, FINDINGS AND RECOMMENDATIONS

After an introductory session, the members of the NSSC Network joined the meeting. Chairs of both networks delivered introductory remarks, emphasizing the importance of collaboration on nuclear security human resource development that the networks can help promote and implement.

Representatives from Pakistan, South Africa and Egypt delivered presentations on their national experiences, highlighting ongoing cooperative activities in the area of nuclear security education and training. This led into a broader discussion on opportunities for such collaboration in several thematic areas, such as security culture, resource development and sharing, etc. These as well as all other presentations delivered at the meeting will be distributed to the members on the NUSEC portal upon completion of the meeting.

Following the joint network session, the leadership of both networks met for a brief discussion of the practical steps to advance the collaboration among the networks as well as individual members. Among such practical ideas was the establishment of a Joint Ad Hoc Group on Security Culture, and periodic meetings of membership of both networks at the national level. This led to the formation of several action points for the leadership.

After the break, the Chair briefed the members on the status of the Network, its achievements and planned activities. Following this briefing, chairs of WGs delivered short status updates on the implementation of their respective work plans, including development of new and revision of current teaching materials, ongoing and planned professional development courses, and achievements in the promotion of nuclear security education and INSEN.

The next session on the agenda focused on assessing the impact of INSEN activities on nuclear security education. Representatives from Egypt, Nigeria, United Kingdom and the United States of America made presentations on lessons learned from implementing professional development courses, and particularly on the impact that the courses have had on the ability of faculty and institutions to develop and implement relevant courses and programmes. The presentations were followed by a panel discussion, focusing on specific criteria for effectiveness and overview of additional case studies of impact coming from the audience.

The IAEA Secretariat provided a short briefing for the members on the imminent launch of the revision process for the NSS 12 Educational Programme in Nuclear Security publication. The briefing outlined the procedure and timeline of the process, highlighting critical milestones, and the feedback and participation from INSEN members that would be necessary for drafting the revisions.

During day 2 of the meeting, Working Groups deliberated in individual sessions, which concentrated on the discussion of the implementation of their respective action plans developed during the 2014 Annual Meeting. The Working Groups also considered additional actions to be included in the action plan for the next months leading up to the 2015 Annual Meeting. The items from the WG deliberations, including status reports and actions planned for the future, are represented in Attachment 3 to this Report.

Following initial WG discussion, the members broke into regional groups to discuss collaboration and sharing of experience among members from the same region. Members find regional deliberations very useful for their efforts to develop educational programmes that are relevant to regional needs while also finding opportunities to share information and resources. Following regional discussions, representatives from each group provided a short briefing highlighting the main discussion points and outcomes.

At the end of Day 2, the members received the latest draft of the INSEN Terms of Reference for their consideration, which incorporated and reconciled several comments received since the 2014 Annual Meeting. With a small revision, the draft was now considered ready for final review and adoption at the 2015 Annual INSEN meeting in August.

In the morning of Day 3, Working Groups finalised their action plans with WG chairs reporting on them to the participants in the meeting. Ms Marina Labyntseva, vice-chair of WG III, took over the position of chair for that working group as current chair Mr Amjad Fataftah was unable to continue to perform his duties. Mr Nitin Puri was selected as vice-chair for WG III.

In the afternoon, the members discussed the dates, format and possible topics for the 2015 Annual Meeting. The dates for the meeting are 10-12 August 2015, and the practice of planning an overlap day with the meeting of the NSSC Network will continue this year.

Following the Annual meeting discussion, several members made presentations on the new and ongoing activities and accomplishments, including representatives from Bulgaria, Pakistan, United States, and the World Institute for Nuclear Security.

In the final session of the meeting, the IAEA Secretariat provided an update on the status and updates of the NUSEC portal and particularly the Mapping project database. INSEN members were encouraged to update and maintain current their institutional information so that it will be available to all members for better communication and information sharing.

CONCLUSION

The 2015 INSEN WG meeting completed the tasks with which it was charged. Progress was reviewed and assessed; Action Plans were developed by each WG and included prioritization of tasks with responsible participants and deadlines for completion. Progress on the draft Terms of Reference has been made and reported on to the Network.

After the summary by the INSEN Chairman, Mr Dmitriy Nikonov of the Division of Nuclear Security, thanked the Chairs and the participants for their fruitful discussions and contributions. The meeting was adjourned at 16:30 on Friday, 27 February 2015.

