



**IAEA**

*Atoms for Peace and Development*

الوكالة الدولية للطاقة الذرية

国际原子能机构

International Atomic Energy Agency

Agence Internationale de l'énergie atomique

Международное агентство по атомной энергии

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2025-05-15

Excellency,

I have the honour to inform you that the International Atomic Energy Agency (IAEA) will hold the **Technical Meeting of the Asia Regional Network of the International Network for Nuclear Security Training and Support Centres** (hereinafter referred to as “event”) in Tokai Ibaraki, Japan, from **1 to 3 September 2025**.

The purpose of the event is to strengthen and expand the activities of, and facilitate coordination among, the members of the Asia Regional Network of the International Network for Nuclear Security Training and Support Centres.

The attached Information Sheet provides further details of the event.

The event will be held in English.

In view of your country's potential interest in the subject matter, your Government is invited to designate one or more participants for this event. Member States are strongly encouraged to identify women participants.

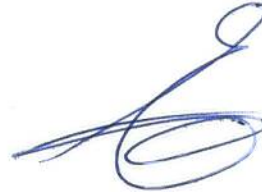
The IAEA is generally not in a position to bear the travel and other costs of participants in the event. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Upon specific request, such assistance may be offered to normally one participant 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 via the InTouch+ platform not later than **1 July 2025**, as indicated in the enclosed Information Sheet.

It should be noted that compensation is not payable by the IAEA for any damage to or loss of personal property. The IAEA also does not provide health insurance coverage for participants in IAEA events. Arrangements for private insurance coverage on an individual basis should therefore be made. The IAEA will, however, provide insurance coverage for accidents and illnesses that clearly result from any work performed for the IAEA.

Designations should be submitted to the IAEA via the InTouch+ platform (<https://intouchplus.iaea.org>) through the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) not later than **1 July 2025**, as indicated in the enclosed Information Sheet.

The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once the official designations have been received.

Accept, Excellency, the assurances of my highest consideration.



Elena Buglova  
Director  
Division of Nuclear Security  
Department of Nuclear Safety and Security

Enclosure:            Information Sheet



# **Technical Meeting of the Asia Regional Network of the International Network for Nuclear Security Training and Support Centres**

**Hosted by the**

**Government of Japan**

**through the**

**Japan Atomic Energy Agency (JAEA); Integrated Support Center for Nuclear  
Nonproliferation and Nuclear Security (ISCN)**

**Tokai Ibaraki, Japan**

**1 - 3 September 2025**

**Ref. No.: EVT2405538**

## **Information Sheet**

### **Introduction**

The role of a Nuclear Security Support Centre (NSSC) is to support competent authorities, authorized persons and other organizations with nuclear security responsibilities, in sustaining the national nuclear security regime. Regional NSSC networks are established to provide opportunities for NSSCs to cooperate and collaborate to meet individual NSSC gaps and identify common capabilities across participating NSSCs. Regional NSSC networks are also useful for identifying possible joint support activities. The IAEA provides guidance on establishing regional NSSC networks as well as facilitating coordination and collaboration mechanisms.

## Objectives

The objective of this meeting is to facilitate coordination and cooperation among the Asia Regional Network (ARN) Member States: China, Japan, and Republic of Korea. ARN is a sub-regional network of the International Network for Nuclear Security Training and Support Centres (NSSC Network). The IAEA will support these NSSCs in identifying existing needs and gaps and explore possible opportunities for collaboration and sharing of resources among the centres. The IAEA will work with these NSSCs to identify technical capabilities unique to and common among all these centres and discuss plans for possible joint support activities.

## Target Audience

NSSC points of contact from Asia Regional Network members: Japan, Republic of Korea and China, or their delegates.

## Working Language(s)

English

## 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 **1 July 2025**, 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](mailto: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.

NOTE: The application for financial support should be made, together with the submission of the application, by **1 July 2025**.

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](mailto: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 **1 July 2025**.

## Visas

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

# Organization

## Scientific Secretary

### **Ms Yura Shin**

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## Administrative Secretary

### **Ms Camille Schmitt**

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