



International Workshop on the International Physical Protection Advisory Service (IPPAS) for Potential IPPAS Team Members

**IAEA Headquarters
Vienna, Austria**

29 September–3 October 2025

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Information Sheet

Introduction

The International Physical Protection Advisory Service (IPPAS) programme, initiated in 1995, is a fundamental part of the IAEA's efforts to assist Member States to establish and maintain an effective nuclear security regime to protect against the unauthorized removal of nuclear material and the sabotage of nuclear facilities and material. The IPPAS programme is offered to assist Member States, upon request, with an assessment of their State physical protection regime. This assessment includes a national level review of the legal and regulatory framework, and implementation measures and procedures in place to execute this framework at facilities and during transport. Detailed guidance on the review of the national physical protection regime, a nuclear facility's physical protection system, security of nuclear material during transport, security of radioactive material and computer security is provided in modular form in the IPPAS Guidelines (Services Series No. 29).

Objectives

The objective of the event is to provide essential information to subject matter experts in nuclear security on preparing and conducting IPPAS missions and to enable them to productively and effectively participate in IPPAS missions thereby expanding the pool of subject matter experts available to conduct IPPAS missions. Topics covered include: the entire IPPAS process, IPPAS mission findings and practical guidance in preparing and conducting initial and follow-up IPPAS missions. The event consists of

lectures followed by conducting a simulated IPPAS mission involving a hypothetical country and its facilities.

Prerequisite for Participation

The workshop takes a hands-on approach to teaching participants how to conduct an IPPAS mission. During the workshop, groups of participants, guided by experienced IPPAS mission team leaders, will assess a hypothetical host country and its facilities and associated activities. The workshop may involve long working hours, including participation outside of normal office hours, and attendees are expected to be present for the full duration of the week.

To ensure participants are assigned to the appropriate group (module), all applicants must clearly specify their areas of expertise in the **application** under ‘Description of work performed over the last three years’. This expertise should align with the various IPPAS modules outlined in the IAEA IPPAS Guidelines Services Series 29 (SVS 29), as detailed below. Please provide your expertise for all applicable modules providing the module number (e.g., *My expertise corresponds to Modules 1 and 2.*):

- Module 1: NATIONAL REVIEW OF NUCLEAR SECURITY REGIME FOR NUCLEAR MATERIAL AND NUCLEAR FACILITIES
- Module 2: NUCLEAR FACILITY REVIEW
- Module 4: SECURITY OF RADIOACTIVE MATERIAL, ASSOCIATED FACILITIES AND ASSOCIATED ACTIVITIES
- Module 5: COMPUTER SECURITY REVIEW

Participation in the workshop is subject to prerequisites. Applicants must complete the e-learning on IPPAS, download the certificate of completion, and submit the certificate with their application. To access the e-learning please follow the [link](#).

Please note that providing the e-learning certificate does not guarantee selection for the workshop. Applications without the certificate of completion will not be considered.

For selected participants, an Advance Information Package (AIP) will be sent at a later date to assist with workshop preparation.

Any issues or queries related to e-learning can be sent to nsnselearning@iaea.org.

The selection of new team members for future IPPAS missions is based on an assessment conducted throughout the week.

All participants are required to bring a laptop equipped with Microsoft Office to prepare the IPPAS report.

Target Audience

Nuclear security experts having more than five years of experience at competent authorities or operators, who are interested in contributing to IPPAS missions as team members, and whose participation in IPPAS missions is supported by their Member States. Member States are encouraged to identify suitable participants with legal background.

Working Language(s)

English

Participation and Registration

All persons wishing to participate in the event have to be designated by an IAEA Member State that has been invited to attend.

In order to be designated by an IAEA Member State, 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) for onward transmission to the IAEA by **22 July 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 **22 July 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.

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 **22 July 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.

Additional Requirements

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.

Organization

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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.

Event Web Page

Please visit the following IAEA web page regularly for new information regarding this event:
www.iaea.org/events/EVT2403025