Attachment 1

AGENDA

INTERNATIONAL NUCLEAR SECURITY EDUCATION NETWORK (INSEN) WORKING GROUP MEETING 2015

25-27 February 2015, Vienna International Centre (VIC), Board Room A (M-Building)

Wednesday, 25 February 2015

- 09:00 – 09:15 **Opening remarks**
D. Nikonov, IAEA
- 09:15 – 09:45 **Adoption of the agenda, objectives of the meeting and introduction of participants**
C. Hobbs, INSEN Chairman
- 09:45 – 10:00 Coffee break
(Please come back on time for the joint INSEN-NSSC session)
- 10:00 – 12:00 **Joint INSEN-NSSC Network Session: Collaboration between Education and Training**
Moderators: NSSC Network and INSEN Chairs
Case study presentations:
- Pakistan
- South Africa
- Egypt
- 12:00 – 14:00 **Lunch Break for all INSEN members**
(Please leave the room while the NSSC session will continue)
- 13:00 – 14:00 **Joint INSEN-NSSC Network Leadership Meeting (Board Room A)**
INSEN/NSSC chairs and Vice-chairs *only*
- 14:00 – 14:15 **Update on the progress of INSEN (Board Room A)**
C. Hobbs, INSEN Chairman
- 14:15– 15:00 **Status updates from the Working Group Chairs:**
- Working Group I - *J. Larkin*
(FAQ and new textbooks/teaching materials)
 - Working Group II – *O. Hakam*
(Professional Development Courses, faculty exchanges)
 - Working Group III – *M. Labyntseva*
(Promotion of INSEN at relevant events and collaboration with NSSC)
- 15:00 – 15:30 **Assessing the Effect of INSEN Activities on Nuclear Security Education**
- Lessons learnt from running professional development workshops

- *M. Kofi, Suez Canal University, Egypt*
- *S. Jonah, Ahmadu Bello University, Nigeria*
- *M. Moran, King's College London, UK*
- *J. Harris, Idaho State University, USA*

- 15:30 – 16:00 Coffee Break
- 16:00 – 17:00 **Assessing the Effect of INSEN Activities on Nuclear Security Education**
- IAEA-INSEN chair panel
 - Criteria for evaluation of effectiveness
 - Case studies of impact
- 17:00 – 17:15 **Plans and Procedure for Reviewing NSS 12 Guidance Document**
D. Nikonov, IAEA
- 18:30 Optional group dinner
(Please let Alessia know if you would like to attend)

Thursday, 26 February 2015

- 09:00 – 09:15 **Session overview (Board Room A)**
C. Hobbs, INSEN Chairman
- 09:15 – 12:00 **Individual Working Group Sessions:**
- WGI (Room: M0E100) – Review in small groups of materials developed for NSS12 modules using peer-review guidance and identification of modules for updating
 - WGII (Board Room A) – Discussion of planned professional development opportunities and topics of interest; review of Nuclear Security Education Handbook and suggested improvements/additions
 - WGIII (Room: M0E79) – Identification of opportunities for engaging with the NSSC and broader outreach at relevant conferences/workshops
 - *WGs to have individual coffee breaks between 10:30 and 11:00*
- 12:00 – 13:00 Lunch Break
- 13:00 – 15:00 **Regional Group Sessions**
(available rooms: M0E05, M0E07, M0E10, M0E79, M0E100)
- Breakout sessions moderated by chairs/vice chairs
- 15:00 – 15:30 Coffee Break
- 15:30 – 16:00 **Reports from Regional Group Sessions (Board Room A)**
Designated spokespersons
- 16:00 – 17:00 **Terms of Reference (ToR) Revisions and Discussion**
C. Hobbs, INSEN Chairman

Friday, 27 February 2015

- 09:00 – 09:15 **Session overview (Board Room A)**
C. Hobbs, INSEN Chairman
- 09:15 – 10:30 **Individual WG Session**
(available rooms: M0E05, M0E07, M0E10, M0E79, M0E100)
- Finalising Action Plans
- 10:30 – 11:00 Coffee Break
- 11:00 – 12:00 **Report on Action Plans (Board Room A)**
Working Group I - *J. Larkin*
Working Group II - *O. Hakam*
Working Group III – *M. Labyntseva*
- 12:00 – 13:00 Lunch Break
- 13:00 – 14:00 **INSEN Annual Meeting**
- Discussion of the dates, format, themes and topics to be covered at the annual INSEN meeting
 - Tentative date: 10-12 August 2015, Vienna, Austria
- 14:00-15:00 **Presentations on New and Ongoing Activities**
- Proposed Master’s Degree, *UNWE, Bulgaria*
 - Educational approaches to CBRN Security, *I. Khripunov, CITS/UGA, USA*
 - WINS Academy Update, *D. Johnson, WINS*
- 15:00 – 15:30 Coffee Break
- 15:30 – 16:00 **Mapping project and the NUSEC Portal: INSEN member information update:**
A. Durczok, IAEA
- INSEN members to complete organisational profiles electronically
- 16:00 – 16:45 **Chairman’s Report**
C. Hobbs, INSEN Chairman
- 16:45 – 17:00 **Final remarks and closing of the meeting**
C. Hobbs and D. Nikonov

