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**REVIEW AND PLANNING MEETING**

**OF**

**ISLAMIC REPUBLIC OF IRAN - IAEA**

**TECHNICAL COOPERATION PROGRAMME**

**VIC, Austria**

**6-8 May 2019**

1. **WORK DONE**
	1. The objectives of 2019 Coordination Meeting of IRA-TC Programme were:
* Clarification of priority, scope and objectives and confirmation of dates for activities planned for IRA2012, IRA2013, IRA2014, IRA9024, IRA9023, IRA0008, IRA5014;
* Finalization of project designs for IRA2018001, IRA2018004 and IRA2018007; and
* Mutual agreement of the pre-requisite action/information prior to activities.
	1. The meeting was opened by Director of TC Asia and the Pacific, Ms. Jane Gerardo-Abaya and H.E. (Mr) Ambassador Gharib Abadi, Permanent Mission of Iran to IAEA, highlighting the importance of the collaboration under TC Programme and the contribution to areas of priority to the country. It is noted that this is the first IRA TCP Coordination Meeting to be held in VIC and H.E. Ambassador Abadi expressed that such arrangements i.e. to have the meeting in Vienna can be considered in the future, alternative with having it in Tehran.
	2. During the plenary session, PMO presented on IAEA Technical Cooperation Programme, highlighting the on-going and future planned collaboration with IRA, the planning and designing cycle of the programme and roles and responsibilities of all relevant stakeholders. This was followed with a short discussion on the challenges and issues faced and possible solution and action to address these issues in particular during the project implementation.
	3. Representative from the Strategy and Partnerships Section gave a presentation on the new template of the Country Programme Framework (CPF) as one of the key reference documents for the development of national Technical Cooperation Programmes for Member States receiving TC assistance. This will serve as a guidance to IRA in the preparation of its CPF.
	4. For the next two days, counterparts and the technical officers of on-going TC Projects held separate sessions for their related projects to have more opportunity to deal with the technical issues of the projects including revision of the workplans. Counterparts and technical officers of the 3 proposed new projects also held separate sessions to have a mutual understanding of the scope of the proposed project and work together to finalize the designs.

Agenda of the meeting attached as **Annex 1,** meeting participants listed as **Annex 2** and the relevant IAEA TC project is listed as **Annex 3**.

* 1. The NLO and Protocol office met with various IAEA staff member to discuss issues related to IAEA Coordinated Research Activities, administrative and financial arrangements including presentation and discussion on InTouch Plus and procurement related issues.
	2. On the final day, all counterparts made short presentations on the result achieve during the week to all meeting participants followed by closing remarks by Director of TC Division for Asia and the Pacific.
	3. The Iranian delegations also had the opportunity to visit several IAEA Laboratories in Seibersdorf to have an overview of the work and services that took place in these laboratories to respond to MSs needs.
	4. A courtesy visit to the office of Ms Jane Gerardo-Abaya, Director for Division for Technical Cooperation for Asia and the Pacific Region took place at the end of the meeting to share the result of this meeting and discussion on IRA TCP including discussion on the planned TCAP NLO/NLA Workshop in July 2019. NLO is encouraged to share IRA journey in the application of nuclear technology that had responded to the country priority needs in that workshop.
1. **HIGHLIGHTS AND RESULTS OF THE MISSION**

2.1 In general, IAEA delivery of IRA TCP in 2018 for the TCF had maintained its momentum within the challenging year. The financial implementation of the programme with TC funds is 88.7% and total funds disbursed (TC and EB Funds) are over EUR550,000.

2.2 There are various challenges faced by the programme such as the availability of supplier, experts and host to support the programme. Some solutions were discussed and the flexibility of the counterparts’ (CP) management are sought for alternative solution to enable the capacity building or the event to take place. For example, the possibility for some of the events to take place in VIC with selected experts from CP institutions. CP should also take the opportunity to participate in relevant IAEA technical meetings for opportunity to network and gain knowledge from experts who participated in such meetings.

2.4 There is a need for a continued and focused discussion on logistical challenges of shipments to Iran to identify the best option.

2.3 The counterparts are encouraged to optimize IAEA assistance including from the relevant regional projects to complement the efforts under the respective national TC projects and to follow-up with the TOs and PMO on the required inputs.

