



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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In reply please refer to: **EVT1804486**
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The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the IAEA's Member States and has the honour to draw their attention to the **Technical Meeting on Using Social Media for Public Communication and Stakeholder Involvement for Nuclear Programmes** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **9 to 13 December 2019**.

The purpose of the event is to gather and share information on international experiences in the use of social media for public communication and stakeholder involvement in the nuclear field.

The attached Information Sheet provides further details of the event.

The event will be held in English.

Member States are invited to designate one or more participants for this event. Member States are strongly encouraged to identify suitable women 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 at the time of designating the participants using the attached Grant Application Form (Form C).

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.

Designations should be submitted to the IAEA through the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) not later than **26 September 2019** using the attached Participation Form (Form A). Completed and authorized Participation Forms should be sent either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Copies should be sent by email to the Scientific Secretary of the event, Mr Masahiro Tachibana, Division of Nuclear Fuel Cycle and Waste Technology, Department of Nuclear Energy (Email: M.Tachibana@iaea.org), and to the Administrative Secretary, Ms Shahnoza Arzikulova (Email: S.Arzikulova@iaea.org). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once official designations have been received.

Should Governments wish, in addition, to appoint one or more observers to assist and advise the designated participants, they are kindly requested to inform the IAEA of the names and contact details of any such observers by the above date. In accordance with the established rules, Governments are expected to bear the cost of attendance of any observers they may send to IAEA events. Compensation is not payable by the IAEA for any damage to or loss of observers' personal property or for illness, injury or death occurring while travelling to or in connection with their attendance at IAEA events.

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to assure the IAEA's Member States of its highest consideration.



2019-07-30

Enclosures: Information Sheet
 Participation Form (Form A)
 Grant Application Form (Form C)



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

**Technical Meeting on
Using Social Media for Public Communication
and Stakeholder Involvement
for Nuclear Programmes**

**IAEA Headquarters
Vienna, Austria
VIC M7/M0E15/M0E16**

9–13 December 2019

Ref. No: EVT1804486

Information Sheet

A. Background

It has been generally acknowledged that an appropriate public communication and stakeholder involvement is key to nuclear programme. It is aimed to offer effective methods and process to engage a wide range of stakeholders in communication, deliberation and decision-making on important national agenda on nuclear programme, thereby enhancing public confidence in the decision and the process. The same is true for communication on daily operation of nuclear facilities or critical situation where a quick communication to the public is required – it helps assure proper information is distributed to the public in a timely manner and safety measures are in place to protect the human health and the environment.

Social media has been becoming an effective tool of real-time information sharing and direct interaction with the audience. This is supported by advanced IT technology and fast penetration of mobile phones across the world. Available data shows that current global users of social media now accounts for 3.484 billion (as of January 2019). It also can serve as an important communication channel for keeping stakeholders updated and engaged in the decision-making process. Albeit new opportunities social

media can bring – quick, easy, interactive communication – there are challenges and risks associated with its use. Typical questions which should be addressed include: how to effectively monitor comments posted by different account holders in different social media platforms; what internal guideline and process should apply to create social media accounts and respond to questions and comments; how to ensure appropriate procedures are in place for clearing and approving content to be posted in social media; and how to deal with misinformation. Governments and organizations responsible for, and involved in, national nuclear programme have become aware of these challenges. But it is generally observed these entities do not have much experience and know-how to work with evolving landscape of social media.

The IAEA carries out a variety of initiatives and activities on topics related to public communication and stakeholder involvement. One of these initiatives is a development of a new web-platform, named “Nuclear Communicator’s Toolbox” (hereinafter referred to as “Toolbox”). It is intended to serve as a one-stop web platform compiling and navigating general information relevant to this field. The Toolbox is expected to be launched in Q3 of 2019. After launched, it will be subject to periodical review and update as new inputs are obtained. Case studies experienced by the Member States is one of the components which will be incorporated in the Toolbox at future updates.

One page of the Toolbox is devoted to topics associated with social media. It covers general information concerning social media, including benefits and general guidance of using social media and description of different type of platforms in operation. However, the page does not offer information specific to the nuclear sector, nor specific experiences and lessons learned on using social media. In order to take advantage of expertise and experiences of leading practitioners and opportunities for mutually learning among the Member States, the Technical Meeting (TM) will be organized particularly for the benefits of national or local representatives in a position to engage in public communication and stakeholder involvement in the nuclear field.

B. Objectives

The objective of this TM is to gather and share international experiences on using social media for public communication and stakeholder involvement in the nuclear field with a view to providing an input for the updating contents of the Nuclear Communicator’s Toolbox.

C. Target Audience

Participants are expected to bring personal expertise and experience in engaging in using social media for public communication and/or stakeholder involvement in the nuclear field.

In addition, specific name of individuals, the Scientific Secretary considers will make a valuable contribution to the TM as speakers, may be communicated to the Member State concerned for consideration.

D. Expected Outputs

The TM is expected to result in the exchange of knowledge and experience among participants. The outcome of the TM will be summarized in the meeting report, including major findings, good practices and Chair’s recommendation, which will constitute an input for future updating content for the Nuclear Communicator’s Toolbox.

