



# **Regional Training Course on Safety Assessment for Industrial and Medical Facilities and Activities**

**Hosted by**

The Government of Mexico

**through the**

Comisión Nacional de Seguridad Nuclear y Salvaguardias (CNSNS)

Mexico City, Mexico

**14 to 18 October 2019**

**Ref. No.: TN-RLA9085-1705761**

## **Information Sheet**

### **Purpose**

The purpose of this event is to train participants on safety assessment of industrial and medical facilities using specific assessment tools.

### **Working Language(s)**

The working language(s) of the event will be Spanish.

### **Deadline for Nominations**

Nominations received after **5 June 2019** will not be considered.

## Expected Outputs

End-users will be able to use IT tools and criteria for safety requirements for safety evaluation, use of the safety assessment. Participants will dispose of a draft safety assessment report for a specific facility or activity to be used as a model for future safety assessments in their own countries.

## Scope and Nature

Participants will be introduced to safety assessment in lectures.

Table-top exercises on risk matrix, dose calculation, shielding calculation and safety assessment will complement the lectures.

Specific IT tools will be used during these exercises.

## Participants' Qualifications and Experience

Qualified candidates are end-users, license holders, Radiological Protection Officer of medical and industrial facilities and activities.

Candidates shall be involved in safety assessment and/or advisory services.

Participants must be familiar with GSR Part 4.

Participants must bring a laptop to the training for the use of IT tools.

Representatives of regulatory authorities are **not** eligible.

Prior to the meeting, the selected candidates will provide a Power Point presentation to the Technical Officer, Rodolfo Cruz Suarez ([R.Cruz-Suarez@iaea.org](mailto:R.Cruz-Suarez@iaea.org)), and the Project Programme Management Officer, Nicola Schloegl ([N.Schloegl@iaea.org](mailto:N.Schloegl@iaea.org)), on:

- Legal or regulatory framework that requires the completion of the safety assessment as part of the authorization process;
- How in the country safety assessments are carried out by the applicants for authorization and how the safety assessments are reviewed by the Regulatory Body as part of the authorization process in the specific country;

# Application Procedure

Candidates wishing to apply for this event should follow the steps below:

1. Access the IAEA TALEO page (<https://iaea.taleo.net/careersection/ex/jobsearch.ftl>) and complete the Candidate Profile.
2. Be registered on the Nucleus page of the IAEA (<https://nucleus.iaea.org/>).
3. Through Nucleus, access the InTouch+ platform where the Profile is completed (My Profile tab) (<https://nucleus.iaea.org/Pages/InTouchPlus.aspx>).

**NOTE:** The email used for TALEO and Nucleus must be the same. If not, the candidate's profile will not appear complete.

4. On the InTouch + platform, under the 'My InTouch +' tab, the candidate needs to:
  - a. select the institute / organization that he/she works at / represents ('My Institute' section);
  - b. click on the link called '**Refresh Personal History Form**' to update the system, *otherwise the nominations submitted will have these fields empty and it will not be possible to evaluate them during the selection of candidates* ('IAEA Recruitment Platform' section).

**NOTE:** Once the above steps are finalized, the candidate's profile will appear as completed and he/she can apply for Technical Cooperation events.

- If the Status shows as 'IN PROCESS', it means that Taleo and In Touch are synchronizing. Please close InTouch+, wait for 20 minutes and then log in again. **Check** if the Status is "**completed**"

- If Status shows "ERROR", this means that the personal and professional information of the candidate are not complete. Go back to the profile section and finish it. Then Click on "Refresh New PHF". The status should appear Completed.

5. In the InTouch+ platform (<https://intouchplus.iaea.org>), in the 'Applications' tab, search by the event number provided in the invitation. **EVT1705761**

The help for each step is located at the top of the page. For additional help on how to register, create a profile and apply for an event, please refer to the online guide and training videos available under the following links: [how-to guide](#) and [training videos](#). Any issues or queries related to the new system can be addressed to [InTouchPlus.Contact-Point@iaea.org](mailto:InTouchPlus.Contact-Point@iaea.org) or [TC-AIPS-PL4.Contact-point@iaea.org](mailto:TC-AIPS-PL4.Contact-point@iaea.org).

Should this not be possible, applicants may download the Nomination Form for the TN from the IAEA website <https://www.iaea.org/services/technical-cooperation-programme/how-to-participate>.

6. Applications should contain sufficient information to establish that the nominees have the required qualifications. Please note that the information regarding LANGUAGE SKILLS, EDUCATION AND WORK EXPERIENCE is exported from TALEO. If an applicant's profile in TALEO is not updated, the information in INTOUCH+ for these sections appears as empty and the candidates cannot be evaluated. Completed applications need to be endorsed by the relevant national authority, i.e. the National Liaison Office and submitted through the established official channels.

## **Administrative and Financial Arrangements**

Nominating authorities will be informed in due course of the names of the candidates who have been selected, and will at that time be informed of the procedure to be followed with regard to administrative and financial matters.

Selected participants will receive an allowance from the IAEA sufficient to cover their costs of lodging, daily subsistence and miscellaneous expenses. They will also receive either a round-trip air ticket based on the most direct and economical route between the airport nearest their residence and the airport nearest the duty station through the IAEA's travel agency American Express, or a travel grant, or they will be reimbursed travel by car/bus/train in accordance with IAEA rules for non-staff travel.

## **Disclaimer of Liability**

The organizers of the event do not accept liability for the payment of any cost or compensation that may arise from damage to or loss of personal property, or from illness, injury, disability or death of a participant while he/she is travelling to and from or attending the course, and it is clearly understood that each Government, in approving his/her participation, undertakes responsibility for such coverage. Governments would be well advised to take out insurance against these risks.

## **Note for female participants**

Any woman engaged by the IAEA for work or training should notify the IAEA on becoming aware that she is pregnant.

The Board of Governors of the IAEA approved new International Basic Safety Standards for Protection against Ionizing Radiation and for the Safety of Radiation Sources. The Standards deal specifically with the occupational exposure conditions of female workers by requiring, inter alia, that a female worker should, on becoming aware that she is pregnant, notify her employer in order that her working conditions may be modified, if necessary. This notification shall not be considered a reason to exclude her from work; however, her working conditions, with respect to occupational exposure shall be adapted with a view to ensuring that her embryo or foetus be afforded the same broad level of protection as required for members of the public.

## IAEA Contacts

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