



**IAEA**

*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](mailto:Official.Mail@iaea.org) • Internet: <https://www.iaea.org>

National Liaison Officers /

National Project Counterparts of RER9163

In reply please refer to: **ME-RER9163-2401686**

Dial directly to extension: (+43 1) 2600-22329

2024-04-04

**Subject: Regional First Coordination Meeting, Coimbra, Portugal, from 24 to 26 June 2024**

Dear National Liaison Officer,

Dear Project Counterpart,

I am pleased to inform you that the International Atomic Energy Agency (IAEA) is organizing the above event under the IAEA technical cooperation project RER9163, "Improving the Protection of Workers Exposed to Radiation at Naturally Occurring Radioactive Material Sites".

The purpose of the event is to review the progress made and achievements reached, share experiences on lessons learned and best practices under the technical cooperation project RER9155 "Enhancing Regulatory and Methodological Infrastructures Needed to Ensure Radiation Safety in Naturally Occurring Radioactive Materials Industry", discuss and make arrangements for the implementation of activities under the succeeding TC regional project RER9163.

The attached Information Sheet provides further details, including technical and administrative aspects of the event. Selection of participants will be in accordance with IAEA procedures. Member States are strongly encouraged to identify women participants.

The IAEA will provide non-local participants with a round-trip air ticket based on the most direct and economical route between the airport nearest the participant's residence and Coimbra or a travel allowance to purchase an air ticket. Travel details will be agreed with the participants upon receipt of their official nomination. Participants will also receive an allowance from the IAEA sufficient to cover their costs of lodging, daily subsistence and miscellaneous expenses for the duration of the event in line with IAEA rules and procedures.

We would appreciate receiving your country's nominations by **10 May 2024** through the IAEA's InTouch+ platform (<https://Intouchplus.iaea.org>). Should this not be possible, applicants may download the Nomination Form for the course from the [IAEA's webpage](#). Completed forms must be endorsed by the relevant government authority and may be sent to the IAEA, preferably by email to Official Mail - IAEA Mail address [Official.Mail@iaea.org](mailto:Official.Mail@iaea.org), with copy to Ms Emina Alic [E.Alic@iaea.org](mailto:E.Alic@iaea.org). Please be

advised that late nominations or replacements of participants after the closing date for nominations will not be accepted.

We look forward to receiving your early response.

Yours sincerely,

*Emina Alic*

Emina Alic  
Programme Management Officer  
Division for Europe  
Department of Technical Cooperation

Enclosure: Information Sheet