



International School on Nuclear Security

**Hosted by the
Government of Cuba**

**through the
Ministry of Interior**

Havana, Cuba

19 February - 1 March 2024

Ref. No.: EVT2206533

Information Sheet

Introduction

The International School on Nuclear Security offers early career professionals from Spanish speaking countries the opportunity to learn, understand and explore a broad spectrum of topics in nuclear security and enhance their skills in the field. The School will consist of a series of lectures and practical exercises, designed to incorporate the acquired knowledge into national planning and procedures to protect against threats to nuclear security. This School is part of a series of international and regional schools on nuclear security that the IAEA implements in many regions and in a variety of languages.

Objectives

The two-week school is aimed at professionals, who should ideally have 1-3 year professional experience working at an institution within their respective country with responsibilities for ensuring some aspects of nuclear security. Candidates should have a specific interest in pursuing careers which

would benefit from knowledge of nuclear security. This school will be taught in SPANISH.

Target Audience

Participants should be early career professionals from Spanish speaking countries, ideally with 1-3 years of experience, working at an institution within their respective country with responsibilities for ensuring some aspects of nuclear security.

Working Language(s)

Spanish

Participation and Registration

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 **22 December 2023**, 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 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.

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.

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.

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 **22 December 2023**.

Visas

Participants who require a visa to enter Cuba should submit the necessary application as soon as possible to the nearest diplomatic or consular representative of Cuba.

Additional Requirements

Applicants are also requested to complete and submit the attached Occupational Exposure History (OEH) Form.

Organization

Scientific Secretary

Ms Oum Keltoum Hakam

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Administrative Secretary

Ms Iris Maria Barrientos Reyes

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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.

OCCUPATIONAL EXPOSURE HISTORY

Candidate's Name	
Employer	

Event Title	International School on Nuclear Security		
Event Number	EVT2206533		
Venue	Havana, Cuba		
Dates	From: 19 February 2024	To:	1 March 2024

<p>Are you covered under an individual monitoring programme in your country? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If yes,</p> <ul style="list-style-type: none"> ▪ Starting date of the individual monitoring (mm/yyyy): ▪ please fill in the applicable fields below: 			
Quantity	Unit reported	Value during the previous five calendar years	Value during the current calendar year
Effective dose ⁽¹⁾			
Equivalent dose to the lens of the eyes			
Equivalent dose to the extremities or to the skin			
OEH data provided or confirmed by⁽²⁾:	<p>Name:</p> <p>Responsibility:</p> <p>Signature:</p>		

Candidate's Signature: ----- **Date⁽³⁾:** -----

⁽¹⁾ Effective dose due to external AND internal exposure. If another quantity is reported, please indicate name and unit.

⁽²⁾ The OEH data is to be provided or confirmed by the radiation protection officer, the candidate's supervisor, or the provider of the individual monitoring service.

⁽³⁾ This form should not be older than six months before the date of the event.