



Regional Workshop on the Responsibilities of End-Users in Workplace Monitoring

Hosted by

The Government of Chile

through the

Comisión Chilena de Energía Nuclear (CCHEN)

Santiago, Chile

2 to 6 December 2019

Ref. No.: ME-RLA9085-1802188

Information Sheet

Purpose

The purpose of the event is to review and discuss workplace monitoring practices and improvements in accordance with IAEA Safety Standards.

Working Language(s)

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

Deadline for Nominations

Nominations received after **19 September 2019** will not be considered.

Expected Outputs

Participants will have an overview on new approaches, methodologies and equipment for workplace monitoring.

Better understanding of relation between workplace and individual monitoring.

The knowledge gained will be disseminated among end-users in the participants' countries.

Scope and Nature

Lectures will be held to present the new TECDOCs with new practices, methodology and its application. The workshop includes practical exercises on workplace monitoring on dose rate, surface activity concentration, ventilation among others.

Participants' Qualifications and Experience

Qualified candidates are licence holders, radiological protection Officer of installations and/or with affiliation to an entity that promotes the dissemination of work place monitoring programmes and methodologies.

Candidates must demonstrate advanced practical and theoretical competences in radiological protection prior to the event.

Candidates must be familiar with IAEA safety documents GSG-7 documents on workplace monitoring.

Candidates must show strong commitment to disseminate the content of the event in their respective country.

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

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. **EVT1802188**

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 or TC-AIPS-PL4.Contact-point@iaea.org.

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

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.

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