The list of activities for arranging and conducting the Member Support Mission in accordance with the documents WANO-MC

|  |  |  |  |
| --- | --- | --- | --- |
| **№** | **Activities** |  | **Comments** |
|  | **Arrangement of MSM** |  |  |
|  | To get the experts completed forms and copy of experts passports |  |  |
|  | To develop and send the Advanced Information Package to Team Leader |  |  |
|  | To send the invitation letters to the experts to apply for visas (if needed) |  |  |
|  | To get a permission for carrying the experts notebooks and mobile phones through the plant control check-point |  |  |
|  | To get a permission for entering the experts team to the plant and into the ionizing radiation zone (if needed) |  |  |
|  | To consider and agree the Member Support Mission Program |  |  |
|  | To appraise and agree with WANO Moscow Centre the Member Support Mission budget |  |  |
|  | To provide translation during the Member Support Mission (if needed) |  |  |
|  | To provide a needed training for the experts team before entering the plant |  |  |
|  | **Experts Team Travelling, Accommodation and Working Conditions** |  |  |
|  | To meet and pick up the experts team from airport (railway station) to the hotel and back |  |  |
|  | To provide a transport for the experts team during Member Support Mission carrying out |  |  |
|  | To ensure accommodation of the experts team during Member Support Mission carrying out |  |  |
|  | To provide a working room in the hotel with needed computer tools/equipment during Member Support Mission carrying out |  |  |
|  | To ensure internet access in the hotel during Member Support Mission carrying out |  |  |
|  | **Meeting Room** |  |  |
|  | To provide meeting room at the plant with the needed equipment   * computer * printer * projector * screen * plugs for notebooks connection * adapters * office accessories |  |  |