The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the Ministries of Foreign Affairs of the IAEA’s Member States and has the honour to request that they draw the attention of the appropriate governmental authorities to the following draft safety standard:

**Functions and Processes of the Regulatory Body for Safety**  
*(DS473)*

Member States and their experts are hereby provided with an opportunity to review and evaluate this draft safety standard, which is available online at:


A hard copy of the draft text will be sent out upon request.

Any proposed changes to this draft text resulting from the review by Member States will be taken into account in the finalization of the safety standard.

Member States are kindly requested to provide comments on the draft text following the guidance given in the attached Explanatory Note.

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to assure the Ministries of Foreign Affairs of the IAEA’s Member States of its highest consideration.

2015-08-06

Enclosures:  
Explanatory Note  
Form for Comments  
Statement by the Commission on Safety Standards
Explanatory Note

Functions and Processes of the Regulatory Body for Safety (DS473)

The draft text for review, entitled Functions and Processes of the Regulatory Body for Safety, was prepared as a draft Safety Guide to be issued in the IAEA Safety Standards Series and has already been reviewed through consultants’ meetings, as well as by the Nuclear Safety Standards Committee (NUSSC), the Radiation Safety Standards Committee (RASSC), the Transport Safety Standards Committee (TRANSSC), the Waste Safety Standards Committee (WASSC), and also by the Nuclear Security Guidance Committee (NSGC).

The objective of this draft text, as accepted by the Commission on Safety Standards (CSS), is to provide practical guidance and recommendations on the regulatory body’s main functions and the associated processes to implement those functions. The main functions to be addressed in this Safety Guide are those described in the forthcoming General Safety Requirements publication Governmental, Legal and Regulatory Framework for Safety (IAEA Safety Standards Series No. GSR Part 1 (Rev. 1)), and in the revision of Preparedness and Response for a Nuclear or Radiological Emergency (IAEA Safety Standards Series No. GS-R-2), which will be issued as IAEA Safety Standards No. GSR Part 7. These functions include:

- Development of regulations and guides;
- Notification and authorization, including licensing procedures;
- Regulatory review and assessment;
- Regulatory inspection;
- Enforcement;
- Communication and consultation with interested parties; and
- Emergency preparedness and response.

Comments are requested in relation to:

- Relevance and usefulness — Are the stated objectives appropriate, and are they met by the draft text?
- Scope and completeness — Is the stated scope appropriate, and is it adequately covered by the draft text?
- Quality and clarity — Do the requirements/guidance in the draft text represent the current consensus among specialists in the field, and are they expressed clearly and coherently?

Comments of an editorial nature will be considered; however, it should be noted that the draft text will be comprehensively edited by the IAEA Secretariat.

Any comments should be made in English, should refer to the relevant paragraph number in the draft text being reviewed, and should propose alternative text where appropriate. Please use the attached Form for Comments to record all comments.

The responsible IAEA officer is Mr Geoffrey Jones of the Department of Nuclear Safety and Security, who may be contacted for further information in connection with this subject by telephone at: +43 1 2600 26522 or via email at: G.Jones@iaea.org.
Any comments should be sent through the established official channels to the responsible IAEA officer by 4 December 2015.
Form for Comments

*Functions and Processes of the Regulatory Body for Safety (DS473)*

<table>
<thead>
<tr>
<th>Comment No.</th>
<th>Para/Line No.</th>
<th>Proposed new text</th>
<th>Reason</th>
<th>Accepted</th>
<th>Accepted, but modified as follows</th>
<th>Rejected</th>
<th>Reason for modification/rejection</th>
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</thead>
</table>
Statement by the Commission on Safety Standards

Publications in the IAEA Safety Standards Series are prepared and reviewed in accordance with a uniform process. To this end, the Commission on Safety Standards (CSS) and five committees with harmonized terms of reference — the Emergency Preparedness and Response Standards Committee (EPReSC), the Nuclear Safety Standards Committee (NUSSC), the Radiation Safety Standards Committee (RASSC), the Transport Safety Standards Committee (TRANSSC) and the Waste Safety Standards Committee (WASSC) — have been established. The CSS has a special overview role with regard to the IAEA’s safety standards and provides advice to the Director General on the IAEA’s overall programme with regard to regulatory aspects of safety.

The uniform preparation and review process involves organizing expert group meetings; arranging at different stages of preparation for the internal review of draft texts; submitting the texts to the relevant Committee(s) for review; submitting draft texts to the IAEA’s Member States for comment; and submitting the approved final draft of the safety standard for endorsement by the CSS before publication.

The CSS stresses the importance of Member States’ comments to the preparation and review process for safety standards. Publications in the IAEA Safety Standards Series not only should be of the requisite quality but also should represent the consensus view of the Member States and should address the issues of importance to the Member States. While the CSS, the Committees and the Secretariat strive to provide safety standards that satisfy these criteria, the review of draft standards by experts in the Member States is an essential stage in obtaining the broadest possible technical consensus and the highest possible quality and relevance.

Member States are also encouraged to provide the IAEA with feedback on their use of the safety standards. The status of safety standards extant and in preparation can be seen on the IAEA’s website, where there are also links to electronic files for existing publications, including those in other official languages. The responsible IAEA officer is Mr Dominique Delattre, Head of the Safety and Security Publications Unit of the Department of Nuclear Safety and Security. He may be contacted for further information in connection with this subject by telephone at: + 43 1 2600 22696 or via email at: D.Delattre@iaea.org.

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1 Safety Guides are published under the authority of the Director General. Safety Fundamentals and Safety Requirements publications require the approval of the Board of Governors, after endorsement by the CSS.