



IAEA

International Atomic Energy Agency
Atoms for Peace and Development

Technical Meeting of the International Low Level Waste Disposal Network (DISPONET) on Lessons Learned from the Disposal of Low Level Waste

**Hosted by the
Government of Canada**

**through the
Canadian Nuclear Laboratories (CNL) and Canadian Nuclear Safety Commission
(CNSC)**

**Ottawa, Canada
and virtual participation via Cisco Webex**

18–22 November 2024

Ref. No.: EVT2304436

Information Sheet

Introduction

Radioactive waste disposal facilities are required by Member States as an endpoint in the management of radioactive waste. Very low level waste (VLLW) and low level waste (LLW) are typically eligible for disposal in the near surface.

Although the process for siting these disposal facilities is carried out on a case-by-case basis, there are many common themes between Member States in this area. The site characterization programme is implemented to confirm the site. However, determining the sites technical suitability alone is not sufficient. Already in the early stages of siting it is important to develop a close working relationship with potential communities. The approach taken to working with the public may incorporate a diverse range of cultural, policy, and technical viewpoints, dependent on Member State specific conditions. This meeting will focus on exploring these experiences and lessons learned from Member States with near surface disposal facility programmes.

Over the years, considerable experience has been gained in the design, construction, and operation of near surface disposal facilities for VLLW and LLW. DISPONET, the International Low Level Waste Disposal Network, was established in 2010. The primary objective of DISPONET is to facilitate communications, and exchanges of ideas and good practice among Member States pursuing disposal of VLLW and LLW, as well as intermediate level waste (ILW), where it is not planned for co-disposal with high level (HLW) waste in deep geologic repositories.

Objectives

The purpose of the event is to facilitate the exchange of information and to foster discussion among members of DISPONET with respect to recent experiences, good practices and lessons learned in the disposal of low level waste. The event will have a technical focus on site characterization for low level waste disposal facilities.

Specifically, this 2024 annual meeting will concentrate in particular on experiences gained in working with Indigenous Nations and local communities in siting waste disposal facilities when preparing for and conducting site characterization. The Canadian facilities at Chalk River and Port Hope provide excellent examples from which participants can learn by experiencing first hand via site visits.

Target Audience

The meeting is targeted to representatives of organizations substantially contributing to sharing experience in the Disposal of Low-Level Waste.

Working Language(s)

The working language of the meeting will be English. Interpretation services will not be provided. All communications, reviews and discussion papers must be submitted in English.

Expected Outputs

The primary outputs of this Technical Meeting will include the minutes of the meeting and a library of presentations. These will encompass:

1. Annual Member State updates on progress in their disposal programmes for VLLW, LLW and ILW.
2. Records of technical discussions, supported by detailed technical presentations, focusing on collaborating with local communities and siting waste disposal facilities.

Topics

Administrative:

- Roll call and introductions
- Review and accept minutes from the last annual meeting
- Administrative update on Network issues
- Planning for Network activities in 2024 and beyond
- Questions and/or suggestions on Network administration.

Programmatic:

Country Updates - Network members are requested to prepare a short country update specific to each Member State's programme in MS PowerPoint. The updates should be uploaded to the DISPONET website *at least two weeks prior to the meeting*. Country Updates will be discussed in a roundtable format, however, Member States with particularly interesting updates will be afforded extra time if requested. Member States desiring more time should contact the Scientific Secretary directly *at least two weeks prior to the meeting*.

Technical Presentations - The technical component of the meeting will allow Member States the opportunity to present and discuss issues related to the following topics through a series of Technical Presentations.

- Working with local communities and siting waste disposal facilities; and
- Planning for and implementing Site Characterization activities while working with the local community and other stakeholders.

Review and endorsement of the IAEA draft technical report - Participants of the DISPONET meeting will get the opportunity to review and endorse the final draft of the technical document on design considerations for closure of near surface waste disposal facilities.

Technical Visits - Technical visits to the waste management facilities both at Chalk River and Port Hope are planned to allow members the opportunity to see first-hand the operations of large near surface facilities.

Presentation guidelines

Member State updates may be submitted either as standard Microsoft PowerPoint slides or as pre-recorded video presentations. If submitted as pre-recorded presentations, these should be designed using Microsoft PowerPoint in landscape with a slide ratio of 16:9 using the 'Record Slide Show' function and saved as an MPEG-4 video (*.mp4) file, not exceeding 2 GB. This will allow all participants to watch the updates at a convenient time. Further details on pre-recording Member State updates will be provided upon request. Please note that the original Microsoft PowerPoint slides, used to generate video presentations, should also be provided to the secretariat.

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 **6 September 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 **6 September 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, or 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 technical 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 2 pages (including figures and tables) and should not exceed 500 words. It should be sent electronically to Mr Gerald Nieder-Westermann, the Scientific Secretary of the event (see contact details below), not later than **6 September 2024**. Authors will be notified of the acceptance of their proposed presentations by **20 September 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 **6 September 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 **6 September 2024**.

Venue

The event will be hosted by the Canadian Nuclear Laboratories (CNL) and Canadian Nuclear Safety Commission (CNSC) at:

Canadian Nuclear Safety Commission (CNSC)

280 Slater Street, Ottawa

K1P 5S9, Ontario, Canada

Visas

Participants who require a visa to enter Canada should submit the necessary application as soon as possible to the nearest diplomatic or consular representative of Canada.

IAEA Contacts

Scientific Secretary:

Mr Gerald Nieder-Westermann

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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/EVT2304436

Enclosure: Form for Submission of a Paper (Form B)

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 G.Nieder-Westermann@iaea.org and to the Administrative Secretary S.T.Elamkunnam@iaea.org.

Deadline for receipt by IAEA through official channels: 6 September 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 No

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Date:

Signature of main author: