

## **Plan for Establishing an RCA Office (Draft)**

### 1. Background

- 1997. Yangon Meeting: Necessity for establishing an RCA Regional Office discussed.
- 1998. Taupo Meeting: Reconfirmed the need to have an RCA Regional Office in the Region.
- 1999. Singapore Meeting: Some issued need to be solved explained.
- 2000. Mumbai Meeting: Korea suggested if the Regional Office be established in Korea, the country will fully support the establishment and operation.

### 2. Necessity

An RCA office that represents all Member States of the RCA is needed in order to make an orchestrated effort with the related department of the IAEA. There has been no such structure in the RCA history while the Agency has administratively supported RCA Member States for effective and efficient program implementation. Although the Agency initiated creation of the RCA, the real ownership of the RCA programs is of the Member States. The RCA office will thus act as a bridge between the Member States and the Agency.

### 3. Organization

The RCA Office will consist of 4 regular staffs. There will be a director responsible for operation and management of the office, an administrative officer, a project planning officer and a secretary. The Agency's fellowships are highly encouraged to be assigned as assistants to the project-planning officer.

- 1 Director
- 1 Administrative officer
- 1 Secretary
- 1 Project planning officer
- Others ( IAEA Fellowships as the supporting staffs)

The Director of the RCA Office shall be nominated at the RCA National Representative Meeting and approved at the RCA General Conference. The term of the Director will be 3 years, in principle. The role and function of the Director will be defined by the consensus of the Member States. It is desirable to have a Director who is a generalist rather than a specialist. International status for the Director shall be considered.

### 4. Expenditures

Necessary expenses for the Director, including monthly payment, tuition fees for the children and settlement cost including moving, shall be borne by the country representing the Director. Expenses for other staff members shall be borne by the host country of the office. Operational expenditures for the office shall also be borne the host country of the office.

Estimated Budget : Approximately \$250,000 per year including the expenses  
for the Office Director

Director: \$100,000 (D1)

Project Planning Expert: \$60,000 (P5)

Administrative Officer: \$30,000

Secretary \$25,000

Travel Expenses: \$10,000

Local Transportation: \$12,000

Office Management: \$12,000

## 5. Duty Station

KAERI at Taejon will be one of the strong candidates for the office since most of the national RCA programs are being carried out by KAERI. However, Seoul will also be a candidate place for the office.

## 6. Legal Procedures

All necessary legal procedures for the establishment of an RCA Regional Office will be done by the Agency.

- Revision of RCA Agreement (About establishment, operation and management of an RCA Office, description of roles of IAEA/RCA Coordinator and RCA Office Director) : If necessary, signing of an MOU between IAEA and the RCA Office or the Host Country.
- Agreement at the next RCA National Representatives Meeting and RCA General Conference