



**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

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2024-01-19

Excellency,

I have the honour to inform you that the International Atomic Energy Agency (IAEA) and the Nuclear Energy Agency of the Organisation for Economic Co-operation and Development (OECD/NEA) will hold a **Technical Meeting for the National Coordinators of the Joint IAEA–OECD/NEA Fuel Incident Notification and Analysis System (FINAS)** (hereinafter referred to as "event") at its Headquarters in Vienna, Austria, from **30 September to 2 October 2024**.

The purpose of the event is to exchange information on incidents submitted to the Fuel Incident Notification and Analysis System, and to discuss the implementation of corrective actions arising from these and other such incidents.

The attached Information Sheet provides further details of the event.

The event will be held in English.

I should be grateful if your Government would recommend an expert to be designated by the Secretariat as a participant in the event. The expert should have specialized knowledge of, or experience in, operating experience feedback systems for nuclear fuel cycle facilities. Member States are strongly encouraged to identify suitable women participants. In this connection, the Secretariat understands that Mr Peter Lietava (State Office for Nuclear Safety (SUJB), Senovazne namesti 9, Prague, 110 00, Czech Republic; Email: [peter.lietava@sujb.cz](mailto:peter.lietava@sujb.cz)), your country's FINAS National Coordinator, could make a valuable contribution to the work of the event and your Government may wish to consider recommending him for this purpose.

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. The Scientific Secretary of the event, Mr Lakshman Valiveti of the Division of Nuclear Installation Safety (Email: [L.Valiveti@iaea.org](mailto:L.Valiveti@iaea.org)) will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once we have received your Government's official response.

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.

I would appreciate receiving your Government's response not later than **30 June 2024**.

Accept, Excellency, the assurances of my highest consideration.



Anna Hajduk Bradford  
Director  
Division of Nuclear Installation Safety  
Department of Nuclear Safety and Security

Enclosures:        Information Sheet  
  
                          Participation Form (Form A)  
  
                          Grant Application Form (Form C)