2.4 The discussions and agreements during the parallel meetings between CPs and technical including the follow-up actions for both on-going and proposed projects are reflected in **Annex 4**. In general, the on-going projects meeting had agreed on the revised activities and the pending actions. The proposed projects had agreed on the final design of which will be updated in the PCMF once the system is open for revision. PMO will consult with NLO once the information on the available funding to the new TC Programme is known.

2.5. It was highlighted that the NLO office is the channel for submission of new proposal – to be open in 2020, either national or regional TC project proposals.

1. **Next annual coordination meeting date**

3.1 The next Annual Coordination Meeting for 2020 will be held potentially in Tehran. The exact date will be finalized before September 2019.

**Annex 1**

**Agenda**

**IRA TC Projects Review and Planning Meeting**

**(6 – 8 May 2019), VIC, Austria**

|  |  |  |
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| **Monday, 6 May 2019** |  |  |
| Time | Item | Participants | Meeting Room |
| 9:30 –9:45  | Opening of Meeting:* Welcome remarks by DIR TCAP Ms Jane Gerardo-Abaya
* Opening Remarks by H.E. (Mr) Ambassador Gharib Abadi, Permanent Mission of Iran to IAEA
* Meeting Objectives
* Introduction of Meeting Participants
 | All | B1144 |
| 9:45 -10:15 | Overview of Iran TCP and Implementation in 2018 by PMO | All | B1144 |
| 10:15 – 10:30 | Break |  |  |
| 10:30 – 10:45 | Brief and agreement on Meeting Agenda |  |  |
| 10:45 – 11:15 | Overview of progress of Iran TCP in 2018 by NLO  | All | B1144 |
| 11:10 – 12:00 | Discussion on: * Achievements
* Challenges
* Gaps and Needs
 | All | B1144 |
| 12:00 – 13:00 | Presentation on New Format of Country Programme Framework by TCSPS* Discussion
 | All | B1144 |
| 13:000 – 14:00 | Break |  |  |
| 14:00 – 17:00 | On-Going TC ProjectsMeeting between Counterparts (CP) and Technical Officers (TO) on * Progress made
* Revised workplan
* Submission of nominations/request for 2019 and 2020 if applicable

Note: CP is expected to be ready with all request (Expert Mission, SV, FE, Procurement (with complete specification)) so that it can reviewed together and proceed for implementation | IRA0008IRA2012/3/4IRA5014IRA6011 | A2275A2433C0217A2216\*  |
| 14:00 – 17:00 | Proposed TC ProjectsMeeting between Counterparts and Technical Officers on project designs of TCP 2020/2021* Presenting the problem, proposed project, achievement expected
* Presentation by each CP on the expected output
* Feedback by IAEA
* Discussing the workplan
* Updating the project design
 | IRA2018001IRA2018004IRA2018007 | M0E23B1144C0217 |
| 15:30 – 16:30 | Discussion with NA on Coordinated Research Activities* Presentation by NA on CRA Mechanisms
* Discussion on some project details \*please provide the specific project for preparation to this discussion
 | NLO & Protocol-  | B1025  |
| **Tuesday, 7 May 2019** |  |  |
| 9:00-13:00 | On-Going TC ProjectsContinue Meeting between CP and TO on * Progress made
* Revised workplan
* Submission of nominations/request for 2019 and 2020 if applicable

Note: CP is expected to be ready with all request (Expert Mission, SV, FE, Procurement (with complete specification)) so that it can reviewed together and proceed for implementation | IRA2012/3/4IRA5014IRA9023IRA9024 | A2543A2264A2661B0615 |
| 9:00 – 13:00 | Proposed TC ProjectsMeeting between Counterparts and Technical Officers on project designs of TCP 2020/2021* Presenting the problem, proposed project, achievement expected
* Presentation by each CP on the expected output
* Feedback by IAEA
* Discussing the workplan
* Updating the project design
 | IRA2018001IRA2018007IRA2018004  | M0E23C0217B0915  |
| 9:00 – 13:00 | Visit to potential host in Vienna | IRA0008 |  |
| 9:30 – 10:3010:30 – 12:30 | Presentation and Discussion on InTouch Plus – TC Events Nominations Tool by TCPCDiscussion on administrative and financial arrangements* Presentation by IRA
* Presentation by IAEA
1. Events in IRA
2. Event outside of IRA

