



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

Pilot Training Course on Nuclear Supply Chain Management and Procurement

**IAEA Headquarters
Vienna, Austria**

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Information Sheet

Introduction

Nuclear power plants employ sophisticated engineering technologies to generate electricity and heat for periods of at least 40 to 60 years. Various suppliers provide related products and services for nuclear power plant (NPP) operators throughout the life cycle of NPPs in the areas of design, manufacture, construction, operation and decommissioning. All suppliers need to comply with well-established requirements and have a pool of their own suppliers and subcontractors that supply NPP sub-assemblies, parts and services.

In recent years, the construction and operation of NPPs have been impacted by significant supply chain-related concerns. There have been temporary shutdowns of NPPs due to the installation of counterfeit, fraudulent or substandard items, significant issues related to the increased reliance on digital equipment and components containing unvalidated software. Effective and efficient oversight of the global nuclear supply chain is crucial to safety and quality, in both nuclear new build and operating nuclear facilities.

The Division of Nuclear Power has developed a Nuclear Contracting Toolkit for NPPs. It has also finalized an e-learning course on procurement. Additionally, the Nuclear Power Engineering Section recently published *Procurement Engineering and Supply Chain Guidelines in Support of Operation and Maintenance of Nuclear Facilities* (IAEA Nuclear Energy Series No. NP-T.3.21). Another publication, *Managing Counterfeit and Fraudulent Items in the Nuclear Industry* (IAEA Nuclear Energy Series No. NP-T.3.26), was issued in March 2019. At the same time, supply chain management continues to be a challenge for Member States embarking on nuclear power programmes, as well as for those expanding their existing programmes.

In April 2018, the Standing Advisory Group on Nuclear Energy (SAGNE) recommended that the IAEA should “pursue wider international collaboration to manage and improve interfaces between regulators, technical support organizations, owner/operators and suppliers”. As an example of the above, SAGNE proposed “an online platform or portal for information and resource sharing, such as a Nuclear Supply Chain Toolkit”. This recommendation has been supported by two Technical Meetings: a Technical Meeting on Recent Developments in International and National Management System Standards, Including Quality Management Aspects (December 2017) and a Technical Meeting on Quality Assurance and Quality Control Activities as Part of a Nuclear Power Plants Management System: Lessons Learned and Good Practices (November 2018).

As a result, a project has been started based on Peaceful Uses Initiative funding from the USA, entitled ‘Quality and Management System Aspects of Nuclear Procurement Engineering and Supply Chains’, and consultancy meetings were held in 2018–2019 to discuss the plans for a web-based toolkit and a regular course on supply chain management.

Objectives

The objective of the event is to provide information to Member States on good practices for the management of procurement and supply chain activities related to the construction, operation and maintenance of nuclear facilities. These practices include typical activities such as needs identification, requirements development, value analysis, supplier identification and qualification, negotiation, buying activities, establishing acceptance criteria, contract management, inventory control, transportation, receiving and warehousing. Although the event is targeted at Member States currently operating NPPs, the principles and processes described are generally applicable to new build NPP projects, large refurbishments, advanced newcomers and other nuclear facilities.

Given the ‘pilot’ status of the event, the participants are also expected to provide feedback to the IAEA on how its structure and the Nuclear Supply Chain Toolkit, to be reviewed during the event, can be further refined. At the end of the event, the objective is to have a tested structure and toolkit to create a regularly scheduled IAEA training course on nuclear supply chain management. Additional modules may be added to the toolkit depending on the needs of Member States, or their feedback, for wider distribution.

Target Audience

The event is aimed at, among others, managers in charge of, or planning to participate in, the development, implementation and improvement of supply chain management within their organizations or those overseeing suppliers for nations with established nuclear power programs, or nations at the advanced stage of embarking upon one. Similarly, the following groups would be relevant for participation: early-, mid-, and late-career staff of the suppliers who are responsible for their supply chain management and sub-suppliers, specialists from regulatory bodies that audit the assessment of operators or suppliers’ supply chain management.

Working Language(s)

English.

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, 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 **24 June 2019**. Participants who are members of an organization invited to attend are requested to send the **Participation Form (Form A)** through their organization to the IAEA by above deadline.

NOTE: It is requested that all participants fill out Forms A and C for the purposes of attending this pilot course. This is to help the Agency determine the final selected cadre of participants in the event that too many applicants submit requests to participate. Priority will be given to candidates who submit both Forms A and C.

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

Please note that the IAEA is in a transition phase to manage the entire registration process for all regular programme events electronically through the new InTouch+ (<https://intouchplus.iaea.org>) facility, which is the improved and expanded successor to the InTouch platform that has been used in recent years for the IAEA's technical cooperation events. Through InTouch+, prospective participants will be able to apply for events and submit all required documents online. National authorities will be able to use InTouch+ to review and approve these applications. Interested parties that would like to use this new facility should write to: InTouchPlus.Contact-Point@iaea.org.

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 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 **24 June 2019**.

Venue

The event will be held in Board Room C of 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:

<http://www-pub.iaea.org/iaeaevents/GeneralInfo/Guide/VIC>.

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 to allow for timely registration. Participants will need to present an official photo identification document 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

Scientific Secretaries:

Mr Pekka Pyy

Division of Nuclear Power
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 26189/22804

Fax: +43 1 26007

Email: P.T.Pyy@iaea.org

Mr Andrew Cartas

Division of Nuclear Power
Department of Nuclear Energy
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA

AUSTRIA

Tel.: +43 1 2600 26718

Fax: +43 1 26007

Email: A.R.Cartas@iaea.org

Administrative Secretary:

Ms Olga Glöckler

Division of Nuclear Power

Department of Nuclear Energy

International Atomic Energy Agency

Vienna International Centre

PO Box 100

1400 VIENNA

AUSTRIA

Tel.: +43 1 2600 22804/22799

Fax: +43 1 26007

Email: O.Gloeckler@iaea.org

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