IAEA
International Atomic Energy Agency
Atoms for Peace and Development

Technical Meeting for the National Coordinators of the Incident Reporting System for Research Reactors

IAEA Headquarters
Vienna, Austria

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Information Sheet

Introduction

The International Atomic Energy Agency (IAEA) administers the Incident Reporting Systems for Nuclear Installations (IRSNI) which includes three separate incident reporting systems: the International Reporting System for Operating Experience (IRS) for nuclear power plants, the Incident Reporting System for Research Reactors (IRSRR) and the Fuel Incident Notification and Analysis System (FINAS) for fuel cycle facilities. These systems are aimed at collecting, analysing, maintaining and disseminating reports from participating countries on safety-related events.

The objective of the IRSRR is to improve the safety of research reactors worldwide through the exchange of safety related information. It was established in 1997 to facilitate the exchange of information on research reactor incidents, the root causes of these and the lessons learned from them in order to avoid the occurrence of similar incidents in other facilities. Within the framework of the IRSRR, regular Technical Meetings are organized to exchange information on safety significant events, to discuss the operation of the IRSRR and to advise the IAEA Secretariat on further improvements. This is the fourteenth such meeting for IRSRR National Coordinators. Access to the IRSRR database is restricted to the officially designated National and Local Coordinators. Currently, there are 64 Member States participating in the IRSRR.

The *Code of Conduct on the Safety of Research Reactors* includes provisions for the reporting and analysis of events significant to safety. It calls for regulations and guidance requiring the operating organization to report events significant to safety to the regulatory body in accordance with established criteria, and for the operating organization to analyse such events and act on the findings in a timely manner to improve safety. Consistent with these provisions, IAEA Safety Standards Series No. SSR-3 "*Safety of Research Reactors"* establishes requirements for the reporting, assessment and review of events at research reactors.

Paragraph 7.9 requires the operating organization to establish and operate a system for reporting and reviewing abnormal events; to report to the regulatory body events with safety significance, together with their assessment and corrective actions; and to systematically review operating experience, including that from similar research reactors, to identify precursors of adverse safety trends, implement corrective actions and prevent recurrence. Also, paragraph 4.27 assigns the safety committee an advisory role on events that to be or that have been reported to the regulatory body.

Furthermore, in 2024 the IAEA published TECDOC-1762 Rev.1 "Operating Experience from Events Reported to the IAEA Incident Reporting System to Research Reactors", providing the research reactor community with a useful source of information. It summarizes the operating experience from events occurred at research reactors, including root causes and lessons learned from them.

Objectives

The objective of the meeting is to provide the National Coordinators of the IAEA's Incident Reporting System for Research Reactors with a forum to discuss and exchange information on root causes, corrective actions, and lessons learned in relation to safety significant events at research reactor facilities. Other objectives of the meeting are to discuss and agree upon future actions for effective use of the IRSRR and to collect insights and information for future revision of TECDOC-1762 Rev.1.

Target Audience

The meeting is aimed for IRSRR' National Coordinators who wish to participate in the exchange of information on recent safety related events at research reactors.

Working Language(s)

The working language of the meeting will be English.

Expected Outputs

Meeting report summarizing root causes, corrective actions, and lessons learned in relation to safety significant events at research reactors of the participating Members States; and the agreed future actions for effective use of the IRSRR.

Topics

The meeting will cover the following topics:

- Exchange information on recent significant related events at research reactors;
- Implementation of corrective actions from the previous events reported to IRSRR;

- Discussion of the Technical Committee of IRSRR National Coordinators on the effective use of the IRSRR database;
- Improvements to the IRSRR database.

The exchange of information on events will be based on presentations on the nature and causes of events submitted to the IRSRR database and will include discussions of the lessons learned from events and the implementation of corrective actions from them.

In addition to the technical details of the event or experience, reports should focus on root causes with their relevance to various kinds of research reactors. These typically may include organizational factors as well as technical causes.

The Technical Committee will consider how more efficient use may be made of IRSRR to provide information on good practices and to shift the focus from mere reporting of safety significant events to a more comprehensive operating experience feedback system, incorporating relevant operating experience feedback from a variety of sources.

In order to exchange information on recent safety related events at research reactor during the meeting, participants are invited to select those recent events which have occurred in their respective countries. Selected events should be significant with regard to safety and considered appropriate for presentation at the meeting.

Participation and Registration

All persons wishing to participate in the event have to be designated by an IAEA Member State or should be members of organizations that have been invited to attend.

