



*Átomos para la paz y el desarrollo*

الوكالة الدولية للطاقة الذرية

国际原子能机构

International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

Organismo Internacional de Energía Atómica

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La Secretaría del Organismo Internacional de Energía Atómica (OIEA) saluda a los Estados Miembros del OIEA y tiene el honor de señalar a su atención la celebración de la **Reunión Técnica sobre la Metodología de Visita de Asistencia para la Gestión de los Conocimientos para Proveedores de Servicios de Enseñanza y Capacitación** (denominada en adelante el “evento”), que tendrá lugar en la Sede del OIEA en Viena (Austria) del **27 al 30 de julio de 2021**.

Además, se podrá participar en el evento de forma virtual a través de Cisco Webex.

La finalidad del evento es presentar la versión de las Visitas de Asistencia para la Gestión de los Conocimientos (KMAV) aplicada a la enseñanza nuclear, basada en una nueva metodología ampliada, a los proveedores de servicios de enseñanza y capacitación y empezar a utilizarla.

En la reseña informativa adjunta se ofrecen más detalles sobre el evento.

El evento se celebrará en inglés.

Se invita a los Estados Miembros a designar a una o más personas para que participen en este evento en representación de su Gobierno y se los alienta encarecidamente a que seleccionen con ese fin a mujeres cualificadas.

Por lo general, el OIEA no está en condiciones de sufragar los gastos de viaje ni de otra índole de los participantes en el evento. No obstante, dispone de fondos limitados para ayudar a cubrir los gastos de asistencia de determinados participantes. Esa ayuda puede ofrecerse normalmente, previa solicitud expresa, a un participante por país siempre que, en opinión del OIEA, la persona para la que se solicite pueda hacer una contribución importante al evento. La solicitud de apoyo financiero debe presentarse en el momento de la designación de los participantes mediante el formulario de solicitud de subvención adjunto (Formulario C).

Cabe señalar que el OIEA no paga ninguna indemnización por daños o pérdida de efectos personales. Tampoco proporciona seguro médico a los participantes en eventos del OIEA. Por lo tanto, se recomienda que estas personas adopten las medidas necesarias para contratar por su cuenta un seguro privado. No obstante, el OIEA cubrirá mediante un seguro los accidentes y las enfermedades claramente relacionados con los servicios prestados al OIEA.

Las designaciones deben presentarse al OIEA por conducto de la autoridad nacional competente (el Ministerio de Relaciones Exteriores, la Misión Permanente ante el OIEA o la Autoridad Nacional de Energía Atómica), a más tardar el **1 de julio de 2021**, por medio del formulario de participación adjunto (Formulario A). Los formularios de participación debidamente cumplimentados y autorizados deben enviarse por correo electrónico a la dirección [Official.Mail@iaea.org](mailto:Official.Mail@iaea.org), o por fax al número +43 1 26007 (no se precisan copias impresas). Asimismo, han de enviarse copias por correo

electrónico al Secretario Científico del evento, Sr. John Roberts, División de Planificación, Información y Gestión de los Conocimientos, Departamento de Energía Nuclear (correo electrónico: [J.Roberts@iaea.org](mailto:J.Roberts@iaea.org)), y a la Secretaria Administrativa, Sra. Emira Zekjiri Alili (correo electrónico: [E.Zekjiri-Alili@iaea.org](mailto:E.Zekjiri-Alili@iaea.org)). Una vez recibidas las designaciones oficiales, el Secretario Científico del evento contactará directamente a los participantes en relación con otras cuestiones de organización, como los detalles del viaje, según proceda.

El OIEA no se hace responsable de virus informáticos, gusanos, troyanos, puertas traseras, temporizadores, relojes, contadores o cualquier otra rutina, instrucción o diseño que limiten el funcionamiento, u otro código no solicitado malicioso, ilícito o similar, incluidos programas de vigilancia o rutinas que puedan permitir a cualquier persona, o por iniciativa propia, el acceso con el objetivo de borrar, o dañar o modificar de cualquier otro modo datos o sistemas, servidores, instalaciones u otra infraestructura del usuario final (colectivamente, “código inhabilitante”). Asimismo, el proveedor de los servicios para la reunión virtual ha asegurado y garantizado que los Servicios no contendrán, ni ningún usuario final recibirá del programa informático empleado para celebrar la reunión virtual, ninguno de estos códigos inhabilitantes.

La Secretaría del Organismo Internacional de Energía Atómica aprovecha esta oportunidad para reiterar a los Estados Miembros del OIEA el testimonio de su distinguida consideración.



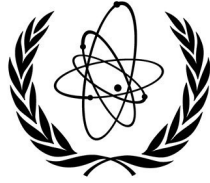
3 de junio de 2021

Documentación adjunta (en inglés únicamente):

Reseña informativa

Formulario de participación (Formulario A)

Formulario de solicitud de subvención (Formulario C)



**IAEA**

International Atomic Energy Agency

*Atoms for Peace and Development*

# **Technical Meeting on Knowledge Management Assist Visit Methodology for Education and Training Providers**

**IAEA Headquarters, Vienna, Austria**

and virtual participation via Cisco Webex

**27–30 July 2021**

**EVT2004001**

## **Information Sheet**

### **Introduction**

The IAEA's Nuclear Knowledge Management Section has developed assist visits for nuclear and radiological education and training providers that can provide assistance to countries establishing nuclear and radiological education and training programmes and support the improvement and sustainability of existing programmes. The Knowledge Management Assist Visits (KMAVs) have three levels of support.

Level 1 for the establishment of the required education or training programme in countries where the number of nuclear or radiological education and training programmes is relatively low or evolving and an introduction to their implementation is required to help establish strategy, policy and future requirements.

