



**Joint IAEA–NEA  
International Reporting System  
for Operating Experience (IRS)**

**Technical Meeting for National Coordinators of the  
International Reporting System for Operating  
Experience on Recent Events in Nuclear Power Plants**

organized by the  
IAEA and the OECD/NEA

**IAEA Headquarters  
Vienna, Austria**

**14–18 October 2024  
Ref. No.: EVT2303901**

**Information Sheet**

## **A. Introduction**

The International Reporting System for Operating Experience (IRS), operated jointly by the International Atomic Energy Agency (IAEA) and the Nuclear Energy Agency of the Organisation for Economic Co-operation and Development (OECD/NEA), compiles and analyses information on nuclear power plant (NPP) events and promotes a systematic approach to the feedback of lessons learned from operating experience.

The Technical Meeting of the International Reporting System for Operating Experience National Coordinators on Recent Events in Nuclear Power Plants (hereinafter referred to as “event”) is conducted annually within the framework of the relevant IAEA and OECD/NEA programmes. In recent years, Technical Meetings to exchange information on recent events of safety significance at NPPs have been held in conjunction with the annual meetings of the IRS Technical Committee.

The IRS Technical Committee Meeting, which will be held as a part of this event, is restricted to IRS National Coordinators and their alternates to analyse activity performed within the framework of the IRS.

The event will take place at the IAEA’s Headquarters, Vienna International Centre, Wagramer Strasse 5, PO Box 100, 1400, from 14 to 18 October 2024.

The event will start on Monday, 14 October 2024 at 10:00 a.m. It is planned to finish on Thursday, 17 October 2024 at 5:00 pm. Please note that the IRS Technical Committee meeting will be held after the IRS Technical Meeting presentations have been delivered. This is typically on Thursday.

After that, there will be an Expert Group on Operating Experience meeting. It is planned to finish on Friday, 18 October 2024 at 5:00 p.m.

## **B. Objectives**

The objective of the meeting is to exchange and discuss information on recent events that have occurred at NPPs.

Recognizing the importance of sharing experience pertaining to operational events at NPPs, the IAEA and the OECD/NEA organize co-sponsored, within the framework of IRS activities, international joint meetings dedicated to the exchange of information on recent events of safety significance at NPPs.

Participants in previous meetings have highlighted the importance of such meetings for improving the safe operation of NPPs, as well as the need to increase the information exchange between utilities and regulators.

Country representatives will provide presentations on recent events at NPPs. The meeting will be conducted in an interactive manner through discussions on the presented events. The expected end results include new insights, learning, and the exchange of experiences.

## C. Target Audience

The meeting is intended for IRS National Coordinators, representatives of the organizations that are responsible for nuclear installations at any stage of development, regulatory bodies and technical support organizations.

## D. Working Language

The working language for the presentations during the meeting will be English. No simultaneous interpretation will be provided.

## E. Program

From Monday, 14 October 2024 to Thursday, 17 October 2024 – **Technical Meeting to Exchange Experience on Recent Events in Nuclear Power Plants:**

1. Presentation and discussion of recent safety-significant events at NPPs
2. Plenary discussion on safety issues identified in presentations made at the meeting

Thursday afternoon, 17 October 2024 – **Meeting of the Technical Committee of the IRS National Coordinators:**

1. Issues raised at the last meeting of the IRS Advisory Committee
2. IAEA activities in 2025
3. OECD/NEA activities in 2025

Friday, 18 October 2024 — **Expert Group on Operating Experience:**

1. Agenda will be provided by the IAEA.

## F. Participation and Registration

All persons wishing to participate in the event have to be designated according to the OECD/NEA or IAEA official procedures. Nominations should be transmitted through the national delegates to the Committee on Nuclear Regulatory Activities (CNRA) for experts from OECD/NEA member countries and/or through the governments of IAEA Member States.

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 **2 August 2024**.

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

## **G. Papers and Presentations**

Participants are invited to propose recent safety-significant events which have occurred in their respective countries to be presented during the first part of the meeting. The Meeting Secretariats will propose events to be included in the first part of the discussion (in-depth presentation). Events presented at the meeting are required to be entered into the web-based IRS database.

The presentations should include a brief description of the events or the significant issue and their cause(s). The focus of the presentations should be on addressing the corrective actions taken (or planned), as well as their importance for safety in terms of consequences (actual or potential) and lessons learned. Risk insights are welcome, if known.

To facilitate preparation of the meeting, and to ensure an effective exchange of information, it is essential that any proposed presentation be sent in advance to the OECD/NEA, with a copy to the IAEA. The deadline for sending presentations is **27 September 2024**. Participants are invited to send their presentations in electronic form only, preferably in Microsoft PowerPoint format.

Presentations will be distributed only to participants. It is up to the competent authorities in the participating countries to decide upon any further dissemination within their respective countries bearing in mind that these documents are to be used for official purposes only.

The Meeting Secretariats are happy to help in determining the correct length and style of participants' presentations in order to optimize the timetable of the meeting.

## **H. Expenditures and Grants**

The costs of the meeting are borne by the IAEA. No registration fee is charged to participants.

Travel and subsistence expenses of participants are not borne by the OECD/NEA or by the IAEA. 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 (usually the IRS National Coordinator).

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 **2 August 2024**.

## **I. Visas**

Designated participants who require a visa to enter Austria should submit the necessary application to the nearest diplomatic or consular representative of Austria as soon as possible.

## **J. Accommodation**

Reservations at hotels are to be made directly by the participants.

## K. Contacts

Official correspondence with regard to the meeting and, in particular, the Participation Form should be addressed to the Scientific Secretaries of the meeting, Mr John Nakoski of the OECD/NEA's Division of Nuclear Safety Technology and Regulation, and Ms Cristy Gregory of the IAEA's Division of Nuclear Installation Safety, as well as the Administrative Assistant Ms Yuliya Palka, and the Event Coordinator Ms Stephanie Ruiz.

**Ms Cristy Gregory**

Division of Nuclear Installation Safety  
International Atomic Energy Agency  
Vienna International Centre  
PO Box 100  
1400 VIENNA  
AUSTRIA

Tel.: +43 1 2600 26615

Email: [C.Gregory@iaea.org](mailto:C.Gregory@iaea.org)

**Mr John Nakoski**

Nuclear Safety Technology and Regulation  
Division  
Technical Secretariat  
OECD Nuclear Energy Agency  
46, quai Alphonse Le Gallo  
92100 Boulogne-Billancourt  
FRANCE

Tel: WhatsApp (calls/text)

+1 240 278 6833

Email: [John.Nakoski@oecd-nea.org](mailto:John.Nakoski@oecd-nea.org)

**Ms Yuliya Palka**

Division of Nuclear Installation Safety  
International Atomic Energy Agency  
Vienna International Centre  
PO Box 100  
1400 VIENNA  
AUSTRIA

Tel.: +43 1 2600 26069

Email: [Y.Palka@iaea.org](mailto:Y.Palka@iaea.org)

**Ms Stephanie Ruiz**

Nuclear Safety Technology and Regulation  
Division  
Event Coordinator  
OECD Nuclear Energy Agency  
46, quai Alphonse Le Gallo  
92100 Boulogne-Billancourt  
FRANCE

Tel: +33 1 73 21 29 83

Email: [Stephanie.Ruiz@oecd-nea.org](mailto:Stephanie.Ruiz@oecd-nea.org)



## Participation Form

### Technical Meeting for National Coordinators of the International Reporting System for Operating Experience on Recent Events in Nuclear Power Plants

Vienna, Austria

14 to 17 October 2024

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](mailto: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 Secretaries, Ms Cristy Gregory, Division of Nuclear Installation Safety, Department of Nuclear Safety and Security (Email: [C.Gregory@iaea.org](mailto:C.Gregory@iaea.org)) and Mr John Nakoski, OECD/NEA's Division of Nuclear Safety Technology and Regulation ([John.Nakoski@oecd-nea.org](mailto:John.Nakoski@oecd-nea.org)), as well as IAEA Administrative Secretary, Ms Yuliya Palka (Email: [Y.Palka@iaea.org](mailto:Y.Palka@iaea.org)) and OECD/NEA Event Coordinator, Ms Stephanie Ruiz ([Stephanie.ruiz@oecd-nea.org](mailto:Stephanie.ruiz@oecd-nea.org)).

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: 2 August 2024**

|                                       |  |       |
|---------------------------------------|--|-------|
| 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  | No    |
| Title:                                |  |       |

Participants are hereby informed that the personal data they submit will be processed in line with the [Agency's Personal Data and Privacy Policy](#) and is collected solely for the purpose(s) of reviewing and assessing the application and to complete logistical arrangements where required. Further information can be found in the [Data Processing Notice](#) concerning IAEA InTouch+ platform.



Form C

# Grant Application Form

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**Deadline for receipt by IAEA through official channels: 2 August 2024**

|                                       |                                      |        |
|---------------------------------------|--------------------------------------|--------|
| Family name(s): (same as in passport) | First name(s): (same as in passport) | Mr/Ms: |
| Mailing address:                      | Tel.:                                |        |
|                                       | Fax:                                 |        |
|                                       | Email:                               |        |
| Date of birth (yyyy/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 attended |    |
|---|------------------------|--------------|----------------|----|
|   |                        |              | 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**

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