



Technical Meeting on Management Systems and Their Evaluation

Hybrid Event

25-28 April 2023

Ref. No.: EVT2103901

Information Sheet

Introduction

Principle 3 of IAEA Fundamental Safety Principles requires that safety has to be achieved and maintained by means of an effective management system. IAEA Safety Series GSR Part 2, *Leadership and Management for Safety*, sets out requirements for such a management system. Fundamental to the management system is that it shall be subject to review, assessment and evaluation as the basis of continual improvement of performance of safety and other objectives of the management system.

Whereas GSR Part 2 includes numerous requirements for assessment, evaluation and review of various elements of the management system for safety, it does not provide guidance on how these activities should be carried out. Guidance on various aspects of assessment, evaluation and review is dispersed in other IAEA publications, such as Safety Guide GS-G-3.1 – Application of Management System for Facilities and Activities – and Safety Guide GS-G-3.5 – The Management System for Nuclear Installations, but these do not necessarily contain guidance on practical methods for the effective conduct of these activities. The same applies to the OSART mission guidelines (2016).

Nuclear Energy Basic Principles (NE-BP) provide a complementary view to safety of important areas to be covered for a sustainable nuclear energy production: benefits, transparency, resource efficiency and continual improvement. Development and Implementation of a Process-Based Management System, NG-T-1.3 - provides advice on developing a management system. TECDOC 1740 - Use of a Graded Approach in the Application of the Management System Requirements for Facilities and Activities - focusing on using resources based on the importance of the activity or its object. TECDOC 1910, Quality Assurance

and Quality Control in Nuclear Facilities and Activities: Good Practices and Lessons Learned - addresses on how to include detailed quality management in a management system.

None of the abovementioned publications includes practical detail guidance on how to assess if a management system is suitable for its purpose. Consequently, a lot are left to the personal competence and understanding of the evaluators, which may lead to significant variation in the review work. Many IAEA Member States (MSs), particularly the operating ones who experience the burden of many different evaluations and those establishing nuclear power programmes or expanding their production, have indicated that there is a need to collect methodologies, approaches, good practices and lessons learned in this area. As there are different types of organizations, one evaluation approach or scope may not totally fit all.

Based on these needs, a draft publication has been drafted to aid the MSs (DPP 2020_12_152_038).

Objectives

The purpose of the event is to provide a forum for the international exchange of current issues, experiences and lessons learned in Member States and through the activities of other international organizations and non-governmental organizations in the area of management systems and their evaluation; and to contribute to and review a draft IAEA publication on this topic.

Scope

The draft NES publication will be provided to the participants before the TM. The participants are requested to review and discuss the draft and be ready to propose amendments where necessary.

The participants are also expected to discuss different methods, tools, approaches and standards that may aid in assessing efficiency and effectiveness of management systems.

Separately, the scope will include presentations and discussions on the topics related to the needs, approaches, tools, problems, solutions and advice related to management systems and their assessment.

Target Audience

The meeting is intended for representatives of Member States with an operating NPP or other operating nuclear facility, and of Member States that are either building an NPP or are in an advanced planning phase for construction of a plant, as well as for individuals from international organizations involved in the development and/or promotion of quality and management related documents and activities.

Participants may be, e.g., senior managers in charge of developing, assessing and improving management system activities at their facilities; specialists from regulatory bodies who oversee the review and assessment of their organizations', operators' or suppliers' management; representatives of major engineering, procurement, manufacturing and construction contractors. Officers from international and non-governmental organizations that are involved in the development or promotion of management systems may also find useful participate.

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 **1 March 2023**. 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 the above deadline. Selected participants will be informed in due course on the procedures to be followed regarding 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.

Presentations

The participants are requested to prepare a presentation on challenges, practical solutions and lessons learned in assessing management systems or on any related topic. The proposed presentations, or an extended outline of these, should be sent to the Scientific Secretary, Mr Pekka Pyy (see contact details below in the IAEA Contacts section), for review and incorporation into the meeting agenda not later than 1 March 2023.

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 (please, also observe the planned hybrid format).

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 **1 March 2023**.

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.

The virtual component of the event is tentatively planned to be held via IT platform WebEx. The virtual component may not be available for all the parts of the event, and the organisers reserve the right for cancelling it subject to the circumstances.

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 and correspondence on other matters related to the event to the Administrative Secretary.