



# **Open-ended Meeting of Technical and Legal Experts on States' Implementation of the Guidance on the Management of Disused Radioactive Sources**

**IAEA Headquarters  
Vienna, Austria**

**9 - 13 June 2025**

**Ref. No.: EVT2405170**

## **Information Sheet**

### **Introduction**

The Code of Conduct on the Safety and Security of Radioactive Sources (Code of Conduct) applies to all radioactive sources that may pose a significant risk to individuals, society, and the environment, as referenced in Annex I of the Code of Conduct. Further, the Code of Conduct establishes that every State should take the appropriate measures necessary to ensure “that the radioactive sources within its territory, or under its jurisdiction or control, are safely managed and securely protected during their useful lives and at the end of their useful lives.” Paragraphs 5(b), 7(a), 8(b), 14, 15, 20(e)(vii), 20(q), 22(b) and 27 of the Code of Conduct outline objectives and basic principles for the safe management and secure protection of disused radioactive sources.

The Guidance on the Management of Disused Radioactive Sources (Guidance) applies to all radioactive sources within the scope of the Code of Conduct (Category 1 to 3 radioactive sources) and advises on the management options for disused radioactive sources in a manner consistent with the Code of Conduct. The Guidance, which is supplementary to the Code of Conduct, also takes into account the Joint Convention on the Safety of Spent Fuel Management and on the Safety of Radioactive Waste Management (1997) as well as Safety Standards and Nuclear Security Series publications and the Nuclear Energy Series.

Ensuring the safe management and secure protection of radioactive sources requires the establishment of effective regulatory control of radioactive sources, applicable from the stage of initial production to their final disposition. The sharing of national policies and strategies for the management and control of disused radioactive sources and reporting on successful national practices and lessons learned on this subject will contribute towards the safety and security of radioactive sources and will assist many States in addressing challenges they face in the management of disused radioactive sources.

## Objectives

The purpose of the event is to enable Member States to exchange experiences in relation to the management of disused radioactive sources, as recommended by the Code of Conduct on the Safety and Security of Radioactive Sources and by the Guidance on the Management of Disused Radioactive Sources; to provide guidance on the safe management and secure protection of disused radioactive sources; and to discuss challenges in this area.

The exchange of experiences will:

- (a) Assist States in their national implementation of the Code of Conduct and Guidance, by enabling them to learn from the experiences of others and to evaluate their own progress on implementation of the Code of Conduct and Guidance;
- (b) Increase the knowledge of States concerning the capability of other States to manage disused radioactive sources in a manner consistent with the Code of Conduct and Guidance;
- (c) Increase awareness of the Secretariat about the implementation of the Code of Conduct and Guidance to assist in the planning of assistance activities; and
- (d) Invite and encourage more States to implement (and politically commit to) the Code of Conduct and Guidance.

The exchange of experiences and discussions will be voluntary in nature and will focus on the effective regulatory control and management options for all radioactive sources within the scope of the Code of Conduct and Guidance (Category 1 to 3 radioactive sources), including: establishment of national policy and strategy for the management of disused radioactive sources; legislation and regulations' requirements for the management of disused radioactive sources; regulatory body functions and responsibilities for the control of the safety and security of disused radioactive sources; requirements and practices for short-term storage, transport, transit and transshipment, reuse and recycling, long-term storage and disposal, return to the supplier and management of orphan sources. The benefits of implementing the Guidance provisions to avoid loss of control over disused radioactive sources will be highlighted.

The main output of the meeting will be clear recommendations to support States implementation of the Code of Conduct and Guidance in the safe management and secure protection of disused radioactive sources.

## Target Audience

The meeting is intended for technical and legal experts from regulatory bodies, operators of facilities and service providers for disused radioactive sources and other stakeholders that are involved in the safe management and secure protection of such sources. Participants should have experience in the establishment, implementation, and supervision for the management of disused radioactive sources. States are invited to designate one or more participants for this meeting.

States are encouraged to prepare and submit a voluntary National Presentation on implementation of the Code of Conduct and Guidance with focus on the management of disused radioactive sources. The Secretariat will provide a template for the National Presentation.

National Presentations should be provided to the Secretariat by **Wednesday, 30 April 2025** to facilitate their analysis and dissemination.

States are further encouraged to share experiences related to the management of disused radioactive sources and implementation of the Code of Conduct and Guidance in a manner that fulfils or exceeds the current guidance are encouraged to provide one or all of the following:

- Papers or presentations on management options for disused radioactive sources; and/or
- Papers or presentations on implementation of the Code of Conduct and Guidance that fulfils or exceeds the current guidance.

Management options and implementation of the Code of Conduct and Guidance can be covered in one paper or presentation. Topics of the paper or presentation might include: establishment of national policy and strategy for the management of disused radioactive sources; legislation and regulations' requirements for the management of disused radioactive sources; regulatory body roles and responsibilities for the regulation of the safe management and secure protection of disused radioactive sources; requirements and practices for short-term storage, transport, transit and transshipment, reuse and recycling, long-term storage and disposal, return to supplier and management of the orphan sources.

Papers and presentations should be provided to the Secretariat by **Wednesday, 30 April 2025** to facilitate their review.

## Working Language(s)

The meeting will be held in 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 **Monday, 31 March 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](mailto: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 **Monday, 31 March 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](mailto: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.

## 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 **Monday, 31 March 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

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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.