



Technical Meeting to Prepare Guidance Documents for Capacity Building (L2-TM-50748)

23–27 February 2015, Vienna, Austria

Location: C0343

Terms of Reference

Background

As part of the programme to support the IAEA Action Plan on Nuclear Safety (contained in IAEA document GOV/2011/59-GC(55)/14), the International Atomic Energy Agency (IAEA) has been requested to assist Member States in developing, strengthening, maintaining and implementing their capacity building programmes so that they are able to continuously ensure sufficient and competent human resources necessary to assume responsibility for safe, responsible and sustainable use of nuclear technologies.

Capacity building is a major first step in the process of ensuring a sustainable supply of suitably qualified human resources that are ready to assume their responsibility for safe, responsible and sustainable use of nuclear technologies. Capacity building in the IAEA is defined as consisting of four essential elements: human resource development; education and training; knowledge management; and knowledge networks at the national, regional and international level.

The IAEA has prepared and published a document entitled *Methodology for Assessment of Capacity Building in Member States with Nuclear Power Programmes and Those Planning to Embark on Such a Programme* for the guidance of Member States. The document proposes a methodology for the self-assessment of Member States to enable them to assess their present arrangements and identify actual or potential gaps in their capacity building endeavours. The recommended steps of the methodology for assessment of capacity building are shown in Annex 1.

After completing the self-assessment Member States can request a specific IAEA peer review mission for capacity building and then develop an action plan to close the gaps identified through self-assessment and peer review. The action plan should then be included in the country's integrated working plan. Sharing these results with the IAEA, as required by the IAEA Action Plan on Nuclear Safety, will better enable the IAEA to prioritize its capacity building support to Member States.

The IAEA continues to support the Member States with targeted programmes in the areas of human resource development, knowledge management, knowledge networks, and education and training. Following the capacity building project development, the next step is to prepare a self-assessment tool for organizations that play important role(s) in the establishment and development of nuclear infrastructure. The participants of this meeting will share their experiences and practices in the support of nuclear organizations in embarking countries and operating countries willing to expand their nuclear capabilities.

Programmatic context

The meeting will be held under the Subprogramme 1.3.3, “Nuclear Knowledge Management (NKM), and Project 1.3.3.003, “Action Plan support related to NKM”, in *The Agency’s Programme and Budget 2014–2015* (IAEA document GC(57)/2).

Technical Meeting

The meeting will be organized jointly by the Department of Nuclear Energy and the Department of Nuclear Safety and Security. The meeting will be held from 23 to 27 February 2015. Experts from the Member States are invited to participate in the discussions on:

- Experiences in the implementation of the capacity building methodology;
- The role of governments and organizations in supporting capacity building;
- The methodology for self-assessment of the capacity building programme;
- The IAEA’s approach to assist Member States in capacity building; and
Peer review missions to support capacity building.

Objectives

The objectives of the meeting are to:

- Present and discuss the current status and perspectives of the IAEA’s endeavours to assist Member States with their capacity building programmes in accordance with the IAEA Action Plan on Nuclear Safety;
- Present the IAEA’s activities in all areas of capacity building, including human resource development, education and training, knowledge management and knowledge networks;
- Present and discuss the IAEA’s capacity building programme and its four pillars (human resource development, knowledge management, knowledge networks, education and training);
- Present and discuss the document entitled *Methodology for Assessment of Capacity Building in Member States with Nuclear Power Programmes and Those Planning to Embark on Such a Programme*;
- Present and discuss the current peer review tools for capacity building;
- Pilot-test the newly developed methodology for knowledge management peer review missions as well as the self-assessment tool for national capacity building programmes; and
- Provide recommendations to the IAEA on further activities to support national capacity building programmes.

Location

The meeting will be held at the IAEA's Headquarters in Vienna, Austria, specifically in Room C0343 in the C Building of the Vienna International Centre (VIC).