Level 2 for programme support for education and training providers that have active nuclear or radiological education and/or training programmes but need further assistance in their general implementation and optimisation and possibly change management support.

Level 3 for programme appraisal with specific high-level assistance to optimise and enhance nuclear or radiological education and training programmes to ensure their sustainability. Level 3 can provide appraisal to support recruitment, implementation, pedagogy and curriculum development. Best practices identified in Level 3 visits will be fed back into Level 1 to help countries and organisations establish nuclear and/or radiological education and/or training programmes.

## **Objectives**

The purpose of the event is to introduce and explain the purpose and benefits of the KMAVs to Member States.

The objectives are to:

- Gather information from countries wishing to establish a nuclear or radiological education or training programme;
- Gather information from nuclear and radiological education and training providers on where they would like further support;
- Gather information from nuclear and radiological education and training providers on their best practices;
- Introduce and explain the KMAV Levels 1, 2 and 3 for nuclear and radiological education and training providers.

## **Target Audience**

The event is targeted at organisations wishing to deliver or currently delivering nuclear or radiological education or training programmes.

## **Working Language**

English.

## **Expected Outputs**

The expected outputs of the event are:

- a) List of countries and organisations wishing to host a KMAV;
- b) Preliminary list of nuclear and radiological education and training programmes best practices;
- c) Meeting summary report.

## Application Procedure

Designations should be submitted using the attached **Participation Form (Form A)**. Completed requests should be endorsed by the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority), or by an organization invited to participate, and returned through the established official channels. They must be received by the IAEA not later than **1 July 2021**. Designations received after that date or applications sent directly by individuals or by private institutions cannot be considered. The designation of a participant will be accepted only if forwarded by the Government of an IAEA Member State or by an organization invited to participate. Designating Governments and invited organizations will be informed in due course of the names of the selected candidates, and full details will be given at that time of the procedures to be followed with regard to administrative and financial matters.

## Papers and Presentations

No formal papers will be required for this event. However, participants will be expected to:

- Provide a short summary status of their organisation's nuclear or radiological education or training programmes;
- Alternatively, provide initial plans and rationale for the development of a national nuclear or radiological education or training programmes;
- Actively participate in dialogue at the event;
- Provide any other input useful to the IAEA's activities on this topic.

## 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 using the **Grant Application Form (Form C)**, which has to be stamped, signed and submitted by the competent national authority to the IAEA together with the **Participation Form (Form A)** by **1 July 2021**.

## **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:

[www.iaea.org/events](http://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 Information**

In addition, the event will allow for virtual participation via Cisco WebEx.

## **IAEA Contacts**

### **Scientific Secretary:**

#### **Mr John Roberts**

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Department of Nuclear Energy  
Vienna International Centre  
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AUSTRIA

Tel: +43-1-2600 26730

Fax: +43 1 2600 29598

Email: [J.W.Roberts@iaea.org](mailto:J.W.Roberts@iaea.org)

### **Administrative Secretary:**

#### **Ms Emira Zekjiri Alili**

Department of Nuclear Energy  
International Atomic Energy Agency  
Vienna International Centre  
PO Box 100  
1400 VIENNA  
AUSTRIA

**Tel.:** +43 1 2600 24672

**Fax:** +43 1 26007

**Email:** [E.Zekjiri-Alili@iaea.org](mailto:E.Zekjiri-Alili@iaea.org)

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







# Participation Form

## Technical Meeting on Knowledge Management Assist Visit Methodology for Education and Training Providers

**IAEA Headquarters Vienna, Austria and virtual participation via Cisco Webex**

**27–30 July 2021**

To be completed by the participant and sent to the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority) of his/her country for subsequent transmission to the International Atomic Energy Agency (IAEA) either by email to: [Official.Mail@iaea.org](mailto:Official.Mail@iaea.org) or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretary [J.W.Roberts@iaea.org](mailto:J.W.Roberts@iaea.org) and to the Administrative Secretary [E.Zekjiri-Alili@iaea.org](mailto:E.Zekjiri-Alili@iaea.org).

Participants who are members of an invited organization can submit this form to their organization for subsequent transmission to the IAEA.

**Deadline for receipt by IAEA through official channels: 1 July 2021**

Family name(s): (same as in passport)	First name(s): (same as in passport)	Mr/Ms
Institution:		
Full address:		
Tel. (Fax):		
Email:		
Nationality:	Representing following Member State/non-Member State/entity or invited organization:	
If/as applicable:		
Do you intend to submit a paper?	Yes	No
Would you prefer to present your paper as a poster?	Yes	No
Title:		
I plan to attend virtually:	Yes	No



# Grant Application Form

## Technical Meeting on Knowledge Management Assist Visit Methodology for Education and Training Providers

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### Deadline for receipt by IAEA through official channels: 1 July 2021

Family name(s): (same as in passport)	First name(s): (same as in passport)	Mr/Ms:
Mailing address:	Tel.:	
	Fax:	
	Email:	
Date of birth (yy/mm/dd):	Nationality:	
I plan to attend virtually:	Yes <input type="checkbox"/> No <input type="checkbox"/>	

#### 1. Education (post-secondary):

Name and place of institution	Field of study	Diploma or Degree	Years attended from to	

#### 2. Recent employment record (starting with your present post):

Name and place of employer/ organization	Title of your position	Type of work	Years worked from to	

#### 3. Description of work performed over the last three years:

#### 4. Institute's/Member State's programme in field of event:

Date: Signature of applicant: \_\_\_\_\_

Date: Name, signature and stamp of Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority \_\_\_\_\_