In order to be designated by an IAEA Member State or invited organization, participants are requested to submit their application via the InTouch+ platform (https://intouchplus.iaea.org) to the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) or organization for onward transmission to the IAEA by **8 December 2026**, following the registration procedure in InTouch+:

1. Access the InTouch+ platform (https://intouchplus.iaea.org):
   - Persons with an existing NUCLEUS account can sign in to the platform with their username and password;
   - Persons without an existing NUCLEUS account can register here.

2. Once signed in, prospective participants can use the InTouch+ platform to:
   - Complete or update their personal details under 'Complete Profile' and upload the relevant supporting documents;
   - Search for the relevant event under the 'My Eligible Events' tab;
   - Select the Member State or invited organization they want to represent from the drop-down menu entitled 'Designating Authority' (if an invited organization is not listed, please contact InTouchPlus.Contact-Point@iaea.org);
   - If applicable, indicate whether a paper is being submitted and complete the relevant information;
   - If applicable, indicate whether financial support is requested and complete the relevant information (this is not applicable to participants from invited organizations);
   - Based on the data input, the InTouch+ platform will automatically generate the Participation Form (Form A) and/or the Grant Application Form (Form C);
   - Submit their application.

Once submitted through the InTouch+ platform, the application, together with the auto-generated form(s), will be transmitted automatically to the required authority for approval. If approved, the application, together with the applicable form(s), will automatically be sent to the IAEA through the online platform.

NOTE: The application for financial support should be made, together with the submission of the application, by **8 December 2026**.

For additional information on how to apply for an event, please refer to the InTouch+ Help page. Any other issues or queries related to InTouch+ can be sent to InTouchPlus.Contact-Point@iaea.org.

Selected participants will be informed in due course on the procedures to be followed with regard to administrative and financial matters.

Participants are hereby informed that the personal data they submit will be processed in line with the Agency's Personal Data and Privacy Policy and is collected solely for the purpose(s) of reviewing and assessing the application and to complete logistical arrangements where required. The IAEA may also use the contact details of Applicants to inform them of the IAEA's scientific and technical publications, or the latest employment opportunities and current open vacancies at the IAEA. These secondary purposes are consistent with the IAEA's mandate. Further information can be found in the Data Processing Notice concerning IAEA InTouch+ platform.

Presentations and Reports

Participants are requested to prepare at least one written report describing an event that recently occurred at their research reactor, including a consideration of lessons to be learned, and to present it during the meeting. During the presentation, special attention should be given to the investigation method used, the root causes, lessons learned and the improvement measures taken. In addition, participants are requested to present an overview of the unusual events which have been reported to the regulatory body in the past five years. The time allocation for the presentations may vary from 20 to 30 minutes depending on the number of meeting participants.

The event report should be formally submitted to the IRSRR and the PowerPoint presentations should be sent to the IAEA in electronic form not later than **10 February 2027.**

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 event. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Upon specific request, such assistance may be offered to normally one participant per country, provided that, in the IAEA's view, the participant will make an important contribution to the event.

The application for financial support should be made, together with the submission of the application, by **8 December 2026**.

Venue

The event will be held at the Vienna International Centre (VIC) where the IAEA's Headquarters are located. Participants must make their own travel and accommodation arrangements.

General information on the VIC and other practical details, such as a list of hotels offering a reduced rate for IAEA participants, are listed on the following IAEA web page:

https://www.iaea.org/events.

Participants are advised to arrive at Checkpoint 1/Gate 1 of the VIC one hour before the start of the event on the first day in order to allow for timely registration. Participants will need to present an official photo identification document in order to be admitted to the VIC premises.

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.

IAEA Contacts

Scientific Secretary:

Ms Farhana Naseer
Division of Nuclear Installation Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 22017
Fax: +43 1 26007
Email: F.Naseer@iaea.org

Co-Scientific Secretary:

Ms Laura Arlia
Division of Nuclear Installation Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 22857
Fax: +43 1 26007
Email: L.Arlia@iaea.org

Administrative Secretary:

Ms Catherine Burke Ivancev
Division of Nuclear Installation Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
Vienna International Centre
PO Box 100
1400 VIENNA
AUSTRIA
Tel.: +43 1 2600 26076
Fax: +43 1 26007
Email: C.Burke-Ivancev@iaea.org

Subsequent correspondence on scientific matters should be sent to the Scientific Secretary/Secretaries and correspondence on other matters related to the event to the Administrative Secretary.