E. Working Language

The working language of the meeting will be English. All communications must be submitted in this language. PowerPoint presentation slides should also be prepared in English.

F. Application Procedures

Designations should be submitted through InTouch+ (<https://Intouchplus.iaea.org>) or by using the attached Participation Form (Form A). Completed requests should be endorsed by the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority), or by an organization invited to participate, and returned through the established official channels. **They must be received by the IAEA not later than 26 September 2019.** Designations received after that date or applications sent directly by individuals or by private institutions cannot be considered. Designating Governments and invited organizations will be informed in due course of the names of the selected candidates and at that time full details will be given on the procedures to be followed with regard to administrative and financial matters.

G. 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 Technical Meeting. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Such assistance may be offered upon specific request to normally one or more participants per country provided that, in the IAEA's view, the participant(s) on whose behalf assistance is requested will make an important contribution to the Technical Meeting. The application for financial support should be made at the time of designating the participant(s). If Governments wish to apply for a grant on behalf of one of their experts, they should address specific requests to the IAEA to this effect. Governments should ensure that applications for grants are submitted by 26 September 2019 through InTouch+ (<https://Intouchplus.iaea.org>) or using a signed Grant Application Form (Form C). Approved grants will be issued in the form of a lump sum payment that usually covers only part of the cost of attendance.

H. Venue

The Technical Meeting will be held at the IAEA's Headquarters in Vienna, Austria, in Meeting Room M7 of the Vienna International Centre (VIC), and will commence at 11:00 a.m. on **Monday, 9 December 2019**. Meeting Room M0E15 and M0E16 will also be available during the meeting. Participants are advised to arrive one hour prior to the convening time of the Technical Meeting to allow for timely registration. Participants will need to present an official photo identification document in order to be admitted to the VIC premises.

I. 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.

J. Related IAEA Publications

- **Nuclear Communicator's Toolbox [still subject to fine-tuning]:**
<https://www.iaea.org/resources/nuclear-communicators-toolbox>
- **Stakeholder Involvement in Nuclear Issues**, INSAG-20, IAEA, Vienna (2006)
http://www-pub.iaea.org/MTCD/publications/PDF/Pub1276_web.pdf
- **Stakeholder Involvement Throughout the Life Cycle of Nuclear Facilities**, IAEA Nuclear Energy Series No. NG-T-1.4, IAEA, Vienna (2011)
http://www-pub.iaea.org/MTCD/Publications/PDF/Pub1520_web.pdf
- **Communication and Consultation with Interested Parties by the Regulatory Body**, GSG-6 (2017)
<http://www-pub.iaea.org/books/IAEABooks/11029/Communication-and-Consultation-with-Interested-Parties-by-the-Regulatory-Body>
- **Communication with the Public in a Nuclear or Radiological Emergency** (EPR-Public Communications, 2012)
http://www-pub.iaea.org/MTCD/Publications/PDF/EPR-Communcation_web.pdf
- **Method for Developing a Communication Strategy and Plan for a Nuclear or Radiological Emergency** (EPR-Public Communication Plan, 2015)
http://www-pub.iaea.org/MTCD/Publications/PDF/EPR-CommPlan2015_web.pdf
- **Module 3 of the E-learning for Nuclear Newcomers:**
<https://www.iaea.org/NuclearPower/Infrastructure/elearning/>
- **Training Materials on Communication with the Public in a Nuclear or Radiological Emergency** (Training Materials), IAEA (2012)
<http://www-pub.iaea.org/MTCD/Publications/PDF/EPR-Communcation-Manual/Start.pdf>

K. Organization

Official correspondence with regard to the technical aspects of the meeting should be addressed to the Scientific Secretary:

Mr Masahiro Tachibana

Division of Nuclear Fuel Cycle and Waste Technology

Department of Nuclear Energy

Vienna International Centre

PO Box 100

1400 VIENNA

AUSTRIA

Tel.: +43 1 2600 22823

Email: M.Tachibana@iaea.org

Official correspondence with regard to administrative issues should be addressed to the Administrative Secretary:

Ms Shahnoza Arzikulova

Division of Nuclear Fuel Cycle and Waste Technology

Department of Nuclear Energy

Vienna International Centre

PO Box 100

1400 VIENNA

AUSTRIA

Tel.: +43 1 2600 22650

Email: S.Arzikulova@iaea.org

Participation Form

Technical Meeting on Using Social Media for Public Communication and Stakeholder Involvement for Nuclear Programmes

IAEA Headquarters, Vienna, Austria

9–13 December 2019

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 M.Tachibana@iaea.org and to the Administrative Secretary S.Arzikulova@iaea.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: 26 September 2019

Family name: (e.g. Smith)	First name(s): (e.g. John)	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
Would you prefer to present your paper as a poster?	Yes	No
Title:		

Grant Application Form

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Deadline for receipt by IAEA through official channels: 26 September 2019

Family name: (e.g. Smith)	First name(s): (e.g. John)	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
