

International Decommissioning Network

Terms of Reference

1. Foreword

The IAEA has a vision of nuclear decommissioning for the second decade of the 21st century in which all nuclear facilities and other premises utilizing radioactive materials have regulatory compliant decommissioning plans in place and are capable, when scheduled, of implementing these in a safe, timely and effective manner. This vision received substantial impetus from the 2006 Athens conference organized by the Agency on ‘lessons learned’ from decommissioning, where it was recognized that an ongoing and self-sustaining forum for the communication of practical decommissioning experience was needed. The IAEA provides ongoing support to the achievement of this vision through its work programme, giving particular attention to activities aimed at assisting Member States with less advanced programmes.

The International Decommissioning Network (IDN) was founded in 2007 in response to the recommendations from the Athens Conference and has since grown to include organizations from many Member States. Within the IAEA it is organised as a collaborative effort between the Departments of Nuclear Energy, Nuclear Safety and Security, and Technical Co-operation. The work of the IDN assists the integration and communication of the Agency’s work aimed capacity building in relation to decommissioning activities. The IDN collaborates with existing internal and external networks and projects to ensure a mutual awareness of activities and programmes in order to minimize overlap and maximize efficient coverage of important topics.

2. Mission

To raise skills and expert levels that will facilitate safe decommissioning of nuclear facilities through collaboration, training and sharing of knowledge and information among Member State organizations.

3. Purpose

The purpose of the IDN is to promote safe and efficient practices in the execution of decommissioning programmes through:

- Sharing practical decommissioning experience and lessons learned.
- Facilitating development of skills relevant to decommissioning.
- Collecting and making available information relevant to decommissioning on behalf of its members.

- Bringing together existing decommissioning initiatives inside and outside the IAEA to enhance cooperation and coordination.

4. **Scope**

In principle, the IDN will consider decommissioning issues related to any relevant facility including: nuclear power plants, nuclear fuel cycle facilities, research reactors, legacy sites and other facilities in which radionuclides are utilized for industrial, medical, or research purposes.

The IDN will focus on the activities expected to enhance the development of strategies, planning, project management and regulation of decommissioning. This includes identifying the key elements influencing the development of decommissioning strategy and their interaction, cost estimation, use of technologies for safe dismantling and decontamination, the management of materials and wastes arising from decommissioning, the cleanup of facilities and associated sites and their release from regulatory control and stakeholder engagement. These activities might also benefit future decommissioning by identifying features to be incorporated in the design of new nuclear facilities.

The IDN will collaborate with existing internal and external networks and projects to ensure a mutual awareness of activities and programmes in order to minimize overlap and maximize efficient coverage of topics of mutual interest.

5. **Participation**

Members: MS organizations that have active or intend to have future decommissioning related programmes and are committed to sharing their experience by providing information on their projects, contributing and participating at the annual IDN forum. These organizations include implementing organizations, regulators, technical support and research organizations.

Members will nominate a single point of contact. Consistent with their capabilities, they will provide experts as required to assist in executing the functions of the IDN and will assist the IDN in hosting meetings, training events or workshops. They will provide information to the IDN on their projects on a regular basis and are encouraged to promote information about the IDN to other organizations in their MS.

Members will have full access to all information collected by the IDN and posted on its web pages.

Participants: Representatives of organizations and other individuals involved in decommissioning research, services, training or regulation who wish to follow the activities of the IDN or participate in discussion forums and information exchange initiatives.

Participants will have access to general information posted on the IDN web pages, discussion forum, training material and final results on the IDN programmes.

6. Functions and Activities

The *functions* of the IDN are:

- a. To provide opportunities to support Members, particularly those with less developed decommissioning industries, by providing access to relevant skills, knowledge and projects.
- b. To facilitate activities that will help Members to identify needs and to assist them to put in place decommissioning strategies and plans.
- c. To provide mechanisms whereby decommissioning experts may exchange information under the aegis of the Agency to pursue the promulgation of good practices and the longer term retention of knowledge in support of decommissioning.
- d. To identify and make available a range of training, demonstration and exchange activities, especially demonstration projects with a regional or thematic focus providing hands-on, user-oriented experience.
- e. To encourage potential Members to take an active role in order to become Members so that they can be fully integrated into the IDN programmes.

The *activities* offered through the auspices of the IDN include:

- a. Facilitating secondments, fellowships, training courses, workshops or scientific visits.
- b. Providing experts for peer reviews or other expert missions.
- c. Collecting and making available information of interest to the decommissioning community including project progress, relevant events, contacts and publications.
- d. Establishing working groups to address key topical issues.

7. Methods of Working

The “Methods of Working” expected to be employed will include a combination of the following:

- a. The IDN will organize an annual forum or other meetings as required in which specialist advice and technical guidance is shared among the Members. The annual forum will be used to identify possible hosts and experts to fulfil specific Member needs.

- b. The IDN will utilise and maintain IAEA established web based tools to facilitate knowledge management, exchange of good practices and to highlight upcoming events.
- c. The IDN will identify and recognise organizations that have demonstrated excellence in a particular topic and are willing to participate in working groups in that topic area; this may include Co-ordinated Research Projects (CRPs).
- d. The IAEA will provide the administrative services required by IDN including meeting facilities in Vienna, maintenance of records and distribution of documents.
- e. The IAEA will provide the services of a Scientific Secretary who will support the steering committee, provide a system for the recording of meetings as well as other IDN interactions and will ensure the maintenance of the web based information tools.
- f. The IAEA is not in a position to commit to bearing the travel and other costs of participants to IDN review and plenary meetings or other events. However, the IAEA may contribute to the cost of participants if sufficient funds are available and attendance will provide a significant contribution. Any other costs must be met by the organization attending.

8. Steering Committee

The steering committee will be formed from Members as nominated by the Agency and endorsed at the annual IDN forum.

The steering committee establishes the work programme of the IDN and reviews its implementation.

The chairperson of the meeting shall be appointed by the members of the meeting.

The steering committee shall meet at least annually and cover the following aspects:

- Review of previous year's activities.
- Confirmation of current year's programme.
- Response to IAEA programme of work.
- Opportunities to improve co-operation with other organizations
- Plans for coming year(s).

The steering committee will review and revise the IDN Terms of Reference as requested by the Agency.