



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: EVT2301544

Dial directly to extension: (+43 1) 2600-21408

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 **12th Meeting of the Representatives of Competent Authorities Identified under the Early Notification Convention and the Assistance Convention** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **3 to 7 June 2024**.

In addition, the event will allow for virtual participation via Cisco Webex.

The purpose of the event is to share information on national emergency preparedness and response (EPR) arrangements and challenges; to discuss the implementation of the Convention on Early Notification of a Nuclear Accident (Early Notification Convention), the Convention on Assistance in the Case of a Nuclear Accident or Radiological Emergency (Assistance Convention) and the safety requirements dealing with notification and information exchange, the provision of international assistance, and communication with the public, contained in the IAEA safety standards; to familiarize participants with the latest EPR documents and tools; to discuss the arrangements and challenges involved in the IAEA's assessment and prognosis process; to exchange information on international EPR cooperation; and to learn from past emergencies and exercises.

The attached Information Sheet provides further details of the event.

The event will be held in English.

Member States are invited to designate one or more participants for this event. Member States are strongly encouraged to identify 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 his or her State's emergency preparedness and response arrangements. The application for financial support should be made via the InTouch+ platform not later than **9 February 2024**, as indicated in the enclosed Information Sheet.

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 via the InTouch+ platform (<https://intouchplus.iaea.org>) through the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) not later than **9 February 2024**, as indicated in the enclosed Information Sheet.

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.

The IAEA takes no responsibility for, and the provider of the virtual meeting services has represented and warranted that the Services shall not contain, and that no end user shall receive from the software used to hold the virtual meeting, any virus, worm, trap door, back door, timer, clock, counter or other limiting routine, instruction or design, or other malicious, illicit or similar unrequested code, including surveillance software or routines which may, or is designed to, permit access by any person, or on its own, to erase, or otherwise harm or modify any data or any system, server, facility or other infrastructure of any end user (collectively, a “Disabling Code”).

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to renew to the IAEA’s Member States the assurances of its highest consideration.



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Enclosure: Information Sheet