



WORK PLAN FOR THE RCA MINISTERIAL CONFERENCE

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OUTLINE

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III. Assignment of Roles & Responsibilities

IV. Cost Estimation/ Action Plan

V. Recommendation

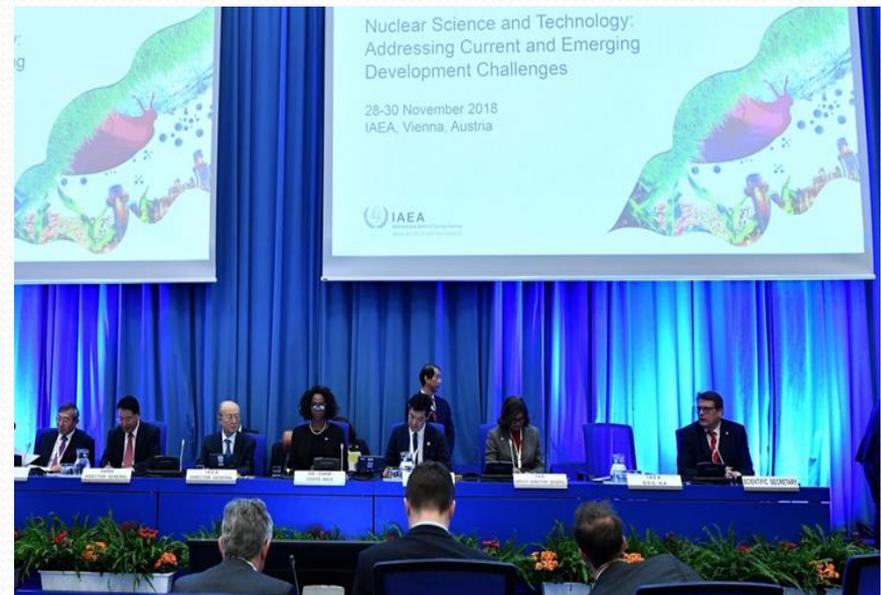


RCA Preliminary Plan for the RCA Ministerial Conference

- **Date:** September 2022 (in conjunction with the 51st RCA GCM)
- **Venue:** Vienna, Austria



IAEA, Vienna, Austria



2018 IAEA Ministerial Conference



Preliminary Plan for the RCA Ministerial Conference

No	Event	Date	Participants	Tentative guests
1	51st RCA GCM <i>(cum SOM Meeting for the Ministerial Conference)</i>	1 day, a week before the IAEA GC, Sep 2022	Representatives from IAEA, Permanent Mission of GPs, NRs	60 participants

Preliminary Plan for the RCA Ministerial Conference

No	Event	Date	Participants	Tentative guests
2	<p>50th RCA Anniversary Ceremony</p> <ul style="list-style-type: none"> - Welcome Celebration - RCA Award (if any) - 50th RCA Exhibition (Bookleaft, Success Stories, poster of RCA socio-economic impact) 	<p>1st day of the IAEA GC week, Sep 2022 (<i>Morning</i>)</p>	<ul style="list-style-type: none"> - Representatives from IAEA, Permanent Mission of GPs, other Agreements (AFRA, ARCAL, ARASIA) - Minister, Deputy Minister and NRs from GPs - Lead Country Coordinators & experts (if any) 	<p>100 participants</p>



Preliminary Plan for the RCA Ministerial Conference

No	Event	Date	Participants	Tentative guests
3	RCA Ministerial Meeting	1 st day of the IAEA GC week, Sep 2022	<ul style="list-style-type: none">- Representatives from IAEA, Permanent Mission of GPs;- Minister, Deputy Minister and NRs from GPs	70-80 participants



Tentative Agenda of RCA Ministerial Conference

Time	Activity
09:00 – 09:30	Registration
09:30 – 10:30	<p>50th RCA Anniversary Ceremony</p> <ul style="list-style-type: none">- Welcome remarks;- Commemorative photo;- RCA awards ceremony (if any)- Opening of the RCA Exhibition- Cocktail Reception

