



Eighth Technical Meeting of the International Project on Completion of Decommissioning

**Hosted by the
Government of Bulgaria**

**through the
Bulgarian Nuclear Regulatory Agency (BNRA)**

Sofia, Bulgaria

13 - 17 May 2024

Ref. No.: EVT2206059

Information Sheet

Introduction

The IAEA International Project on Completion of Decommissioning (COMDEC) was launched in September 2018, where the Terms of Reference for the Project were agreed to and three Project Working Groups were established to address issues related to: 1) defining decommissioning end state; 2) delivering the end state, and; 3) regulatory aspects of the process of completion of decommissioning and the site release. The COMDEC Project is being implemented through a number of activities, the main ones being the Technical meetings, held once per year. The project aims at providing practical guidance to assist Member States in their activities regarding completion of decommissioning, release of sites, and implementation of institutional controls, when necessary. Seven Technical Meetings were held in 2018-2023.

Objectives

The objective of the Eight Technical Meeting is to conclude the COMDEC project and to finalize the technical input into the project report. The meeting will also provide a platform for exchange of information on the progress of decommissioning activities in the participating countries and will include a site visit to Novi Han.

Target Audience

Professionals from national authorities, policy making organizations, regulatory bodies, decommissioning licensee organizations, technical support organizations and service providers with direct involvement and experiences in planning, implementing or regulating decommissioning projects. Strong preference will be given to participants who attended the previous meetings of the COMDEC project.

Working Language(s)

English

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 or invited organization, participants are requested to submit their application via the InTouch+ platform (<https://intouchplus.iaea.org>) to the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) or organization for onward transmission to the IAEA by **10 April 2024**, following the registration procedure in InTouch+:

1. Access the InTouch+ platform (<https://intouchplus.iaea.org>):
 - Persons with an existing NUCLEUS account can sign in to the platform with their username and password;
 - Persons without an existing NUCLEUS account can register [here](#).
2. Once signed in, prospective participants can use the InTouch+ platform to:
 - Complete or update their personal details under ‘Complete Profile’ and upload the relevant supporting documents;
 - Search for the relevant event under the ‘My Eligible Events’ tab;
 - Select the Member State or invited organization they want to represent from the drop-down menu entitled ‘Designating Authority’ (if an invited organization is not listed, please contact

InTouchPlus.Contact-Point@iaea.org);

- If applicable, indicate whether financial support is requested and complete the relevant information (this is not applicable to participants from invited organizations);
- Based on the data input, the InTouch+ platform will automatically generate the Participation Form (Form A) and/or the Grant Application Form (Form C);
- Submit their application.

Once submitted through the InTouch+ platform, the application, together with the auto-generated form(s), will be transmitted automatically to the required authority for approval. If approved, the application, together with the applicable form(s), will automatically be sent to the IAEA through the online platform.

NOTE: The application for financial support should be made, together with the submission of the application, by **10 April 2024**.

For additional information on how to apply for an event, please refer to the [InTouch+ Help](#) page. Any other issues or queries related to InTouch+ can be sent to InTouchPlus.Contact-Point@iaea.org.

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. Further information can be found in the [Data Processing Notice](#) concerning the IAEA InTouch+ platform.

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, together with the submission of the application, by **10 April 2024**.

Visas

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

Organization

Scientific Secretary

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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.