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国际原子能机构

International Atomic Energy Agency

Agence Internationale de l'énergie atomique

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National Liaison Officers /
National Coordinators

In reply please refer to: **TN-RER9147-1905818**

Dial directly to extension: (+43 1) 2600-21964

2019-09-19

Subject: Regional Training Course on Radiation Protection in Diagnostic and Therapeutic Nuclear Medicine, Vilnius, Lithuania, from 2 to 6 December 2019

Dear National Liaison Officer / National Coordinator,

I am pleased to inform you that the International Atomic Energy Agency (IAEA) is organizing the above event under the IAEA technical cooperation project **RER9147**, “**Enhancing Member States' Capabilities for Ensuring Radiation Protection of Individuals Undergoing Medical Exposure**”.

The purpose of the event is to train participants on international standards and good practice for radiation protection of patients and staff in diagnostic and therapeutic nuclear medicine.

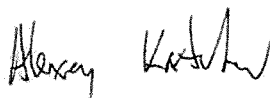
The attached Information Sheet provides further details, including technical and administrative aspects of the event. Selection of participants will be in accordance with IAEA procedures.

The IAEA will provide non-local participants with a round-trip air ticket based on the most direct and economical route between the airport nearest the participant's residence and Vilnius. Travel details will be agreed with the participants upon receipt of their official nomination. Participants will also receive an allowance from the IAEA sufficient to cover their costs of lodging, daily subsistence and miscellaneous expenses for the duration of the event in line with IAEA rules and procedures.

We would appreciate receiving your country's nominations by **30 September 2019** through the IAEA's InTouch+ platform (<https://Intouchplus.iaea.org>). Should this not be possible, applicants may download the Nomination Form for the course from the [IAEA's webpage](#). Completed forms must be endorsed by the relevant government authority and may be sent to the IAEA, preferably by email to Official Mail - IAEA Mail address (Official.Mail@iaea.org), with a copy to Mr Alexey Katukhov (A.Katukhov@iaea.org). Please be advised that late nominations or replacements of participants after the closing date for nominations will not be accepted.

We look forward to receiving your early response.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Alexey Katukhov". The signature is written in a cursive style with some loops and flourishes.

Alexey Katukhov
Programme Management Officer
Division for Europe
Department of Technical Cooperation

Enclosure: Information Sheet



Regional Training Course on Radiation Protection in Diagnostic and Therapeutic Nuclear Medicine

Hosted by

The Government of Lithuania

through the

Vilnius University Hospital Santariskiu Klinikos

Vilnius, Lithuania

2 to 6 December 2019

Ref. No.: TN-RER9147-1905818

Information Sheet

Purpose

The purpose of the event is to train participants on international standards and good practice for radiation protection of patients and staff in diagnostic and therapeutic nuclear medicine.

Working Language(s)

The working language(s) of the event will be **English**.

Deadline for Nominations

Nominations received after **30 September 2019** will not be considered.

Project Background

The project RER/9/147 is designed for Member States (MSs) in the European region to improve the implementation of the framework of radiation protection in medical uses of ionizing radiation and enhance the national capabilities for medical exposure control in compliance with requirements of the GSR Part 3 (International Basic Safety Standards (BSS)). The main goals of the project are to strengthen in the Member States and throughout the region the cooperation of regulatory bodies, health authorities and relevant professional bodies, and to enhance their capacity in ensuring the implementation of the basic requirements for radiation protection and safety related to medical exposure.

Expected Outputs

Participants' level of knowledge about radiation protection of patient and staff in nuclear medicine will be upgraded, to support their future training activities. Participants will gain knowledge on safety aspects related to introduction of new radiopharmaceuticals for diagnostics and treatment, and those related to hybrid imaging (SPECT-CT and PET-CT). It is expected that after the course, participants initiate such a training programme in respective hospitals and promote such activity in their country. Participants will also contribute in the RER 9/147 on dissemination of radiation protection actions in their country.

Scope and Nature

The meeting will consist of a series of lectures, information exchange among participants, practical sessions in classroom and hospital visits.

