



Workshop on Safety Evaluation of Fuel Cycle Facilities During Operation

IAEA Headquarters, Vienna, Austria

2 – 6 September 2024

Ref. No.: EVT2303714

Information Sheet

Introduction

The safety of a nuclear fuel cycle facility (NFCF) needs to be reviewed and assessed at appropriate intervals throughout its life, including in relation to modifications, ageing management, and operating experience feedback. Such assessments need to include all technical, operational, personnel and administrative aspects of operations important to safety. Operators must also ensure safety for all stages in the lifetime of these facilities, from siting, design, construction and commissioning to operation and, eventually, their decommissioning.

IAEA Safety Standard SSR-4 considers the safety of nuclear fuel cycle facilities and requires that the operating organization shall establish, implement, assess and continuously improve an integrated management system for ensuring that all safety requirements are met at all stages of the lifetime of the NFCF. As part of this system, measurement, assessment, and evaluation provide an indication of the effectiveness of management processes and work performance, allowing weaknesses in processes and performance to be identified and corrected.

The International Atomic Energy Agency (IAEA) assists Member States in enhancing the safety of NFCFs by developing safety standards and support their application including through organization of Safety

Evaluation of Fuel Cycle Facilities During Operation (SEDO) peer review missions. The objectives of SEDO are to assist the requesting Member State in enhancing safety of their NFCFs through continuous improvement of organizational aspects and operational safety programmes as well as through dissemination of good practices. SEDO is conducted based on the IAEA safety standards and is available to Member States operating NFCFs.

Recognizing the importance of safety evaluation during operation of NFCFs, the IAEA is organizing a Workshop on Safety Evaluation of Fuel Cycle Facilities During Operation, 2-6 September 2024 at the IAEA Headquarters in Vienna

Objectives

The purpose of the event is to provide practical information on operational safety assessment of nuclear fuel cycle facilities based on IAEA safety standards and the role of SEDO peer review missions.

Target Audience

Participation in the event is subject to designation by Governments or national organizations. The workshop is open to participants from all IAEA Member States that are involved in planning, construction, operation, preparation for the decommissioning or regulatory oversight of NFCFs. Personnel from regulatory technical support organizations may also participate in the event. Member States are invited to designate one or more participants to represent the Government at this event. Member States are strongly encouraged to identify suitable women participants.

The range of the NFCFs covered by the event includes facilities for the processing, refining, conversion, enrichment and fabrication of fuel; spent nuclear fuel storage and reprocessing; nuclear fuel cycle research and development facilities; and supporting facilities in which radioactive material is handled. Facilities for the mining and processing of natural ore and waste disposal facilities are outside the scope of the event.

Working Language(s)

The working language of the meeting will be English.

Topics

In addition to presentations by the IAEA representatives on effective processes for evaluation and continuous improvement of operational safety of NFCFs and the relevant IAEA services, the event will

include presentations by the participants on their national experiences in this topic. The topics to be covered by this event will include:

- Safety evaluation methodology for selected operational safety areas:
 - Operating organization and facility management;
 - Training and qualification;
 - Operations;
 - Maintenance, periodic testing and inspection;
 - Modifications;
 - Nuclear criticality safety;
 - Radiation protection;
 - Radioactive waste and effluent management;
 - Fire, chemical and industrial safety;
 - Ageing management;
 - Emergency preparedness and response;
 - Commissioning;
 - Preparation for decommissioning.
- Management processes for safety evaluation of NFCFs;
- Application of the IAEA Safety Standards Series No. SSR-4: Safety of Nuclear Fuel Cycle Facilities.
- IAEA peer review service SEDO:
 - SEDO objective, scope, and output;
 - Use of IAEA safety standards as basis for SEDO;
 - Stages of SEDO: Preparatory meeting, SEDO mission, and Follow-up;
 - Methodology and conduct of SEDO;
 - Benefits to recipient NFCFs.

Working groups will discuss ways to enhance evaluation of operational safety of NFCFs, including operating organizations' management system processes as well as the relevant IAEA services, including SEDO. The discussions will also cover identification of challenges on safety of NFCFs and the need for IAEA assistance to address these challenges.

Participation and Registration

All persons wishing to participate in the event have to be designated by an IAEA Member State or should be members of organizations that have been invited to attend.

In order to be designated by an IAEA Member State, participants are requested to send the **Participation Form (Form A)** to their competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) for onward transmission to the IAEA by **31 May 2024**. Participants who are members of an organization invited to attend are requested to send the **Participation Form (Form A)** through their organization to the IAEA by the above deadline.

Selected participants will be informed in due course on the procedures to be followed with regard to administrative and financial matters.

Participants are hereby informed that the personal data they submit will be processed in line with the [Agency's Personal Data and Privacy Policy](#) and is collected solely for the purpose(s) of reviewing and assessing the application and to complete logistical arrangements where required. The IAEA may also use the contact details of Applicants to inform them of the IAEA's scientific and technical publications, or the latest employment opportunities and current open vacancies at the IAEA. These secondary purposes are consistent with the IAEA's mandate.

Expenditures and Grants

No registration fee is charged to 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 the event.

The application for financial support should be made using the **Grant Application Form (Form C)** which has to be stamped, signed and submitted by the competent national authority to the IAEA together with the **Participation Form (Form A)** by **31 May 2024**.

Venue

The event will be held at the Vienna International Centre (VIC) where the IAEA's Headquarters are located. Participants must make their own travel and accommodation arrangements.

General information on the VIC and other practical details, such as a list of hotels offering a reduced rate for IAEA participants, are listed on the following IAEA web page:
<https://www.iaea.org/events>.

Participants are advised to arrive at Checkpoint 1/Gate 1 of the VIC one hour before the start of the event on the first day in order to allow for timely registration. Participants will need to present an official photo identification document in order to be admitted to the VIC premises.

Visas

Participants who require a visa to enter Austria should submit the necessary application to the nearest diplomatic or consular representative of Austria at least four weeks before they travel to Austria. Since Austria is a Schengen State, persons requiring a visa will have to apply for a Schengen visa. In States where Austria has no diplomatic mission, visas can be obtained from the consular authority of a Schengen Partner State representing Austria in the country in question.

Organization

Scientific Secretary

Mr Andrew Buchan

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Administrative Secretary

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Fax: +43 1 26007

Email: S.Schelling@iaea.org

Subsequent correspondence on scientific matters should be sent to the Scientific Secretary/Secretaries and correspondence on other matters related to the event to the Administrative Secretary.



Participation Form

Workshop on Safety Evaluation of Fuel Cycle Facilities During Operation

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2 to 6 September 2024

To be completed by the participant and sent to the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority) of his/her country for subsequent transmission to the International Atomic Energy Agency (IAEA) either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretary, Mr Andrew Buchan, Division of Nuclear Installation Safety, Department of Nuclear Safety and Security (Email: A.Buchan@iaea.org) and to the Administrative Secretary, Ms Simone Schelling, (Email: S.Schelling@iaea.org).

Participants who are members of an invited organization can submit this form to their organization for subsequent transmission to the IAEA.

Deadline for receipt by IAEA through official channels: 31 May 2024

Family name(s): (same as in passport)	First name(s): (same as in passport)	Mr/Ms
Institution:		
Full address:		
Tel. (Fax):		
Email:		
Nationality:	Representing following Member State/non-Member State/entity or invited organization:	
If/as applicable: Do you intend to make a presentation? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Title:		

Participants are hereby informed that the personal data they submit will be processed in line with the [Agency's Personal Data and Privacy Policy](#) and is collected solely for the purpose(s) of reviewing and assessing the application and to complete logistical arrangements where required. The IAEA may also use the contact details of Applicants to inform them of the IAEA's scientific and technical publications, or the latest employment opportunities and current open vacancies at the IAEA. These secondary purposes are consistent with the IAEA's mandate.

Grant Application Form

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Family name(s): (same as in passport)	First name(s): (same as in passport)	Mr/Ms:
Mailing address:	Tel.:	
	Fax:	
	Email:	
Date of birth (yyyy/mm/dd):	Nationality:	

1. Education (post-secondary):

Name and place of institution	Field of study	Diploma or Degree	Years attended	
			from	to

2. Recent employment record (starting with your present post):

Name and place of employer/ organization	Title of your position	Type of work	Years attended	
			from	to

3. Description of work performed over the last three years:

4. Institute's/Member State's programme in field of event:

Date: _____ **Signature of applicant:** _____

Date: _____ **Name, signature and stamp of Ministry of Foreign Affairs,
Permanent Mission to the IAEA or National Atomic Energy
Authority**