Attachment 2

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Attachment 3

Working Group I

Name of WG Chair: James Larkin

Name of Vice Chair: Sedat Goluoglu

Name of Note taker: Akila Frahi-Amroun

- Names of all participants:
 - James Larkin (Chairman)
 - Sedat Goluoglu (Vice-Chairman)
 - Oum Keltoum Bouhelal
 - Jean Jalouneix
 - A. Chetaine
 - S. Raileen
 - Paolo Peerani
 - A Fratti-Amroun
 - Johannes Sterba
 - Ed Waller
 - Maria Sultan
 - Mutti Angitten
 - Marco Macori,
 - Amitava Gupta
 - Jim Spracklen
 - Mark Herbert
 - Joe Stainback
 - Happy Nkabinde
-

Open Items from the last reports (to be filled in by the Vice-/Chairs)

Please check activity items of the reports from the [WG](#) and [Annual](#) meeting 2014. Which actions are outstanding?

1. Teaching material development – **Core topics**. The following topics within the core units still need to be finalised. These include;
 - a. NS 1.1 Introduction to nuclear security
 - b. NS 1.5 Counter- terrorism
 - c. NS 2. International and national legal framework regulating nuclear security.
2. The following teaching material that forms part of the **elective courses** are still to be developed.
 - a. NS13. Nuclear material accountancy and inventory control of other radioactive material
 - b. NS14. Vulnerability assessment of physical protection systems
 - c. NS15. Risk assessment and management of State nuclear security measures
 - d. NS16 (a). Physical protection systems for nuclear and other radioactive material, sources and facilities
 - e. NS16 (b). Physical protection systems for radioactive material and sources
 - f. NS18. Nuclear security at major public events
 - g. NS19. Nuclear forensics and attributions
 - h. NS20. Infrastructure and procedures for detection and response to incidents involving nuclear or other radioactive material out of regulatory control
3. Frequently asked questions.
4. Fair use policy statement

5. Academic/Editorial Review Board
6. Feedback on existing material
7. Development of new material

Topics of Discussion:

1. ...
2. ...
3. ...

Open questions to the INSEN chairmanship and/ or IAEA (Vice-/chairs are responsible to follow up on these items):

1. A standard acknowledgement/recognition letter signed by INSEN chair for the authors and reviewers to recognize their contribution to INSEN.
2. ...
3. ...

WG-I Agenda Feb 2015

1. List of WG-I members
2. Fair Use Policy on the web
3. Frequently asked questions: Ed Waller
4. Academic/Editorial Review Board
 - a. Chair: Sedat Goluoglu
 - b. R. Blue (UCLAN/UK)
 - c. A. March (UC/UK)
 - d. A. Frahi-Amroun (Algeria)
 - e. O.K. Boulehal (Morocco)
5. Existing material review
 - a. Creation of subgroups
6. Version/revision control
7. Training on Guidance Document
8. New materials: Johannes Sterba
9. Proposed new materials
 - a. Nuclear Security Culture
 - b. Human Reliability Program (Joe Stainback)
10. Items from the floor

Items of actions (please add the **name** of the person who will take care of the activity and a **deadline**):

What	Who	When & comments
Produce NS1.5	Maria Sultan	april 2015 - progress report due to WG1 Chairman
Produce NS2	Nikonov, Cuppitt, Nkabinde	Cuppitt & Nkabinde to contact Nikonov and ascertain status of work done by IAEA – report back to WG1 Chairman
Provide material on NS19	Ed Waller	Immediately to make information available to Johannes Sterba

- A Fratti-Amroun
- Johannes Sterba
- Ed Waller
- Maria Sultan
- Mutti Angitten
- Marco Macori,
- Amitava Gupta
- Jim Spracklen
- Mark Herbert
- Joe Stainback
- Happy Nkabinde

