



International Meeting of the Points of Contact for the Purpose of Facilitating the Import and Export of Radioactive Sources in Accordance with the Guidance on the Import and Export of Radioactive Sources

IAEA Headquarters

Vienna, Austria

10 - 14 November 2025

Ref. No.: EVT405171

Information Sheet

Introduction

International Meeting of the Points of Contact for the Purpose of Facilitating the Import and Export of Radioactive Sources in Accordance with the Guidance on the Import and Export of Radioactive Source.

The Code of Conduct on the Safety and Security of Radioactive Sources (hereinafter referred to as the “Code”) was approved by the International Atomic Energy Agency Board of Governors in 2003 and endorsed by IAEA General Conference the same year in resolution GC(47)/RES/7.B. Since then, 153 States have made policy statements regarding their implementation of the Code in line with resolutions GC(47)/RES/7.B. The supplementary Guidance on the Import and Export of Radioactive Sources (hereinafter referred to as the “Import-Export Guidance”) was initially endorsed by the General Conference in resolution GC(48)/RES/10.D. It was revised and endorsed by the General Conference in resolution GC(55)/RES/9. To date, 140 States have notified the Director General of their intention to act, as appropriate, in a harmonized manner in accordance with the Import-Export Guidance. Moreover, 153 States have nominated a point of contact to facilitate the exchange of information on the import and export of radioactive sources. The Guidance on the Management of the Disused Radioactive Sources (hereinafter referred to as the “Disused Sources Guidance”) was endorsed by the General Conference in resolution GC(61)/RES/8. To date, 75 States have notified the Director General of their political support of the Disused Sources Guidance. In 2006, the IAEA Board of Governors endorsed a proposal for a process to share information on States’ implementation of the Code and its associated Guidance, as set out in Annex 2 to IAEA document GOV/2006/40-GC(50)/3.¹ In its resolution GC(50)/RES/10, the General Conference also recognized the value of information exchange on national approaches to controlling radioactive sources and took note of the Board’s endorsement of the proposal.

¹ Available online at: http://www.iaea.org/About/Policy/GC/GC50/GC50Documents/English/gc50-3_en.pdf.

In resolution GC(65)/RES/8 on Nuclear and Radiation Safety, the General Conference requests the Secretariat to continue to foster information exchange on implementation of the Code of Conduct on the Safety and Security of Radioactive Sources and its Guidance on the Import and Export of Radioactive Sources and its Guidance on the Management of Disused Radioactive Sources. It is in the above-mentioned context that the Secretariat is organizing this International Meeting of the Points of Contact for the Purpose of Facilitating the Import and Export of Radioactive Sources in Accordance with the Guidance on the Import and Export of Radioactive Source.

Objectives

The purpose of the event is to share information on the experience of national Points of Contact in facilitating the import and export of radioactive sources in accordance with the Guidance on the Import and Export of Radioactive Sources, and to review the roles and responsibilities of national Points of Contact in implementing the Guidance.

Target Audience

The event is primarily intended for the national Points of Contact involved in facilitating the import and export of radioactive sources in accordance with the Code of Conduct and Guidance.

Member States are invited to designate one or more participants for this event. Member States are strongly encouraged to identify women participants.

Working Language(s)

The event 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 **29 August 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 **29 August 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.

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 **29 August 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

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Subsequent correspondence on scientific matters should be sent to the Scientific Secretaries and correspondence on other matters related to the event to the Administrative Secretary.