The Global Nuclear Safety and Security Network
GNSSN Governance Plan

2014
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1. Background

Networking is an internationally recognized instrument for effective and efficient development of capacity and competences. Enhancing the sharing of information, knowledge and experience and multiplying opportunities for international cooperation are also essential for enhancing nuclear safety and nuclear security worldwide.

As per the Statute of the International Atomic Energy Agency (IAEA), one of the main functions of the IAEA is “To foster the exchange of scientific and technical information on peaceful uses of atomic energy” (Article III.A.3). Article VIII.C also states that the Agency “shall take positive steps to encourage the exchange among its members of information relating to the nature and peaceful uses of atomic energy and shall serve as an intermediary among its members for this purpose”. Therefore, the IAEA is committed to facilitating the exchange of information, experience and knowledge among its Member States. With the same objective The Management System for Facilities and Activities (IAEA Safety Standard Series No. GS-R-3, Vienna, 2006) requires that information and knowledge are managed as a resource.

The launching of the Global Nuclear Safety and Security Network (GNSSN) was formally announced at the International Conference on Effective Nuclear Regulatory Systems: Facing Safety and Security Challenges, held in Moscow, the Russian Federation, in 2006. It was a step which took into consideration the recommendations contained in the International Nuclear Safety Group (INSAG) report Strengthening the Global Nuclear Safety Regime (INSAG Series No. 21, IAEA, Vienna, 2006). The initial development of the GNSSN was carried out jointly by the IAEA and the G8 Nuclear Safety and Security Group in 2007. Since then it has evolved into a strong human and digital networking platform combining global nuclear safety forums and networks, regional safety networks and national safety portals. In recent times, there has been more focus on nuclear security through the linkage between the GNSSN and the Nuclear Security Information Portal (NUSEC) and with the addition of nuclear security as a thematic area in two of the regulators’ networks. However the GNSSN remains predominantly safety focused with some elements of interface between safety and security. The GNSSN provides a gateway to nuclear security through NUSEC1.

The GNSSN was established to promote and enhance the nuclear safety and security framework, by coordinating the stakeholder activities of global safety and security networks, regional safety networks and national nuclear regulatory portals. The GNSSN is a worldwide gateway to sharing nuclear safety and security knowledge and services to facilitate capacity building among its Member States. It provides organizational and IT support for the sharing of information related to initiatives in nuclear safety and security worldwide and encourages countries to take leadership and ownership in driving these forward. To ensure that the results of global initiatives are harmonized and implemented at the regional and national levels, the GNSSN coordinates activities among over 14 networks, and (growing) global nuclear safety and security networks/forums, regional safety networks and national safety portals. In 2013–2014, the GNSSN networks gathered over 1200 meeting participants from 86 countries.

In September 2013, resolution GC(57)/RES/9 adopted during the 57th session of the IAEA’s General Conference on measures to strengthen international cooperation in nuclear, radiation, transport and waste safety2 welcomed the establishment of regional safety forums and related

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1 NUSEC is a protected collaborative platform designed to promote communication and information exchange in the field of nuclear security between the IAEA, its Member States and partner organizations
2 http://www.iaea.org/About/Policy/GC/GC57/GC57Resolutions/English/gc57res-9_en.pdf
networks and requested the Secretariat to continue assisting such forums and networks, and encouraged Member States to join relevant regional safety forums and networks. The number of networks and forums under the GNSSN has increased (see current status in Figure 1), as have the activities they develop and the related content hosted on the GNSSN website. As maintaining consistent management and keeping an overview have become difficult due to the large number of activities and networks, it has become necessary to provide better communication on the role and objectives of the GNSSN. There is also a need to strengthen and clarify the principles and concepts governing the overall operation of the network.

**GNSSN Elements (June 2014)**

<table>
<thead>
<tr>
<th>Global Networks and Forums</th>
</tr>
</thead>
<tbody>
<tr>
<td>International Regulatory Network (RegNet)</td>
</tr>
<tr>
<td>Forum for Embarking Countries</td>
</tr>
<tr>
<td>Regulatory Cooperation Forum (RCF)</td>
</tr>
<tr>
<td>WWER Regulators’ Forum</td>
</tr>
<tr>
<td>Forum for Senior Regulators of CANDU Reactors</td>
</tr>
<tr>
<td>Global Safety Assessment Network (GSAN)</td>
</tr>
<tr>
<td>Control of Sources Network (CSN)</td>
</tr>
<tr>
<td>Education and Training Network in Nuclear Waste and Radiation Safety</td>
</tr>
<tr>
<td>Nuclear Security Information Portal (NUSEC)</td>
</tr>
<tr>
<td>Technical and Scientific Support Organization Forum (TSOF)</td>
</tr>
<tr>
<td>Emergency Preparedness and Response Network</td>
</tr>
<tr>
<td>Forum for Safety and Security of Small Medium Reactors — to be established</td>
</tr>
<tr>
<td>Capacity Building Forum — to be established</td>
</tr>
<tr>
<td>Safety and Security Communication Network — to be established</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Regional Safety Networks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arab Network of Nuclear Regulators (ANNuR)</td>
</tr>
<tr>
<td>Asian Nuclear Safety Network (ANSN)</td>
</tr>
<tr>
<td>Forum of Nuclear Regulatory Bodies in Africa (FNRBA)</td>
</tr>
<tr>
<td>Ibero-American Forum of Radiological and Nuclear Regulatory Agencies (FORO)</td>
</tr>
<tr>
<td>Ibero-American Platform for Operators in the Area of Nuclear Safety (PIANOS)</td>
</tr>
<tr>
<td>[Liaison with regional networks external to the IAEA (e.g. the European Nuclear Safety Regulators Group (ENSREG), Western European Nuclear Regulators Association (WENRA)]</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Member States Area</th>
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</thead>
<tbody>
<tr>
<td>Each Member State has its own National Nuclear Regulatory Portal (NNRP) serving as an interface to the national web-based knowledge platforms.</td>
</tr>
</tbody>
</table>