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Working Group II

Name of WGII Chair: Oum Keltoum Hakam Name

of Vice Chair: Mostafa Kofi

Name of Note taker: Howard Hall

Names of all participants: Suneet Singh, Nitin Puri, Daniel Johnson, Najat K. Mohammed, Simon Adu, Noel Mkaza, Alpana Goel, balamurali krishna Mayyak, Pumezo Kwinana, Craig Mariano, Islam Md. Shafigul, Chamoli Sanjay, Manish Kumar, Kazuyuki Demachi, Supitcha Chanyotha, Sebnem Udum, Tebogo Kupi, Batista Fiel, Joao Claudio, Lamiaa Fiala, Howard Hall, Penchev, Georgi, Ayoade Kuye, Sihana, Hanaa AbouGabal, Muhamad Samudi Yasir, Tariq Majeed, Kalambuka Hudson Angeyo, Scott Bruce, Timoshchenko Andrey, Jovanovic Slobodan, Macori Marco, Norman Bird, Natacha Peter---Stein

PDCs Status:

- PDC on IT/Cyber Security in Morocco (Univ. of Ibn Tofail and Univ. Brandenburg). It is in progress and is targeted at research reactor and radioactive sources and will be in english.
- Nuclear forensics PDC — academic materials uploaded to WGI page, waiting on SIPRI to review materials.
- Int. PDC on Nuclear Security Culture and Insider Threat (UGM, Indonesia) in 2015.
- National PDC on Introduction to Nuclear Security (UGM, Indonesia) in 2015---02---27
- Advanced nuclear security/insider threats workshop (UT, KCL, Wits) to be developed and offered in South Africa August 2015.
- India first PDC planned for June---September 2015, working on the topic NS1— Amity University, target Indian faculty.
- PDC in nuclear security for scientists and engineers (PIEAS, Pakistan), in 2015, with regulatory community.
- National Workshop in Thailand on Security and Safeguards for the research reactor (Chulalongkorn University and CBRN---CoE) in March 2015.
- Nigeria and Ghana are planning a PDC on Introduction to Nuclear Security for Sub---Saharan African countries. The first run is scheduled for May 2015 in Accra, Ghana. The contact persons are Ayoade Kuye (Nigeria) and Hubert Foy (Ghana).
- No representative to report on some PDCs in Plan.

Actions outstanding:

1. Can we get slides and PDC materials up on the INSEN website?
2. Nuclear security laboratories -- Would it be useful to define or make up a set of laboratories? A manual of laboratory practice? Laboratory experiments should be shared. TAMU is working on a proposal in this area
3. Research methodology in Nuclear Security: Benefit from CRP
4. Frequently Asked Questions---FAQs are available.
5. List of Faculty Exchanges was updated and will be uploaded to WGII page.

Topics of Discussion:

1. Much discussion around e--learning and distance delivery. Can we leverage the IAEA platform? Do we have access?
2. Brazil — needs to train medical professional on response to a radiological attack.
3. Funding: Presentation of Prof. J. Harris (INSEN Annual Meeting 2014), ERASMUS, Mevlana Program (for faculty exchanges), CBRN---CoE,
4. Need for Nuclear Security Culture
5. WINS happy to help integrate the materials into curricula.
6. Nuclear Security Glossary
7. WINS offer to support students for the certificate.
8. New WINS courses coming:
 - a. Communicating with the public
 - b. Transport security
 - c. Info for Regulators, performance vs prescriptive regulation
 - d. Security managers course
 - e. Radioactive source security management

Questions to the INSEN chairmanship and/ or IAEA:

1. Can a summary of PDC outcomes be developed and shared? Perhaps on the INSEN website?
 2. Requesting the IAEA to develop a PDC on Nuclear Security Culture — Prof. Majeed to coordinate
 3. How do academic institutions submit a proposal for funding? Is there a map to the various channels of funding available both at national levels and internationally?
 4. Nuclear Security Research through CRP
 5. How to share materials with INSEN members?
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ACTION PLAN

Items of actions (please add the **name** of the person who will take care of the activity and a deadline):

1. PDC on Nuclear Security Culture coordinated by Prof. Majeed in 2015.
2. Research Project on Nuclear Security through CRP coordinated by Prof. Islam (Bangladesh) in 2015.
3. PDCs in Plan

Items to be discussed at future meetings (this list will help the vice---/chair to prepare the next meetings):

1. Collaboration between INSEN and NSSC Network especially WGII and WG B.
2. Nuclear Security Research Presentation for the 2015 Annual INSEN Meeting
Basic requirement for nuclear security laboratories.