Participants' Qualifications and Experience

The train the trainers course is open to senior medical physicists, physicians or technologists, who work in nuclear medicine and are involved in clinical training of nuclear medicine professionals. Nominations of participants from medical universities or specialised postgraduate training centres providing training for nuclear medicine staff will be also considered. The information provided in the nomination form should demonstrate the participants background and activities related to nuclear medicine.

The selected participant is expected to disseminate the contents of the training course and provide associated technical material and information to other colleagues in their workplace. Participants are expected to bring along power point presentation on the status of the radiation protection programme in nuclear medicine in their hospital and preferably in the country.

As the training course will be conducted in English, participants should have sufficient proficiency to follow lectures and express themselves in this language without difficulty.

Application Procedure

Candidates wishing to apply for this event should follow the steps below:

1. Access the IAEA TALEO page (<https://iaea.taleo.net/careersection/ex/jobsearch.ftl>) and complete the Candidate Profile.

2. Be registered on the Nucleus page of the IAEA (<https://nucleus.iaea.org/>).
3. Through Nucleus, access the InTouch+ platform where the Profile is completed (My Profile tab) (<https://nucleus.iaea.org/Pages/InTouchPlus.aspx>).

NOTE: The email used for TALEO and Nucleus must be the same. If not, the candidate's profile will not appear complete.

4. On the InTouch + platform, under the 'My InTouch +' tab, the candidate needs to:
 - a. select the institute / organization that he/she works at / represents ('My Institute' section);
 - b. click on the link called 'Refresh Personal History Form' to update the system, *otherwise the nominations submitted will have these fields empty and it will not be possible to evaluate them during the selection of candidates* ('IAEA Recruitment Platform' section).

NOTE: Once the above steps are finalized, the candidate's profile will appear as completed and he/she can apply for Technical Cooperation events.

5. In the InTouch+ platform (<https://intouchplus.iaea.org>), in the 'Applications' tab, search by the event number provided in the invitation.

The help for each step is located at the top of the page. For additional help on how to register, create a profile and apply for an event, please refer to the online guide and training videos available under the following links: [how-to guide](#) and [training videos](#). Any issues or queries related to the new system can be addressed to InTouchPlus.Contact-Point@iaea.org or TC-AIPS-PL4.Contact-point@iaea.org.

Should this not be possible, applicants may download the Nomination Form for the TN from the IAEA website <https://www.iaea.org/services/technical-cooperation-programme/how-to-participate>.

Applications should contain sufficient information to establish that the nominees have the required qualifications. Please note that the information regarding LANGUAGE SKILLS, EDUCATION AND WORK EXPERIENCE is exported from TALEO. If an applicant's profile in TALEO is not updated, the information in INTOUCH+ for these sections appears as empty and the candidates cannot be evaluated. Completed applications need to be endorsed by the relevant national authority, i.e. the National Liaison Office and submitted through the established official channels.

Administrative and Financial Arrangements

Nominating authorities will be informed in due course of the names of the candidates who have been selected and will at that time be informed of the procedure to be followed with regard to administrative and financial matters.

Selected participants will receive an allowance from the IAEA sufficient to cover their costs of lodging, daily subsistence and miscellaneous expenses. They will also receive either a round-trip air ticket based on the most direct and economical route between the airport nearest their residence and the airport nearest the duty station through the IAEA's travel agency American Express, or a travel grant, or they will be reimbursed travel by car/bus/train in accordance with IAEA rules for non-staff travel.

Disclaimer of Liability

The organizers of the event do not accept liability for the payment of any cost or compensation that may arise 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 is clearly understood that each Government, in approving his/her participation, undertakes responsibility for such coverage. Governments would be well advised to take out insurance against these risks.

Note for female participants

Any woman engaged by the IAEA for work or training should notify the IAEA on becoming aware that she is pregnant.

The Board of Governors of the IAEA approved new International Basic Safety Standards for Protection against Ionizing Radiation and for the Safety of Radiation Sources. The Standards deal specifically with the occupational exposure conditions of female workers by requiring, inter alia, that a female worker should, on becoming aware that she is pregnant, notify her employer in order that her working conditions may be modified, if necessary. This notification shall not be considered a reason to exclude her from work; however, her working conditions, with respect to occupational exposure shall be adapted with a view to ensuring that her embryo or foetus be afforded the same broad level of protection as required for members of the public.

IAEA Contacts

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