



Meeting of the Steering Committee on Regulatory Capacity Building

**IAEA Headquarters
Vienna, Austria**

13 - 17 October 2025

Ref. No.: EVT2401345

Information Sheet

Introduction

In December 2007, a Technical Meeting was held in Vienna to advise the International Atomic Energy Agency (IAEA) on ways in which it might improve the training available for regulatory bodies in Member States with nuclear power plants. The meeting reached a broad consensus supporting the establishment of a Steering Committee on Competence of Human Resources for Regulatory Bodies. An action plan was developed during the meetings of the Steering Committee in 2009 and 2010, with a view to supporting the objectives of the Steering Committee's strategic work programme. In its later meetings, the Steering Committee expanded to include regulators from countries planning to embark on a nuclear power programme and contributed to the development of the Strategic Approach to Education and Training in Nuclear Safety 2013-2020 and its terms of reference, as well as publications in its subject area. The Steering Committee also agreed on a revised name - Steering Committee on Regulatory Capacity Building - to better reflect its lines of work. The subsequent meetings of the Steering Committee continued the work of the previous meetings and included specific sessions on topics suggested by the Member States, such as knowledge management and training in all areas of nuclear safety. This 17th meeting of the Steering Committee will allow for a focused exchange of information on the current activities of the IAEA Secretariat and Member States in managing, developing and strengthening regulatory capacities. The meeting will focus on the implementation of the Strategic Approach to Capacity Building in Nuclear Safety and Security 2022-2030 to ensure a consistent and useful approach.

Objectives

The objectives of the event are to:

- Exchange information on current IAEA and Member State activities related to building and sustaining regulatory capacity in nuclear safety.
- Overview the implementation of the Strategic Approach to Capacity Building in Nuclear Safety

and Security 2022-2030.

- Discuss the development of national strategies and the analysis of relevant capabilities. Provide hands-on sessions allowing the participants to acquire practical experience with the Progress Monitoring System for Nuclear Safety Capacity Building and other programmes and tools, such as the Global Education and Training Resources, the Regulatory Cooperation Forum and the Nuclear Safety and Security Online User Interface.
- Discuss the general challenges faced by Member States in the area of capacity building; and planning of activities for the strategic approach to regulatory capacity building for the period 2022-2030.

Target Audience

The event is primarily intended for senior staff members with responsibilities for regulatory capacity building from the regulatory bodies of Member States with nuclear power plants and of Member States that are embarking on a nuclear power programme. Member States are strongly encouraged to identify women participants.

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 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 **30 June 2025**, 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 **30 June 2025**.

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 the IAEA InTouch+ platform.

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 .

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 **30 June 2025**.

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:
<https://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.

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.

Organization

Scientific Secretary

Ms Alejandra Poveda Solano

Division of Nuclear Installation Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22682

Fax: +43 1 26007

Email: A.Poveda-Solano@iaea.org

Co-Scientific Secretary

Ms Rahila Hammad

Division of Nuclear Installation Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 24893

Fax: +43 1 26007

Email: R.Hammad@iaea.org

Administrative Secretaries

Ms Agnieszka Pirkfellner

Division of Nuclear Installation Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 24287

Fax: +43 1 26007

Email: A.Pirkfellner@iaea.org

Ms Christa Maria Cermak

Division of Nuclear Installation Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 22514

Fax: +43 1 26007

Email: C.M.Cermak@iaea.org

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.