Working Group III

Name of WG Chair: Marina Labyntseva, Rosatom Central Institute for Continuing Education and Training, Russia

Name of Vice Chair:

Name of Note taker: Hubert Foy, African Centre for Science and International Security, Ghana

Names of all participants:

- Erradi Lahoussine, Université Mohammed V, Morocco,
 - El Hassan Sayouty, AIGAM- Association des Ingenieurs en Genie Atomique Université Hassan 2, Morocco,
 - Hussein Al-Hazmi, Naif Arab University for Security Sciences, Saudi Arabia,
 - Margarita Sevcik, Monterey Institute of International Studies James Martin Center for Nonproliferation Studies, USA,
 - Norman Bird, National Nuclear Laboratory, UK,
 - Natacha Peter-Stein, Institute for Nuclear Security, USA,
 - Sunday Jonah, Centre for Energy Research and Training, Nigeria,
 - Hubert Foy, African Centre for Science and International Security, Ghana,
 - Sarmite Andersson, Swedish Radiation Safety Authority, Sweden,
 - Dauren Aben, Kazakhstan Institute for Strategic Studies, Kazakstan,
 - Debra Decker, Stimson Center, USA,
 - Craig Williamson, South Carolina Universities Research and Education Foundation, USA,
 - Salaheddin Malkawi, Jordan University of Science, Jordan
 - Nitin Puri, Delhi Technological University, India
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Open Items from the last reports (to be filled in by the Vice-/Chairs)

Please check activity items of the reports from the [WG](#) and [Annual](#) meeting 2014. Which actions are outstanding?

1. To identify INSEN ambassador - Identify a prominent person to represent INSEN (eg. Hans Blix). Activity will be temporary terminated with a possibility to continue in future.
2. Explore possibility of translating already published article about INSEN to other languages. Activity will continue into next Group Action Plan.

Achievements

1. Created INSEN twitter account (but closed afterwards).
2. Created mailing list of WG III members in order to facilitate effective communication.
3. Collected feedback on the appropriateness of members page template.
4. Held joint meeting between INSEN and NSSC leadership during the annual meeting in of both organizations in August 2014 and joint INSEN-NSSC Network Session in February 2015.
5. Completed Stakeholder survey and review of the list of stakeholders.
6. Launched the mapping project.
7. Published an article on INSEN in a new section of WINS website on June 23, 2014.
8. Published an article by Dr. Oum keltoum Hakam, “Promoting Nuclear Security Culture Through Education: Experience of University of Ibn Tofail (UIT), Morocco», paper on 1540 COMPASS, Issue# 8.

9. INSEN representative (Jason Harris) officially attended the Nuclear Knowledge Summit and Nuclear Security Summit in The Hague and United Nations 1540 Committee, gave invited talks on INSEN activities.
10. INSEN members made about 40 invited talks and presentations at various international, regional and national events; published 3 articles about INSEN and nuclear security education.

Comments and Proposals from the previous meetings – Results Achievements

1. Continue to run mapping project and update INSEN member pages
2. Lack of communications and exchange among Group Members involving Group Chair and INSEN Chair

Topics of Discussion: Future Activities

1. Make the gap analysis and determine the strategic plan for involvement of regions and countries to INSEN. Several ways of engagement: use NSSC members in the target countries to establish links with local educational institutions; use personal contacts; use regional events (conferences, meetings, workshops, etc.). Countries of most interest are Latin America countries, China, Australia.
2. Continue to arrange or participate in the international and regional meetings, encourage INSEN members to promote INSEN activities and nuclear security education.
3. Use and update INSEN portal conference list announcement, members should upload information about conferences, lectures, publications on INSEN portal.
4. Publish articles on INSEN activities in the IAEA periodicals and 1540 Compass.
5. Member institutions should link their organization page to the open INSEN page via the iaea.org not the NUSEC portal.
6. Need to revise the text on the open page at the IAEA portal, add some figures, pictures and graphics indicating growth in membership and other achievements. Indicate list of IAEA member states with INSEN institutions and PDC opportunities; expand current text to include tasks, matters achieved on the each group. Add support components eg KCL support to institutions run PDC.
7. Update other promotional materials (in electronic version, members can insert institution information and use for various occasions):
 - Flyer: add pictures, INSEN and IAEA logos actual INSEN membership statistics for the last 5 years (provided by Alessia Durzok), translate in multiple languages,
 - Power point presentation – add actual statistics, information about PDC and developed educational materials,
 - Poster – add membership statistics, include group pictures from PDCs and encourage members to use conference poster template on INSEN,
 - Use US report provided by Alessia Durzok,
 - Group to propose graphics to Alessia for consideration.
8. Members encouraged to publish papers and articles on nuclear security culture for institutional use in INSEN poster, IAEA poster – to check what publications IAEA has available that can be made public to INSEN
9. Information package for nuclear security culture – PDC, prepare leaflet, poster, in necessary,