To cover visa issues, accommodation, financial transfer etcIAEA to explain on the different modality for event participated by Iranians and hosted by Iranians | NLO and ProtocolIRA6011 | GOE85 |
| 13:00 – 14:00 | Break |  |  |
| 14:00 – 17:00 | Continue for both on-going TC Projects and Proposed TC Projects* Finalize minutes of meeting
 | All technical Counterparts |  |
| 14:30 – 16:30 | Discussion on Procurement related arrangements* Presentation by IAEA
* Presentation by IRA
 | NLO and ProtocolIRA9011IRA0008IRA9023  | B0915 |
| **Wednesday, 8 May 2019** |
| 9:00-11:00 | Presentation of Meeting Conclusions (10 mins each)IRA0008IRA5014IRA2012/2013/2014IRA6011IRA9023IRA9024IRA2018001IRA2018004IRA2018007Overall Discussion and conclusion of the separate discussions | All | B0915 |
| 11:00 – 11:30  | Discussion on initiating the implementation of the approved/revised workplan of national TC Projects* Expected output: agreed arrangements on initiating the implementations

Review of Meeting Minutes and Closure of Meeting | All | B0915 |
|  11:45 12:30 15:30 |  Depart to SIEB LaboratoryStart SIEB Laboratory tourDepart back to VIC | All |  |

**Annex 2**

**List of Participants and Officials Met**

IAEA Team:

1. Ms. Jane Gerardo-Abaya, DIR-TCAP
2. Ms. Marina Mishar, Programme Management Officer, TCAP2
3. Mr. William Foster, Associate Project Officer, TCAP2
4. Mr. Pal Vincze, Technical Officer (TO), Division of Nuclear Power, NENP
5. Mr. Peter Tarren, TO, Division of Nuclear Installation Safety (NSNI)
6. Mr. Sasha Damjanac, Research Contract Section
7. Mr. Anthony Ulses, TO, NSNI
8. Mr. Miguel Santini, TO, NSNI
9. Mr Vincent Roue, TO, NENP
10. Mr. Juraj Rovny, TO, NSNI
11. Mr. Franscisco Parada Iturria, TO, NSNI
12. Mr. Kamal Akbarov, TO, Division of Human Health (NAHU)
13. Ms. Karen Christaki, TO, NAHU
14. Ms. Aruna Korde, TO, NAHU
15. Mr. Ljupcho Jankuloski, TO, Joint FAO/IAEA Division of Nuclear Techniques in Food and Agriculture (NAFA)
16. Mr Mohammad Zaman, TO, NAFA
17. Mr. Carl Micheal Blackburn, TO, NAFA
18. Ms. Aliz Simon, TO, Division of Physical and Chemical Sciences (NAPC)
19. Mr. Nuno Barradas, TO, NAPC
20. Mr. Ram Sharma, TO, Division of Nuclear Fuel Cycle and Waste Technology (NEFW)
21. Mr. David Sears, TO, NSNI
22. Mr. Philippe Van Marcke, TO, NEFW
23. Mr. Steve Foister, MTPS (Procurement)
24. Mr. Barua Puspak, Division of Planning and Coordination (TCPC)
25. Ms. Laura Vai, TCPC
26. Ms. Anna Natalia Perlin, TCPC
27. Ms. Sonja Manna-Andre, TCPC
28. Ms. Franziska Kaiser, TCPC
29. Ms. Wong Sin May, TCPC
30. Ms. Joanna Marie Pressl, TCPC
31. Ms. Claudette Maalouf, APMA, TCAP
32. Ms. Nasrin Rizk, PMA, TCAP
33. Mr. Andi Junirsah, PMA, TCAP
34. Ms. Erlyn Tabjan, PA, TCAP
35. Ms. Mina Kabiri, TCAP

Visit to Seibersdorf Laboratory Team:

1. Mr. Osama Daadouch, MTGS
2. Mr. Andy Garner, Laboratory Coordinator
3. Mr. Tom Bokulic, Dosimetry Laboratory
4. Mr. Carlos Caceres, Insect Pest Control Laboratory
5. Mr. Natko Skukan, Nuclear Sciences and Instrumentation Laboratory
6. Mr Ivan Ingelbrecht, Plant Breeding and Genetics Laboratory

Iran Main Counterparts

1. H.E. Ambassador (Mr.) Gharib Abadi, Permanent Mission of Iran to IAEA
2. Mr. Gholamreza Raisali, National Liaison Officer (NLO) of Iran
3. Mr. Saeed Sabouri, NLO Office
4. Mr. Reza Rafiee (Head of Protocol Office)
5. Mr. Farhood Ziaie, NSTRI
6. Mr. Mohamad Reza Kardan, TRR
7. Mr. Yaser Kasesaz, TRR
8. Mr. Amir Afshin Rahnama, NPPD
9. Mr. Saeed Fatourechian, NPPD
10. Mr. Kamran Sepanloo, INRA
11. Mr. Reza Jafarian, INRA
12. Mr. Farhad Golfam, IRWA
13. Mr. Mohsen Asadian, IRWA
14. Mr. Shahab Sheibani, NSTRI
15. Mr. Ali Eskandari, NSTRI
16. Mr. Omidreza Kakuee, NSTRI
17. Mr. Kojouri (Permanent Mission of Iran)
18. Mr Hajizadeh (Permanent Mission of Iran)
19. Mr Mohammadpour (Permanent Mission of Iran)

**Annex 3**

**Relevant TC Projects for TCP 2018-2019:**

**New Projects:**

IRA2018001 Enhancing utilization and safety of Iran nuclear research reactors

IRA2018004 Strengthening regulatory competence, enhancing the effectiveness of the national nuclear and radiation safety and ensuring the safe implementation of the TALMESI radioactive waste disposal facility

IRA2018007 Strengthening Food Safety and Security

**On-Going Projects:**

IRA0008 Promotion and Development of Ion Beam Analytical Techniques and Archaeological Dating by Replacement of Current Old VDG Accelerator

IRA2012 Increasing NPPD's Capability in Planning and Implementing Activities Related to Design and Construction of Two New Pressurized Light Water NPP Units in Bushehr with Emphasis on Safety

IRA2013 Enhancing the Level of Operational Safety and Reliability of the Bushehr Nuclear Power Plant-1

IRA2014 Further Increasing NPPD's Capability in Planning and Implementing Activities Related to Design, Construction and Commissioning of Two New NPP Units in Bushehr with Emphasis on Safety

IRA5014 Improving Wheat Yield and Stress Tolerance for Sustainable Production

IRA6011 Promotion of Cancer Treatment Quality using Radiation through Development of Radiotherapy Products and Strengthening Quality Assurance in Radiotherapy Procedures

IRA9023 Strengthening Owner’s Capabilities in the Safe Operation of TALMESI Radioactive Waste Disposal Facility

IRA9024 Strengthening Regulatory Competence and Enhancing the Effectiveness of the National Nuclear and Radiation Safety Regime

**Annex 4**

**Review of National TC Projects**

**For all projects, kindly note below:**

1. If the contact details shown in PCMF are incorrect please email TC Project Team - Contact Point (TC-Project-Team.Contact-Point@iaea.org) with the correct information.
2. If there is a need to include additional project team, kindly refer to **NLO** for official designation to the IAEA and for PMO to include the additional member into the respective projects.
3. Information on the approved inputs for fellowships/scientific visits, expert missions and procurement as included in the project work plan or as agreed with the respective technical officers:

a. For expert missions to be initiated, the counterparts are expected to provide the necessary information per project using the expert mission request form and submit to PMO at least 10 weeks before the mission date. Please ensure scope and duties of the experts are clarified in detail in the form to ensure the experts is well informed of their expected delivery in the missions.

b. For procurements, the counterparts are expected to fill the procurement template and send soonest by first week of June 2018. Please provide clear and detail specifications that meet the requirements of the project/laboratory. The template can be obtained from the NLO office.

c. For fellowships and scientific visits, submission via the NLO office as soon as possible. Please allocate adequate time (at least 6 months in advance of the expected date of the FE/SV if informal consultation with the host was done).

1. Counterparts are encouraged to closely communicate with Project Technical Officers and keeping the PMO copied in communications to facilitate the implementation process. However, official information about IAEA missions, fellowships and scientific visits will be done through the TC Department to the NLO office.
2. All project counterparts should be able to have access to the project via PCMF. Main Counterpart has the editing rights for submission of Project Progress and Achievement Report (PPAR) via the on-line system of TC-Reports.

