



# **Train the Trainers Course on Contingency Response Planning for Facilities Using or Storing Nuclear Material**

**Nuclear Security Training and Demonstration Centre (NSTDC)**

**Seibersdorf, Austria**

**7 - 11 July 2025**

**Ref. No.: EVT2405540**

## **Information Sheet**

### **Introduction**

The IAEA Nuclear Security Series (NSS) Objectives and Essential Elements of a State's Nuclear Security Regime (NSS No. 20) calls for the establishment of contingency plans to respond to malicious activities at nuclear facilities. The document also states that the contingency plans should be appropriately exercised by all license holders and authorities concerned. This training course, which will include scenario-based discussions and practical exercises, will assist Member States in meeting the specified NSS. 20 objectives by addressing the IAEA guidance for nuclear facility security, and by providing examples of adversary and response force actions, emergency management and post-attack recovery considerations, and safety–security interface.

### **Objectives**

The course will be conducted at the Nuclear Security Training and Demonstration Centre (NSTDC) at Seibersdorf and will provide Member States' training staff with the knowledge and understanding related to the Contingency Response (CR) Planning for facilities using or storing nuclear material required to conduct workshops for personnel in their countries.

## Target Audience

Staff from the regulatory bodies, other competent authorities or organizations responsible for performing or supporting regulatory functions related to the nuclear security for nuclear facilities and associated activities. Participants should have basic knowledge of nuclear power plant operations and emergency response concepts. Preference should be given for participants who have knowledge and experience of security response force operations and/or experience conducting nuclear security training. Preference will also be given to personnel from countries that have or are constructing nuclear facilities (NPPs and Research Reactors). The course is open to 20 participants and will be conducted annually.

## Additional Information

Six or more months after completion of training events, participants will be required to complete a short survey on the use of acquired knowledge and skills or a change in attitudes. This will assist the Division of Nuclear Security in understanding the impact of its work and will guide future assistance.

## 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 **11 April 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 **11 April 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 **11 April 2025**.

## Visas

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

**Mr James Beardsley**

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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.