Tentative Agenda of RCA Ministerial Meeting

Time	Activity
10:45-11:00	<i>Session 1: Opening Session</i> <ul style="list-style-type: none">- Welcome remarks;- Keynote speech (if any)
11:00 – 12:00	<i>Session 2: Looking back, looking ahead</i> <ul style="list-style-type: none">- Overview of RCA History with successful delivery of the RCA programme
12:00 – 13:00	<i>Session 3: Policies & strategies on nuclear technology applications for sustainable development</i> <ul style="list-style-type: none">- To review the role of nuclear technique applications in socio-economic development (in relation to national policies)

Tentative Agenda of RCA Ministerial Meeting

Time	Activity
13:00 - 14:30	Lunch
14:30 – 16:00	<i>Session 4: Panel - Discussion (Topic to be discussed)</i> - Challenges and opportunities to promote nuclear science and technology application in the period of post Covid-19 towards a stronger partnership of RCA
16:00-16:15	Coffee break
16:15 -17:15	<i>Session 5: The path forward</i> - To adopt the outcome documents: RCA Ministerial Joint Declaration
17:15 – 17:30	<i>Session 6: Closing Session</i>

Assignment of Roles & Responsibilities

No.	Items	Responsible Parties	Notes
I	<i>Preparation in advance for the RCA Ministerial Conference</i>		
1.1	Agenda of events	VIE	Comments from IAEA, GPs, RCARO
1.2	Drafting Ministerial Joint Declaration	VIE	Comments from IAEA, GPs, RCARO
1.3	Invitation letter	RCARO/ IAEA	

Assignment of Roles & Responsibilities

No.	Items	Responsible Parties	Notes
II	<i>Logistic arrangements during the events</i>		
2.1	Meeting room (including room, equipment, banner, stationery, name tag, ...)	IAEA	For GCM, RCA Anniversary, Ministerial Meeting (MLM)
2.2	Registration	IAEA, RC	For GCM, RCA Anniversary, MLM
2.3	Photo section	IAEA	For GCM, RCA Anniversary, MLM
2.4	Printing and distribution	IAEA, VIE	For GCM, RCA Anniversary, MLM
2.5	Cocktail Reception	IAEA	For RCA Anniversary
2.6	Press Conference (if any)	IAEA	RCA Anniversary

Assignment of Roles & Responsibilities

No.	Items	Responsible Parties	Notes
III	<i>Organization and operation during the event</i>		
3.1	GCM		
	Chair/President	VIE	
	Rapporteur	RCARO, VIE, AUL	
3.2	Ministerial Meeting		
	Chair/President	VIE	
	Rapporteur	RCARO, VIE, AUL	
IV	<i>RCA Exhibition</i>	RCARO	



Assignment of Roles & Responsibilities

No.	Items	Responsible Parties	Notes
V	<i>Post-events</i>		
5.1	Media	RCARO	For GCM, RCA Anniversary, MLM
5.2	Completion of reports and circulation	RCARO	For GCM, RCA Anniversary, MLM

Cost Estimation for RCA Ministerial Conference

Activity	Budget Estimation (USD)	Fund Resource
Ministerial Conference	15,000	
<i>1.1 GCM (cum SOM)</i>		IAEA
<i>1.2. RCA Anniversary</i>		
Banner, Decoration & stationery	3,000	IAEA
Room & Equipment		IAEA
Cocktail Reception (for 100 persons)	10,000	IAEA/GPs
<i>1.3 Ministerial Meeting</i>		
Banner, Decoration & stationery	2,000	IAEA
Room & Equipment		IAEA



Recommendation

- All GPs is requested to give ideas/comments and develop the drafted Ministerial Joint Declaration.
- RCARO and VIE shall closely exchange information on the organization plan of RCA Exhibition and Ministerial Meeting.
- Upon the consensus on the action plan, the budget details estimate shall be clarified accordingly.
- Due to the Covid-19 pandemic, the finance mobilization from GPs seems unfeasible, the official request to the IAEA for budget support should be considered.
- The option of virtual meeting need to be considered in due time regarding the Covid-19 epidemiological situation.



Thank you for your attention