10. Propose a network of narrowly focused within regional university small centers to promote expertise in nuclear security culture – INSEN is the ideal organization to provide this multidisciplinary approach. Can attract foundations and businesses that can promote university centers to offer training. Can serve as a bridge with NSSC by providing valuable input to the ongoing work. -- The small center with unique expertise can provide action oriented tools how to address insider threats. The methodology can be used in other WMD areas. Cross cutting so need regional approach. Strengthen professional relation with colleagues in chemical and biological fields. – Will promote culture in a wider context.
11. Encourage members to upload training materials which they have already used, videos and other materials on NS issues to INSEN portal. Links to some videos from the IAEA collection can also be added to the INSEN portal.
12. Job descriptions for nuclear security related positions. E.g. Russia has descriptions for all levels of workers in a NPP. Job and occupational descriptions create awareness for employers on the type of positions required.
 - INSEN to request members to share relevant NS job descriptions in their countries
 - WG III to collect and analyse job descriptions
 - Revise job descriptions and add general topics that will add or widen choices for nuclear engineers
13. Collaboration with NSSC:
 - Ongoing mapping project
 - Small interdisciplinary centers on cultural aspects
 - Creation of INSEN-NSSC working group on nuclear security culture (Igor Khripunov could be co-chair from INSEN)
 - Development of job descriptions
 - Development of communiqué at Fissile Material Working Group Meeting for the Nuclear Security Summit (NSS) in 2016
14. Recommend the leadership of universities to inform national competent authorities about their educational activities in NS area to be included into the country report for the next NSS.

Topics of Discussion:

1. Stakeholder involvement
 - Groups of stakeholders: students, industry, regulators, general public, media, etc.
 - Students: acknowledgement of their capability by employers, evaluating effect of training using surveys or focused groups. INSEN can use US model for evaluating nuclear security training. Demand exist in some countries eg US and Russia but demand has to be created in other countries.
 - Human resource development at countries embarking nuclear power program, e.g. Turkey and UAE – a well defined syllabus will prepare people who well fit into this position worldwide – prepare nuclear engineers for the global market.
 - General public: Public communication on nuclear security – need to invite speaker to the Annual Meeting -- need to organize workshops on public communications regarding – to approach WINS
 - Media: encourage INSEN members to publish articles about their NS activities and INSEN in the national and nuclear sector media

- Collaboration with other stakeholders like nuclear liability insurance and standardization organizations
- 2. Encourage round table discussion on NS culture similar to CNS work on WMD non-proliferation.
- 3. Invite Jean Morris Greg to give a presentation at the Annual Meeting – on the future of cross cutting nature of safeguards

Open questions to the INSEN chairmanship and/ or IAEA (Vice-/chairs are responsible to follow up on these items):

Funding of translation (and publication in paper, if necessary) of promotional materials (poster, flyers)

Items to be discussed at future meetings (this list will help the vice-/chair to prepare the next meetings):

1	Propose a network of narrowly focused within regional university small centers to promote expertise in nuclear security culture
2	Creation of INSEN-NSSC working group on nuclear security culture (Igor Khripunov could be co-chair from INSEN)
3	Invite Jean Morris Greg to give a presentation at the Annual Meeting – on the future of cross cutting nature of safeguards
4	Explore areas of collaboration between INSEN and NSSC to identify job description for nuclear security professionals and define job descriptions
5	Evaluation of student education and training effectiveness using surveys or focused groups for the acknowledgement of their capability by employers (using US experience)
6	Encourage public communication on nuclear security, invite speaker to the Annual Meeting, (with WINS assistance)
7	Encourage round table discussion on NS culture similar to CNS work on WMD non-proliferation
8	Include information on INSEN activities to the communiqué at Fissile Material Working Group Meeting for the Nuclear Security Summit (NSS) in 2016
9	Recommend the leadership of universities to inform national competent authorities about their educational activities in NS area to be included into the country report for the next NSS