|  |  |  |  |
| --- | --- | --- | --- |
| Project No. | Project Title | Duration | Counterparts |
| IRA2012[IRA2012001] | Increasing NPPD's Capability in Planning and Implementing Activities Related to Design and Construction of Two New Pressurized Light Water NPP Units in Bushehr with Emphasis on Safety  | Started 2018-01-24Anticipate to end 2018-12-31 (extended) | 1. Mr Mohammad AHMADIANManaging Director2. Mr Amir Afshin Rahnama (Main)Nuclear Power Production and Development Company of IranP.O. Box 14155-4494, No. 7 Tandis St.; Africa Ave19156 TehranIRAN, ISLAMIC REPUBLIC OF |
| IRA2013[IRA2014001] | Enhancing the Level of Operational Safety and Reliability of the Bushehr Nuclear Power Plant-1 | Started 2016-01-01Anticipate to end 2019-12-31  |
| IRA2014[IRA2016003] | Increasing the Nuclear Power Production and Development Company’s Capability in Planning and Implementing Activities Related to Design, Construction and Commissioning of Two New Nuclear Power Plant Units with the Emphasis on Safety | Started 2018-01-01Anticipate to end 2021-12-31 |

**Discussion highlights:**

1. Discussions focused on the review of all project plans for NPPD/BNPP supporting both operation and construction

* Status IRA/2/013: 25 completed tasks (58%), 18 opened tasks (42%) – detail to be seen below
* Status IRA/2/014: 4 completed tasks (15%), 23 opened tasks (85%) – detail to be seen below
* Additional tasks (14 in total) were discussed and recommended to be part of both projects
* Last minutes (from May 2018 was reviewed)
* Next project meeting is planned to be held in October 2019

2. Status of IRA/2/013 for BNPP-1 supporting Safety enhancement of unit under operation:

* Since last coordination Meeting, the following tasks have been implemented (1 OSART, 1 SV, 3 EM, 3 WS, 1 Procurement):

 1 OSART mission

 1 WS on modernization of I&C

 1 SV on AMP

 1 EM on Review of Safety Analysis Model

 1 EM on RCA

 1 EM on review of RCA

 1 WS on Competency Model

 1 WS on establishment of Emergency Centre

 Installation and Commission of ESTE (Environmental Monitoring SW)

* The following tasks have been discussed for implementation (2 SV, 8 EM, 6 WS, 2 Procurement):

 1 SV on nuclear safety oversight function

 1 EM on environmental qualification of KWU equipment

 1 SALTO WS

 1 SW Procurement

 1 WS on Corrosion Management

 1 WS on assessment of RPV neutron irradiation embrittlement

 1 SV on PSA

 1 EM on Fuel Integrity Monitoring

 1 EM on Physical Behaviour

 1 EM on Procurement System

 1 EM on Training for Severe Accident

 1 WS on Severe Accident

 1 EM on Review of ESTE Results

 1 Training on ESTE SW

 1 Procurement on ESTE support

 1 WS on Risk Spectrum Computer Code for LPSA

 1 EM on Design Bases Management

 1 EM on Risk Management Program

3. Status IRA/2/014 supporting construction project:

- Since last coordination Meeting, the following tasks have been implemented (1 Group Fellowship, 1 SV, 2 EM):

 1 EM on IERICS Preparation

 1 Group fellowship Training

 1 EM on Public Information

 1 SV on Stakeholder Involvement

1. The following tasks have been discussed for implementation (5 SV, 7 EM, 1 WS):

 1 EM on Design Change Management

 1 EM on Intake of Sea Water

 1 WS on Neutronic Analysis

 1 EM on Managing Project Risks during Construction Phase

 1 SV on Environmental Monitoring System

 1 SV on Severe Accident

 1 SV on Managing Risks of Corporate Level in Construction of NPPs

 1 SV on Safety Culture

 1 SV on Interface Management

 1 EM on HRD improvement

 1 EM on HRM strategy for new NPPs

 1 EM on Improvement of Personnel Performance Appraisal

 1 EM on Training Effectiveness

1. 14 new tasks were proposed by NPPD and NPPD is requested to identify the outputs for all additional tasks and provide a justification for adding them to the existing project plans.
2. The meeting involved the participation of additional technical officer in line with the scope of the respective tasks: Mr. Aninda Dutta Ray, Mr. Janos Eiler, Mr. Christoph Gastl, Mr. Akira Kawano, Ms. Diana Knutsson, Mr. Gabor Petofi, Mr. Shahen Poghosyan, Mr. Pekka Pyy, Mr. Diego Telleria and Mr. Matthew Van Sickle.