



IAEA

Atoms for Peace and Development

الوكالة الدولية للطاقة الذرية

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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2021-08-30

Excellency,

I have the honour to inform you that the International Atomic Energy Agency (IAEA) will hold the **Workshop to Exchange Experience among Trainers on the IAEA's Models for Energy System Planning** (hereinafter referred to as "event") at its Headquarters in Vienna, Austria, from **13 to 16 December 2021**.

In addition, the event will allow for virtual participation.

The purpose of the event is to provide trainers with a forum to exchange experiences on the IAEA's models for energy system planning. It will also enable them to exchange experiences related to training events, identify positive lessons learned and address challenges by providing recommendations for the improvement of future training events.

The attached Information Sheet provides further details of the event.

The event will be held in English.

I should be grateful if your Government would recommend an expert to be designated by the Secretariat as a participant in the event. The expert should have specialized knowledge of, or experience in, conducting training courses on energy planning using the IAEA's analytical tools. The participant can come from national energy/electricity planning organizations, utilities, research institutions, academia and international/regional organisations. Member States are strongly encouraged to identify suitable women participants. In this connection, the Secretariat understands that Ms Alenka Kinderman Lončarević, Hrvoje Pozar Energy Institute, Savska Cesta 163, P.O. Box 141, 10001 Zagreb, Croatia, Email: akinderman@eihp.hr could make a valuable contribution to the work of the event and your Government may wish to consider recommending her for this purpose.


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. The Scientific Secretary of the event, Mr Manuel Welsch of the Division of Planning, Information and Knowledge Management (Email: M.Welsch@iaea.org) will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once we have received your Government's official response.

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.

The IAEA takes no responsibility for, and the provider of the virtual meeting services has represented and warranted that the Services shall not contain, and that no end user shall receive from the software used to hold the virtual meeting, any virus, worm, trap door, back door, timer, clock, counter or other limiting routine, instruction or design, or other malicious, illicit or similar unrequested code, including surveillance software or routines which may, or is designed to, permit access by any person, or on its own, to erase, or otherwise harm or modify any data or any system, server, facility or other infrastructure of any end user (collectively, a "Disabling Code").

I would appreciate receiving your Government's response not later than **15 October 2021**.

Accept, Excellency, the assurances of my highest consideration.


Wei Huang
Director
Division of Planning, Information and
Knowledge Management
Department of Nuclear Energy

Enclosures: Information Sheet

Participation Form (Form A)

Grant Application Form (Form C)