

**Meeting Record of  
The 6<sup>th</sup> RCARO Advisory Committee**

19 September 2004, B 1115, IAEA Headquarters, Vienna

1. The 6<sup>th</sup> RCARO Advisory Committee (AC) Meeting was held on 19 September 2004 at B1115, IAEA Headquarters in Vienna prior to the 33<sup>rd</sup> RCA General Conference Meeting. With the attendance of all AC members, the quorum was constituted. They were AUL (Mr Ron Cameron, Chair), CPR (Mr Deng Ge on behalf of Mr Zhang Jing), IND Mr K Raghuraman), PHI (Ms Alumanda Dela Rosa), ROK (Mr Jae-Shik Shin on behalf of Mr Jong-bae Choi) and IAEA (Mr Prinath Dias, RCA Coordinator). The current RCA Chair, PAK (Mr Munim Awais) and representatives from RCARO (Mr John K Chung and Ms Jessica Yoon) attended as observers. A cost-free expert to IAEA/RCA Office, Mr Myung-Ro Kim, also attended as an observer.

2. The Chair, Mr Ron Cameron, welcomed the members to the Meeting and appreciated their valuable advice on and contribution to the better operation and management of RCARO. He noted that an item on success stories for the RCA should be added to the Agenda.

3. The Meeting adopted the 5<sup>th</sup> RCARO AC Meeting Reports and requested that further reports should have an action list. The Meeting also adopted the Meeting Report of the 1<sup>st</sup> Selection Committee Meeting that was held in June 2004 at the RCARO office in Daejeon, Korea. The Meeting adopted after discussion and some amendments the 'Time Frame for Selecting an RCARO Director', the 'Job Description for RCARO Director' and the 'Vacancy Notice for RCARO Director together with an Application Form' that were developed by the Selection Committee, as requested by the 26<sup>th</sup> RCA NRM. The Meeting appreciated the work of the 5-member Selection Committee for doing the work.

The Meeting agreed that evaluation of the performance of the Director shall be done annually by the Advisory Committee. The Meeting agreed to reflect these wordings in the 'Job Description'. The Meeting also agreed that the employment contract would be made between the competent authority or government authority of the applicant and the host government of the RCARO. The Meeting agreed to reflect this addition to the 'Job Description'.

The Meeting noted the roles and functions of the Director explained in the 'Job Description' are well defined, but were not fully consistent with those of the 'RCA Resolution'. The Meeting agreed that these expressions would be incorporated in 'RCA Resolution'.

With these additional wordings, the Meeting agreed to report the documents to the 33<sup>rd</sup> RCA GCM for consideration and endorsement by the GCM so that the selection process can be carried out on a timely manner.

4. The Meeting adopted recommendations by the Selection Committee for revising a few wordings of the 'Guidelines on the Selection and Appointment of a Director of RCARO' and the 'Guidelines on the Operation of the Selection Committee for a Director of RCARO'. The Meeting agreed to recommend the revision of the two Guidelines to the 33<sup>rd</sup> RCA GCM for consideration and endorsement. The text of the revised Guidelines is attached as Annex.

5. Regarding the recommendations arising from the RCARO organized workshop for National RCA Support Staff of the Member States which was held in June in Korea, the meeting viewed that it was a success and the recommendations are valuable for better RCA management. The Meeting noted that some of recommendations are already being accounted or implemented, however some need for further consideration and action plans. The Meeting agreed to recommend some of the recommendations to the 33<sup>rd</sup> RCA GCM for further consideration and actions by the NRs. They are 1) to designate a deputy National RCA Representative 2) to organize an RCA Ministerial level meeting in 2007 3) to make available necessary RCA related databases for RCA stakeholders to support their project planning and formulation and 4) to provide practical evaluation and monitoring proforma for RCA projects.

6. Regarding the necessity to compose the RCARO Standing Advisory Committee (SAC) when the interim operation of the RCARO ends in March 2005, the Meeting agreed that the present Advisory Committee (interim) would continue to function for one more year. The meeting viewed that this would be worthwhile to keep continuity in the transition period in advising the new Director on the operation and management of the RCARO. The Meeting agreed to recommend one more year functioning of the present RCARO AC, i.e. by March 2006, to the 33<sup>rd</sup> RCA GCM for its consideration and endorsement.

7. Regarding the publication of RCA success stories by the RCARO, the Meeting reconfirmed the importance of generating RCA success stories and suggested that the RCA Coordinator would again remind the Thematic Sector Lead Country Coordinators to submit RCA achievements in their respective sectors in proper format and provide them to the RCARO in due time so that they can be published soon and be available for use to increase RCA profile.

The Meeting appreciated the work by an ad-hoc group to draft guidelines and recommendations on RCA success stories and recommended that the document be referred to the GCM. The Meeting also suggested that the RCA office should refer to them when requesting success stories from the Lead Country Coordinators. The Meeting also recommended that the thematic area of radiation protection be renamed 'Radiation Safety'.

8. The Meeting agreed that the next RCARO AC Meeting be held prior to the 27<sup>th</sup> Meeting of National RCA Representatives in March/April 2005.

- Prepared by RCARO on 20 Sep. 04

- Reflected comments by AUL on 21 Sep. 04