



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

Technical Meeting on Strengthening Local Stakeholder Engagement

IAEA Headquarters, Vienna, Austria
and virtual participation via Cisco Webex

21–25 October 2024

Ref. No: EVT2304023

Information Sheet

Introduction

Effective stakeholder engagement, including public communication, is an important element of nuclear programmes in general and for radioactive waste management programmes. Engaging stakeholders provides a basis for mutual understanding and collaboration between stakeholders and organizations responsible to establishing and operating a nuclear facility, including radioactive waste management facility.

Local stakeholders often have strong interests and possible concerns regarding a radioactive waste management facility sited in their communities, and more generally with any type of nuclear facility. Thus, they play an essential role in decision-making processes. To establish an effective stakeholder engagement, it is necessary to understand the perspectives, needs, expectations, and experiences of local stakeholders.

The IAEA, as the intergovernmental forum for scientific and technical cooperation in the nuclear field, is well-positioned to capture information from communities hosting radioactive waste management and other nuclear facilities as well as those considering becoming hosts and share this information with its Member States.

The IAEA Technical Meeting will focus on hearing the experiences of Municipalities with Radioactive Waste Management Facilities as well as other nuclear facilities in various stages of their life cycle.

Objectives

The purpose of the event is to provide a forum and engage with the new Global Partnership of Municipalities with Nuclear Facilities, to foster dialogue among representatives of municipalities with nuclear facilities, enhance awareness, and share experiences on topics relevant to local stakeholders.

This will also provide a platform for the Global Partnership to engage with their peers from other parts of the world, in order to broaden the dialogue to all regions of the world.

It will share with participants some of the main learnings from recent IAEA work and will elicit further input to develop guidance material on engagement at the local level. For instance, it will elicit the respective approaches in planning, preparing for and providing a site for the nuclear facility to the mutual benefit of both the hosting community and the facility.

Furthermore, the event will encourage interaction between local communities and organizations already operating nuclear facilities and those involved in the earlier initiation, siting, or construction phases.

Target Audience

The event is open to representatives of communities, including municipal authorities (mayors and councillors), hosting radioactive waste management facilities and other types of nuclear facilities. To facilitate and promote effective experience-sharing, the meeting is also open to representatives of facility operators, safety authorities, government officials, as well as experts from nuclear societies, educational organizations, or other institutions involved in stakeholder engagement activities.

Working Language

The working language of the event will be English. All communications and papers must be submitted in this language.

Topics

The event will consist of a series of presentations and plenary discussions, directed panel discussions, role-play workshops and interactive breakout sessions, all aimed at eliciting the experiences of local stakeholders and promoting understanding how a collaborative approach can be established and sustained. The prospective themes for contributions and discussions will be structured under the following sequence of topics:

- Feedback on guidance and lessons learnt through the prior focus on local stakeholder engagement with radioactive waste disposal and other facilities;
- Scope, motivation and benefits for communities through engaging with the Nuclear Communities Global Partnership;
- The community's perspective – how to engage with nuclear project proposals;

- The nuclear organization perspective – how to engage communities and how to enable their participation in decision-making processes
- Guidance for local stakeholder engagement on all types of nuclear facilities throughout their life cycle;

In addition to these topics, the event will also explore IAEA support for local stakeholder engagement, including existing and potential capacity building activities.

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 or invited organization, participants are requested to submit their application via the InTouch+ platform (<https://intouchplus.iaea.org>) to the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) or organization for onward transmission to the IAEA by **15 August 2024**, following the registration procedure in InTouch+:

1. Access the InTouch+ platform (<https://intouchplus.iaea.org>):

- Persons with an existing NUCLEUS account can sign in to the platform with their username and password;
- Persons without an existing NUCLEUS account can register [here](#).

2. Once signed in, prospective participants can use the InTouch+ platform to:

- Complete or update their personal details under ‘Complete Profile’ and upload the relevant supporting documents;
- Search for the relevant event under the ‘My Eligible Events’ tab;
- Select the Member State or invited organization they want to represent from the drop-down menu entitled ‘Designating Authority’ (if an invited organization is not listed, please contact InTouchPlus.Contact-Point@iaea.org);
- If applicable, indicate whether financial support is requested and complete the relevant information (this is not applicable to participants from invited organizations);
- Based on the data input, the InTouch+ platform will automatically generate the Participation Form (Form A) and/or the Grant Application Form (Form C);
- Submit their application.

Once submitted through the InTouch+ platform, the application, together with the auto-generated form(s), will be transmitted automatically to the required authority for approval. If approved, the application, together with the applicable form(s), will automatically be sent to the IAEA through the online platform.

NOTE: The application for financial support should be made, together with the submission of the application, by **15 August 2024**.

For additional information on how to apply for an event, please refer to the [InTouch+ Help](#) page. Any other issues or queries related to InTouch+ can be sent to InTouchPlus.Contact-Point@iaea.org.

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

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. The IAEA may also use the contact details of Applicants to inform them of the IAEA's scientific and technical publications, of the latest employment opportunities and current open vacancies at the IAEA. These secondary purposes are consistent with the IAEA's mandate. Further information can be found in the [Data Processing Notice](#) concerning IAEA InTouch+ platform.

Papers and Presentations

The IAEA encourages participants to give presentations on the work of their respective institutions that falls under the topics listed above.

Participants who wish to give presentations are requested to submit an abstract of their work. The abstract will be reviewed as part of the selection process for presentations. The abstract should be in A4 page format, should extend to no more than two pages (including figures and tables) and should not exceed 500 words. It should be sent electronically to Katsuya Iino, the Scientific Secretary of the event (see contact details below), not later than **30 July 2024**. Authors will be notified of the acceptance of their proposed presentations by **15 August 2024**.

In addition to the registration already submitted through the InTouch+ platform, participants have to submit the abstract, together with the Form for Submission of a Paper (Form B), to the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) or organization for onward transmission to the IAEA not later than **30 July 2024**.

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, together with the submission of the application, by **15 August 2024**.

Venue

The event will be held at 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:

www.iaea.org/events.

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.

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.

IAEA Contacts

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

Event Web Page

Please visit the following IAEA web page regularly for new information regarding this event:

www.iaea.org/events/EVT2304023

Form for Submission of a Paper

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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 k.iino@iaea.org and to the Administrative Secretary s.t.elamkunnam@iaea.org.

Deadline for receipt by IAEA through official channels: 15 August 2024

Title of the paper:		
If applicable: Abstract ID in IAEA-INDICO:		
Family name(s) and first name(s) of all author(s) (same as in passport(s):	Scientific establishment(s) in which the work has been carried out	City/Country
1.		
2.		
3.		
Family name(s) and first name(s) of author presenting the paper (same as in passport):	Mr/Ms:	
Mailing address:		
Tel. (Fax):		
Email:		
I plan to attend virtually: Yes <input type="checkbox"/> No <input type="checkbox"/>		

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Date:

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