



IAEA

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国际原子能机构

International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

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In reply please refer to: **EVT1803953**

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The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the IAEA's Member States and has the honour to draw their attention to the **Technical Meeting on the International WWER Radioactive Waste Operations Benchmarking System** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **5 to 8 November 2019**.

The purpose of the event is to share and discuss insights into — and good practices and opportunities for improving — radioactive waste management. The event will provide a forum for sharing the progress achieved in utilizing the web-based BMS and identifying further activities aiming to improve waste management practices in involved Members States.

The attached Information Sheet provides further details of the event.

The event will be held in English.

Member States are invited to designate one or more participants for this event. Member States are strongly encouraged to identify suitable women 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 at the time of designating the participant(s) using the attached Grant Application Form (Form C).

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.

Designations should be submitted to the IAEA through the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) not later than **23 September 2019** using the attached Participation Form (Form A). Completed and authorized Participation Forms should be sent either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Copies should be sent by email to the Scientific Secretary of the event, Ms Merle Lust, Division of Nuclear Fuel Cycle and Waste Technology, Department of Nuclear Energy (Email: M.Lust@iaea.org) and to the Administrative Secretary, Ms Marina Tolstenkova (Email: M.Tolstenkova@iaea.org). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once the official designations have been received.

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to assure the IAEA's Member States of its highest consideration.



2019-08-27

Enclosures: Information Sheet

Participation Form (Form A)

Grant Application Form (Form C)



Technical Meeting on the International WWER Radioactive Waste Operations Benchmarking System

**IAEA Headquarters
Vienna, Austria**

5–8 November 2019

Ref. No.: EVT1803953

Information Sheet

Introduction

The web-based International WWER Radioactive Waste Operations Benchmarking System (BMS) is an important toolbox for establishing industry-wide standards and guidelines for radioactive waste minimization, including source reduction, reuse and volume reduction. Benchmarking leverages the natural tendency of all plant operators to aim to be ranked among the top performers and, similarly, to avoid being a low performer. Application of benchmarking principles to radioactive waste management activities tends to drive down volumes of generated waste and the size and number of contaminated areas industry-wide. In addition, benchmarking among similar plants promotes inter-plant communication and cooperation, thereby transferring good practices for waste minimization and enhanced waste safety measures related to waste management, including generation, handling, storage, transport and disposal.

The web-based BMS is used to collect, analyse, and report on waste management information from WWER-type nuclear power plants and enables member organizations to share their data and to

determine how they rank amongst all participants in terms of commonly agreed and accepted waste management parameters. Data collection is conducted annually, but benchmarking reports and analyses can be accessed throughout the year. Currently, the information in the BMS system (<https://nucleus.iaea.org/wwer/>) is available only to member organizations.

Objectives

The purpose of the event is to share and discuss insights into — and good practices and opportunities for improving — radioactive waste management. The event will provide a forum for sharing the progress achieved in utilizing the web-based BMS and identifying further activities aiming to improve waste management practices in involved Members States. This includes countries that are planning construction and operation of power stations with WWER-type reactors. During the event, national reports will be discussed in order to better understand the information provided. The possibility of widening the scope of the BMS will be discussed.

The event will also cover the principal waste streams from nuclear power plants. In addition, the event will provide an opportunity to discuss waste optimization and to identify good practices, lessons learned and opportunities for improvement related to WWER-type reactors.

Expected Output

The event is expected to provide current and future users of the web-based BMS in Member States with the knowledge and information needed to understand and effectively use the BMS as well as to share the experience of usage of International WWER Radioactive Waste Operations Benchmarking System.

A summary report will be produced that will outline the current status of the BMS (usage, value and feedback), the principal waste streams generated, and the current status and good practices of waste optimization and minimization at WWER reactors.

Scope

It is envisaged that the event will provide an opportunity to:

- Present the national (plant) reports uploaded to the BMS and enable discussion of the data provided;
- Discuss the waste optimization procedures used in nuclear power plants;
- Identify the waste streams from WWER-type power plants and determine the status and trends in the generation of specific wastes;
- Discuss waste management procedures; and
- Discuss the usage and benefits of benchmarking reports and discuss widening the scope of BMS.