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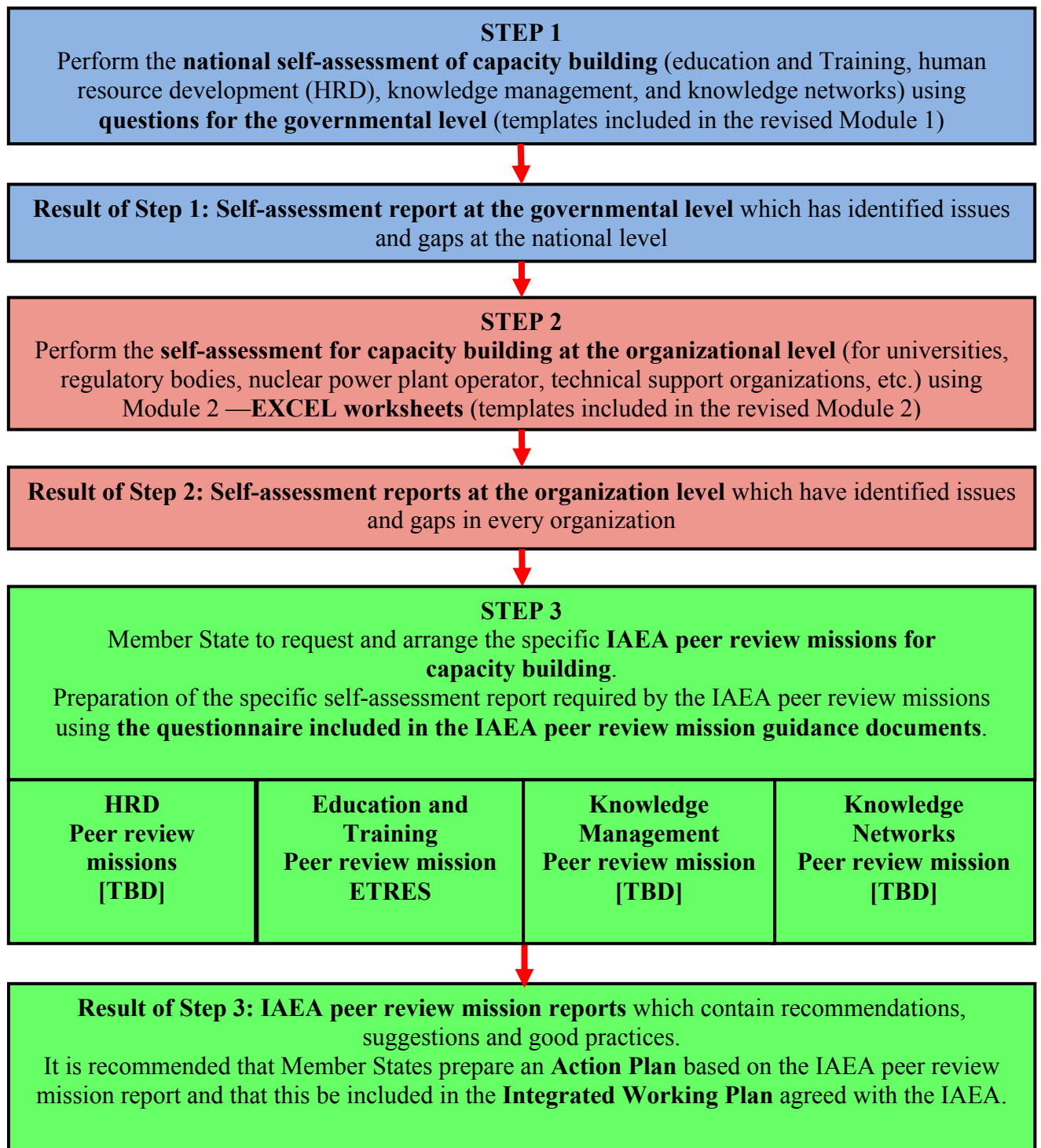
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Recommended steps of the methodology for assessment of capacity building



Participation Form

Technical Meeting to Prepare Guidance Documents for Capacity Building

IAEA Headquarters, Vienna, Austria

23–27 February 2015

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).

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

Deadline for receipt by IAEA through official channels: 12 January 2015

Family name:		Given name(s):		Mr/Ms
Institution:				
Full address:				
For urgent communications please indicate:		Tel.:		
		Fax:		
		Email:		
Nationality:		Nominating Government or organization:		
Mailing address (if different from address indicated above):				
Do you intend to submit a paper?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Would you prefer to present your paper as a poster?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Title:				