



IAEA Workshop for Senior Managers on Leadership and Culture for Safety

IAEA Headquarters
Vienna, Austria

4–6 September 2018

Ref. No.: EVT1703378

Information Sheet

A. Introduction

Building on the success of the five earlier workshops for senior managers on leadership and culture for safety, held in Vienna in September 2013 and November 2014, in Paris in September/October 2015, in Vienna in April 2016, and in Helsinki in November 2017, the International Atomic Energy Agency (IAEA) is inviting Member States to the sixth workshop on this theme. Through this workshop, the IAEA is continuing its efforts to disseminate knowledge about how safety performance can be improved through culture, leadership and management for safety.

The workshop aims to reinforce senior managers' understanding of their role in influencing culture and leadership for safety across all levels of their organization. The workshop is **exclusively** intended for executive senior managers of organizations that are responsible for nuclear installations or activities at any stage of development (including board members of such organizations), as well as of regulatory bodies and their technical support organizations.

The importance of continuously improving leadership and culture for safety cannot be overemphasized, as they are fundamental to the safe operation of nuclear installations, as pointed out in the *Fundamental Safety Principles* (IAEA Safety Standards Series No. SF-1, Vienna, 2006). The IAEA Secretariat has taken an active role in providing Member States with guidance on how to practically improve safety culture and leadership. In 2012, a new Safety Report entitled *Safety Culture*

in *Pre-operational Phases of Nuclear Power Plant Projects*¹ was published. A Safety Report entitled *Performing Safety Culture Self-assessments*² was published in 2016, and a Safety Report on how to continuously improve safety culture is expected to be published soon. The IAEA Secretariat has also developed a training course on safety culture self-assessment, which is offered to Member States upon request. These are just some examples of the IAEA's activities in this area, and the present workshop aims to build on this work, with a special focus on leadership in relation to safety culture for senior managers.

It is also worth mentioning that the Safety Requirements publication *The Management System for Facilities and Activities* (IAEA Safety Standards Series No. GS-R-3, Vienna, 2006) has been superseded by *Leadership and Management for Safety*³ (IAEA Safety Standards Series No. GSR Part 2, Vienna, 2016), and, in particular, that the requirements related to leadership and management for safety have been reinforced. This workshop is closely moulded on the revised requirements.

The workshop will be conducted in a mainly interactive manner through reflections and dialogues. Invited experts who will conduct the workshop will play a role as facilitators to trigger new insights, learning and the exchange of experience. The number of participants will be limited to a manageable size in order to ensure effective group dynamics within the format of the workshop.

The workshop will focus on the following topics:

- International standards on leadership, management and culture for safety;
- Lessons learned from severe events and their relation to leadership and culture for safety;
- How to continuously improve leadership and culture for safety;
- Methods and tools for improving leadership and culture for safety;
- State-of-the-art research and recent theories on leadership and culture for safety; and
- Systemic approach to safety.

B. Objectives

The primary objective of the workshop is to provide an international forum for senior executive managers to share their experience and learn more about how leadership and culture for safety can be continuously improved.

¹ See: http://www-pub.iaea.org/MTCD/publications/PDF/Pub1555_web.pdf. The term 'pre-operational phase' includes the following phases: pre-project, design, construction and commissioning of a nuclear facility.

² See: http://www-pub.iaea.org/MTCD/Publications/PDF/Pub1682_web.pdf.

³ See: <http://www-pub.iaea.org/MTCD/Publications/PDF/Pub1750web.pdf>.

C. Working Material

The Scientific Secretary (see Section I below) will provide working material to participants in advance of the workshop. This working material will serve as the basis for dialogues at the workshop.

D. Conditions of Participation

Participation is solicited only from executive senior managers of organizations that are responsible for nuclear installations or activities at any stage of development (including board members of such organizations), as well as of regulatory bodies and their technical support organizations.

Participants will be requested to:

- Submit together with their application a short biography of their current executive senior management role and responsibilities (maximum: half a page of A4; 300 words);
- Submit together with their application a short summary of their personal experience related to the topics to be covered by the workshop (maximum: one A4 page; 600 words);
- Actively participate in the dialogues during the workshop; and
- Provide any other input useful to the IAEA's activities in this field.

Participants should complete the attached Participation Form (Form A) as soon as possible and send it to the competent official authority (e.g. Ministry of Foreign Affairs or National Atomic Energy Authority) for transmission to the IAEA Secretariat to arrive no later than **8 June 2018**. Designations of participants will be accepted only if forwarded by the Government of an IAEA Member State or by an organization invited to participate.

The workshop is, in principle, open to all officially designated persons who meet the conditions of participation. The IAEA, however, will limit the number of participants in order to ensure effective group dynamics within the format of the workshop. It is, therefore, recommended that interested persons take the necessary steps for their official designation as early as possible.

E. Visas

Participants who require a visa to enter Austria should submit the necessary application to the nearest diplomatic or consular representative of Austria as soon as possible.

F. Expenditure

The costs of the workshop are to be borne by the IAEA. There is no registration fee. Travel and subsistence expenses of participants will not be borne by the IAEA. Limited funds are, however, available to help cover the cost of attendance of certain participants. Such assistance may be offered

upon specific request to normally one participant per country provided that, in the IAEA's view, the participant on whose behalf assistance is requested will make an important contribution to the workshop. The application for financial support should be made at the time of designating the participant.

G. Working Language

The working language of the workshop will be English.

H. Local Arrangements

The workshop will be held at IAEA Headquarters in Vienna and will start with registration of the participants at 9.00 a.m. on Tuesday, 4 September 2018 and end at 17:00 on Thursday, 6 September 2018.

The workshop agenda and information on local arrangements will be sent to designated participants once the completed Participation Forms have been received.

I. Workshop Secretariat

Scientific Secretary:

Ms Diana Engström

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

Participation Form

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To be completed by the participant and sent to the competent official 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), Vienna International Centre, PO Box 100, 1400 Vienna, Austria, either electronically 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 (D.Engstrom@iaea.org) and to the Administrative Secretary (C.Henderson@iaea.org).

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

Family name: (e.g. Smith)		First name(s): (e.g. John)	Mr/Ms
Institution:			
Full address:			
For urgent communications please indicate:	Tel.:		
	Fax:		
	Email:		
Nationality:	Designating Government or organization:		
Mailing address (if different from address indicated above):			