Prior to the event, members of the International WWER Radioactive Waste Operations Benchmarking System are expected to have prepared and updated the information on the <https://nucleus.iaea.org/wwer/>, and generated relevant reports to be used at the event. All participants are expected to prepare in advance examples of optimization of radioactive waste management.

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, participants are requested to send the **Participation Form (Form A)** to their competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) for onward transmission to the IAEA by **23 September 2019**. Participants who are members of an organization invited to attend are requested to send the **Participation Form (Form A)** through their organization to the IAEA by the above deadline.

Selected participants will be informed in due course on the procedures to be followed with regard to administrative and financial matters.

Please note that the IAEA is in a transition phase to manage the entire registration process for all regular programme events electronically through the new InTouch+ (<https://intouchplus.iaea.org>) facility, which is the improved and expanded successor to the InTouch platform that has been used in recent years for the IAEA's technical cooperation events. Through InTouch+, prospective participants will be able to apply for events and submit all required documents online. National authorities will be able to use InTouch+ to review and approve these applications. Interested parties that would like to use this new facility should write to: InTouchPlus.Contact-Point@iaea.org.

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 using the **Grant Application Form (Form C)**, which has to be stamped, signed and submitted by the competent national authority to the IAEA together with the **Participation Form (Form A)** by **23 September 2019**.

Visas

Participants who require a visa to enter Austria should submit the necessary application to the nearest diplomatic or consular representative of Austria at least four weeks before they travel to Austria. Since Austria is a Schengen State, persons requiring a visa will have to apply for a Schengen visa. In States where Austria has no diplomatic mission, visas can be obtained from the consular authority of a Schengen Partner State representing Austria in the country in question.

Working Language(s)

English.

Venue

The event will commence at 10:00 a.m. on Tuesday, 5 November 2019 in Room C0739, Building C, of the Vienna International Centre (VIC), where the IAEA's Headquarters are located. Participants must make their own travel and accommodation arrangements.

General information on the VIC and other practical details, such as a list of hotels offering a reduced rate for IAEA participants, are listed on the following IAEA web page:

<http://www-pub.iaea.org/iaeaevents/GeneralInfo/Guide/VIC>.

Participants are advised to arrive at Checkpoint 1/Gate 1 of the VIC one hour before the start of the event on the first day in order to allow for timely registration. Participants will need to present an official photo identification document in order to be admitted to the VIC premises.

IAEA Contacts

Scientific Secretary:

Ms Merle Lust

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Department of Nuclear Energy
Vienna International Centre
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1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22749

Fax: +43 1 26007

Email: M.Lust@iaea.org

Administrative Secretary:

Ms Marina Tolstenkova

Division of Nuclear Power
Department of Nuclear Energy
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 21968

Fax: +43 1 26007

Email: M.Tolstenkova@iaea.org

Subsequent correspondence on scientific matters should be sent to the Scientific Secretary and correspondence on other matters related to the event to the Administrative Secretary.

Participation Form

Technical Meeting on the International WWER Radioactive Waste Operations Benchmarking System

IAEA Headquarters, Vienna, Austria

5–8 November 2019

To be completed by the participant and sent to the competent national 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) either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretary M.Lust@iaea.org and to the Administrative Secretary M.Tolstenkova@iaea.org.

Deadline for receipt by IAEA through official channels: 23 September 2019

Family name(s): (same as in passport)		First name(s): (same as in passport)		Mr/Ms
Institution:				
Full address:				
Tel. (Fax):				
Email:				
Nationality:		Representing following Member State/non-Member State/entity or invited organization:		
If/as applicable: 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:				

Grant Application Form

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To be completed by the applicant and sent to the competent national 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) either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretary M.Lust@iaea.org and to the Administrative Secretary M.Tolstenkova@iaea.org.

Deadline for receipt by IAEA through official channels: 23 September 2019

Family name(s): (same as in passport)	First name(s): (same as in passport)	Mr/Ms:
Mailing address:	Tel.:	
	Fax:	
	Email:	
Date of birth (yy/mm/dd):	Nationality:	

1. Education (post-secondary):

Name and place of institution	Field of study	Diploma or Degree	Years attended from to	

2. Recent employment record (starting with your present post):

Name and place of employer/ organization	Title of your position	Type of work	Years worked from to	

3. Description of work performed over the last three years:

4. Institute's/Member State's programme in field of event:

Date: Signature of applicant: _____

Date: Name, signature and stamp of Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority _____