A. Introduction

This introductory course is intended to provide awareness training based on the Implementing Guide entitled *Use of Nuclear Material Accounting and Control for Nuclear Security Purposes at Facilities* (IAEA Nuclear Security Series No. 25-G, Vienna, 2015). The guide assists Member States to apply nuclear material accounting and control (NMAC) measures primarily for the purpose of detecting and deterring unauthorized removal of nuclear material, especially by a non-State actor. Specifically, it provides guidance on aspects of NMAC implementation, including: management of the NMAC system; use of records; physical inventory taking; measurements and measurement quality control; nuclear material control; nuclear material movements; detection, investigation and resolution of NMAC irregularities; and assessment and performance testing of the NMAC system.

B. Objectives

The purpose of the course is to establish awareness of the need for having a domestic NMAC system in place at nuclear facilities that is effective in deterring and detecting unauthorized removal of nuclear material, especially by a non-State actor. The course will familiarize participants with relevant binding and non-binding international legal instruments relating to nuclear security, as well as with IAEA guidance and current concepts in NMAC for nuclear security, and it will provide information to assist Member States in the development and implementation of NMAC systems. The course will also compare and contrast the elements of a domestic NMAC programme with IAEA safeguards arrangements.
C. Target Audience

The course is intended mainly for persons who are responsible for designing and/or assessing nuclear security systems, including the NMAC component; nuclear security management and staff; operators and managers of NMAC systems; those preparing associated regulations; and persons from the competent authorities. It is assumed that they will have a basic technical background and some experience in NMAC. Representatives of organizations not directly involved in NMAC systems may attend the course, as their needs require, their backgrounds permit, and if space is available.

D. Working Language

The working language of the course will be English.

E. Application Procedure

Nominations should be submitted through InTouch+ (https://Intouchplus.iaea.org) or using the attached Nomination Form. Completed nomination 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 26 May 2017. Nominations received after that date or applications sent directly by individuals or by private institutions cannot be considered. Nominating Governments will be informed in due course of the names of the selected candidates and at that time full details will be given on the procedures to be followed with regard to administrative and financial matters.

F. 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 course. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Such assistance may be offered upon specific request to normally one participant per country provided that, in the IAEA’s view, the participant on whose behalf assistance is requested will make an important contribution to his or her country's nuclear security arrangements. The application for financial support should be made at the time of nominating the participant. If Governments wish to apply for a grant on behalf of one of their experts, they should address specific requests to the IAEA to this effect. Governments should ensure that applications for grants are submitted by 26 May 2017 through InTouch+ (https://Intouchplus.iaea.org) or using a signed Grant Application Form (Form C). Approved grants will be issued in the form of a lump sum payment that usually covers only part of the cost of attendance.
G. Venue

The course will be held at the IAEA’s Headquarters in Vienna, Austria, and will start at 10:00 a.m. on Monday, 21 August 2017. Participants are advised to arrive one hour prior to the convening time of the course to allow for timely registration. Participants will need to present an official photo identification document in order to be admitted to the premises of the Vienna International Centre (VIC). The following IAEA web page can be accessed for more detailed information on Vienna and the VIC:

http://www-pub.iaea.org/iaa/meetings/GeneralInfo/Guide/VIC

H. 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.

I. Organization

Scientific Secretary

Mr Robert Larsen
Division of Nuclear Security
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 21148
Fax: +43 1 26007
Email: R.Larsen@iaea.org
Administrative Coordinator

Ms Eva Rados
Division of Nuclear Security
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA

Tel.: +43 1 2600 21407
Fax: +43 1 26007
Email: E.Rados@iaea.org

Subsequent correspondence on scientific matters should be sent to the Meeting Owner(s) and correspondence on other matters related to the event to the Meeting Preparer(s).
INTERNATIONAL ATOMIC ENERGY AGENCY  
Department of Nuclear Safety and Security  
Division of Nuclear Security  

International Training Course on  
Nuclear Material Accounting and Control for Nuclear Security at Facilities  
Vienna, Austria  
21–25 August 2017  
J0-TR-55581

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The Government of:  
Nominates the following candidate:  

<table>
<thead>
<tr>
<th>Family name: (as in passport)</th>
<th>Date of birth:</th>
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<tbody>
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<td>First name:</td>
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<td>Complete mailing address (office):</td>
<td>Place of birth:</td>
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<td>Nationality:</td>
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<td>Passport No.:</td>
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<td>Date/Place of issue:</td>
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<td>Valid until:</td>
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<td>Recent photograph of candidate</td>
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<table>
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<tr>
<th>Telephone (office):</th>
<th>Fax:</th>
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<tr>
<td>Email:</td>
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**EDUCATION (commencing with secondary school)**

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<tr>
<th>Years attended</th>
<th>Name and place of institution</th>
<th>Field of study</th>
<th>Diploma or degree</th>
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**RECENT EMPLOYMENT RECORD**

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<th>Years of service</th>
<th>Name and place of employer/organization</th>
<th>Title of position</th>
<th>Type of work</th>
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**DESCRIPTION OF WORK**

Type of work done by the candidate during the past three years (Please attach list of any material the candidate may have published)

**RELEVANCE OF THE COURSE**

How is the knowledge and experience gained at the course to be applied in the candidate’s country?

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SUBMISSION DEADLINE: 26 May 2017
LANGUAGE CERTIFICATE
I, as a qualified language examiner, hereby certify that I have examined the above candidate and give the following information on his/her language qualification

(a) Mother tongue of the candidate: ____________________________
(b) Other languages: ____________________________
(c) Language of the course: English ____________________________
(d) Proficiency in the language of the course:

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<tr>
<th>Read</th>
<th>Write</th>
<th>Speak</th>
<th>Understand</th>
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Date ____________________________
Name (printed) and signature of examiner ____________________________

MEDICAL CERTIFICATE
I, as a qualified medical doctor, hereby certify that I have examined the above candidate and found him/her in good health, free from infectious diseases and able physically and mentally to carry out any relevant duties away from his/her home.

Date ____________________________
Name (printed) and signature of examiner ____________________________

GOVERNMENT STATEMENT
The nominating Government gives the following assurances:

(a) All information supplied in this form is complete and correct;

(b) Should the candidate’s language qualification prove to be insufficient or should the candidate’s state of health not correspond to the examining physician’s statement, the nominating Government will accept the responsibility for the consequences and any costs arising therefrom;

(c) It is noted that the sponsoring organization(s), host country(ies) and host institution(s) do not accept liability for the payment of any costs or compensation arising from damage to or loss of personal property, or from illness, injury, disability or death of a participant while he/she is travelling to and from or attending the course, and it, the nominating Government, undertakes the responsibility for such coverage;

(d) The position of the candidate will be retained for him/her and he/she will continue to receive during the course a salary and related emoluments to enable him/her to meet his/her financial commitments in his/her home country;

(e) If selected, the nominee will conduct himself/herself in a manner compatible with his/her status as a participant and will refrain from engaging in any political and commercial activities;

(f) No facts are known to the Government as regards the reliability and character of the candidate that would militate against the granting of access to nuclear installations.

Date: ____________________________
Name and title (printed) and signature of certifying Government official: ____________________________

SUBMISSION DEADLINE: 26 May 2017
INTERNATIONAL TRAINING COURSE ON NUCLEAR MATERIAL ACCOUNTING AND CONTROL FOR NUCLEAR SECURITY AT FACILITIES
Vienna, Austria
21–25 August 2017
J0-TR-55581

PERSONAL INFORMATION FORM

Candidate’s name: ___________________________________________________________

Gender: ___________________________________________________________________

Date of birth: ______________________________________________________________

Day     Month     Year

Place of birth: ______________________________________________________________

City     Province     Country

Nationality:_________________________________________________________________

primary AND secondary (if dual citizenship)

Passport number: ___________________________ Date of expiry: _______________________

Phone (work): _______________________________________________________________

Fax: _______________________________________________________________________

Email: _____________________________

Employer’s name: ___________________________________________________________

Employer’s address: __________________________________________________________

Street

City     Country     Postal code

Candidate’s position/title: _____________________________________________________

Type of work: _______________________________________________________________

Home address: _____________________________________________________________

City     Country     Postal code

Home telephone no: _______________________________________________________ 

Visa: _____________________________________________________________________

(if available) Type of visa held       Date of issue       Date of expiry

Please fill in this form and submit together with the Nomination Form
Grant Application Form

International Training Course on
Nuclear Material Accounting and Control for Nuclear Security at Facilities

IAEA Headquarters, Vienna, Austria

21–25 August 2017
To be sent to the competent official authority (Ministry of Foreign Affairs or National Atomic Energy Authority) for transmission to the International Atomic Energy Agency, Vienna International Centre, PO Box 100, 1400 Vienna, Austria (Fax: +43 1 26007).

To be completed only by participants from developing countries on whose behalf a grant is requested.

**Deadline for receipt by IAEA through official channels: 26 May 2017**

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<td>Email:</td>
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<td>Date of birth (year/month/day):</td>
<td>Nationality:</td>
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### 1. EDUCATION (Post-secondary)

<table>
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<tr>
<th>Name and place of institution</th>
<th>Field of study</th>
<th>Diploma or Degree</th>
<th>Years studied from</th>
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### 2. RECENT EMPLOYMENT RECORD (Starting with your present post)

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<th>Title of your position</th>
<th>Type of work</th>
<th>Years worked from</th>
<th>to</th>
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### 3. DESCRIPTION OF WORK performed over the last three years:

### 4. INSTITUTE’S/MEMBER STATE’S PROGRAMME IN FIELD OF COURSE

<table>
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<tr>
<th>Date</th>
<th>Signature of applicant</th>
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<table>
<thead>
<tr>
<th>Date</th>
<th>Name and title (printed) and signature of responsible Government official</th>
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