

DRAFT PROSPECTUS

- Title:** IAEA Regional Workshop on the Development of National Action Plans for the Self-reliance of National Nuclear Institutes
- Reference No:** XXXXXXXX
- Place:** To be decided
- Date:** To be decided (5 days duration)
- Deadline for nomination:** To be decided
- Organisers:** International Atomic Energy Agency (IAEA) in co-operation with the Government of XXXXX through the National Nuclear Institute.
- Language:** The language of instruction will be English.
- Participation:** The workshop is open for 15-20 participants from IAEA member states in the Asia and the Pacific region.
- Name and address of course director:** To be decided
- Background:** There is evidence that, in several members states in the region, the era of growth in the direct funding of National Nuclear Institutes (NNI) is coming to an end. The viability, further development and utilisation of many NNI may be dependent on an ability to demonstrate to end users that NNI operate according to sound business and management practices. End users may be other government agencies or the private sector. This workshop is designed to increase the skills and infrastructure needed for NNIs in the region to prosper as they are required to provide services that are increasingly based on cost recovery or similar mechanisms.
- Overall objective of the workshop:** To develop National Action Plans, objectives and activities for enhancing the skills available in the region for sound business and management practices in NNIs in the region.

Specific purpose of the workshop:

The purpose of the workshop is to:

1. Develop activities to meet the overall objectives of the project.
2. Prepare provisional National Action Plans for the development of sound business skills and management practice in NNIs.
3. Identify countries with common needs and at a similar stage of business development.
4. Recommend a mechanism through which the project can make effective use of the commonalities between participating NNI and of TCDC

Participants' qualifications:

Candidates should be from senior management within NNI and have considerable knowledge of future policy directions within the science framework of their country and within their own institutes. Nominees that are not senior managers may be accepted if they have considerable experience of project management including commercial projects. Participants should be proficient in the use of the language of the course, English.

Nature of the course:

Participants will review the present and probable future government requirements for NNI to recover costs or develop contract services in each participating country. The extent to which contract services are provided already will be described, together with the adequacy of the supporting infrastructure and staff. For this to be successful, participants will need to be fully briefed before attending the Workshop.

Activities needed to meet the objectives of the project, such as training courses and expert missions will be developed and prioritised. Project activities will be aligned with individual country needs and those countries with common needs or at a similar stage of development with respect to business and management development will be identified. Provisional National Action Plans for each country will be written and recommendations made for follow up actions.

Finally, participants will consider the role of and nominate a Lead Country.

Application procedure:

Nominations may be submitted on the standard IAEA application form for training courses. Completed forms should be endorsed by and returned through the official channels established (the Ministry of Foreign Affairs, the National Atomic Energy Authority or the Office of the United Nations Development Programme). They must be received by the International Atomic Energy Agency, P. O. Box 100, A-1400 Vienna, Austria, not later than *Date to be Decided*. Nominations received after this date or

applications which have not been routed through one of the aforementioned channels cannot be considered.

Advanced nominations by facsimile (+43-1-26007), or e-mail (Official.Mail@IAEA.ORG) are welcomed. The facsimile/e-mail should contain the following basic information about the candidate: name, age, academic qualifications, present position including exact nature of duties carried out, proficiency in English and full working address including telephone/facsimile numbers/e-mail.

**Language
Certificate:**

In the case of countries in which English is not an official or customary language, nominations must be accompanied by a separate certificate of the candidate's proficiency in English. This certificate must be issued by a language school or cultural institution, or an embassy of a country in which the language of the workshop is spoken.

**Administrative
and financial
arrangements:**

Nominating Governments will be informed, in due course, of the names of the candidates who have been selected and will at that time be given full details on the procedures to be followed with regard to administrative and financial matters.

During their attendance at the workshop, participants from countries, eligible to receive technical assistance, will be provided with a stipend sufficient to cover accommodation, food and minor incidental expenses. The IAEA will also bear the full cost of their round-trip air ticket, economy class, from their home countries to the host country and return. Shipment of accumulated course materials to the participants' home countries is not the responsibility of the IAEA.

The organisers of the course assume no liability or responsibility whatsoever for the payment of any compensation in respect to a participant's possible involvement in an accident; furthermore, the organisers of the course assume no liability or responsibility in the event of an accident resulting in injury to or death of participant or damage to his/her property while he/she is travelling to and from or attending the course, and it is clearly understood that each Government, in nominating participants, undertakes responsibility for such coverage. Governments would be well advised to take out insurance against these risks.