*Figure 1. Networks, Forums and Portals included in the GNSSN.*

2. **GNSSN Terms of Reference**
The GNSSN supports the IAEA’s Nuclear Safety and Security Programme (Major Programme 3), which covers one of the IAEA’s essential statutory functions. In line with the IAEA Action Plan on Nuclear Safety, the GNSSN, as a knowledge network, is part of an integrated IAEA methodology for capacity building and contributes to enhancing international cooperation and dialogue in the field of nuclear safety and security.

2.1 Vision

The GNSSN is the gateway to sharing knowledge and services in order to achieve worldwide implementation of a high level of nuclear safety and security.

2.2 Mission

To attain this vision, the GNSSN’s mission is threefold:

(1) **Sharing information and knowledge** — Ensuring that relevant knowledge, experience and lessons learned related to nuclear safety and security are managed and shared for the benefit of Member States.

(2) **Facilitate multilateral cooperation and coordination** — Enabling and supporting collaboration and interaction between organizations and subject matter experts

(3) **Building capacity** — Establishing a capacity building framework to support the national nuclear safety and security infrastructure in the Member States

The GNSSN ensures that up to date safety information, experience and lessons learned are made available, easily accessible and adequately used for the benefit of Member States. It also encourages Members States to disclose and share valuable information, such as operating experience feedback, among themselves and with the Agency with a view to enhancing global safety and security. It is essential to secure the continued access to up to date scientific and technical literature in the field of nuclear safety and security as well as to avoid knowledge loss, which can be a threat to safety at the global level.

The GNSSN facilitates interconnections between Member States, organizations and individuals that have an interest in or are working in the field of nuclear safety and security. It helps to build strategic partnerships and linkages between governmental entities, such as regulatory bodies, ministries, and other related organizations. Discussion and cooperation help to bring mutual understanding and trust among national regulatory authorities. By pooling, analysing and sharing nuclear technical, safety and security knowledge and experiences at national, regional and international levels, the GNSSN helps the development of relations between organizations and specialists worldwide. These exchanges also contribute to strengthening the global safety culture and safety and security framework.

The GNSSN also helps to increase the wide application of safety practices within Member States and therefore contributes to strengthening the global nuclear safety regime and nuclear security. The global nuclear safety regime promoted by the IAEA relies in part on various international legal instruments, conventions and codes of conduct. Within the GNSSN, the use of the IAEA’s safety standards and security guidelines, as well as of the IAEA’s safety review services and security missions are promoted to improve national and regional safety infrastructures.

Finally, many countries are considering embarking on a nuclear power programme and need support for competence building. Building and maintaining nuclear expertise and competence, through education and training, is a critical aspect in which the GNSSN provides significant
2.3 Objectives

The objectives of the GNSSN encompass three levels: global, regional and national.

**Global objectives:**

(i) To create a comprehensive and robust framework for coordination and harmonization of global strategies and policies pertaining to nuclear safety, including possible interfaces with nuclear security, by building strategic partnerships and linkage between regional and thematic networks, governmental entities, such as regulatory authorities and ministries, as well as other related organizations;

(ii) To establish a global framework for capacity building in nuclear, radiation, waste and transport safety, as well as a global framework for education and training;

(iii) To contribute to the sharing of information and knowledge with regional and national networks, making the information visible and available.

**Regional objectives:**

(i) To establish and maintain strong forums and regional networks for discussing regional strategies and policies and achieving a high level of nuclear safety and security;

(ii) To support the development of regional platforms for sharing technical knowledge and enhancing competence in nuclear safety with possible interfaces to nuclear security;

(iii) To support the development of IT platforms for efficient collaboration in nuclear safety and security;

(iv) To contribute to the sharing of information and knowledge with national and global networks, making the information visible and available.

**National objectives:**

(i) To harmonize the national approaches to nuclear safety knowledge management;

(ii) To establish a national framework for capacity building at governmental, organizational and individual level;

(iii) To improve practices and management systems for facilities and activities;

(iv) To contribute to the sharing of information and knowledge with regional and global networks, making the information visible and available.

3. Operating Principles

The following operating principles underpin the way in which the GNSSN platform is implemented:

**Global:** The GNSSN plays an essential role by ensuring that the world’s nuclear safety and security related knowledge resources are visible and available to those who need them, in a format they can access and use.
**Flexible:** The GNSSN accommodates the diversity and complexity of national nuclear infrastructures, as well as the factors determining their effectiveness.

**Inclusive:** Participation in the planning and implementation is open to all IAEA Member States.

**Results-based:** The GNSSN is a results based network. Lessons learned are documented in order to ensure continuous improvement.

**Self-initiating:** Effective planning and implementation of cooperative activities, especially those in the area of capacity building, are made on the basis of initiatives taken by participating Member States and other stakeholders.

**Transparent:** The GNSSN promotes trust among members, and enables information and knowledge to be shared in an open and transparent manner.

### 4. Roles and Responsibilities

Activities conducted within the framework of the GNSSN cover nuclear safety and are designed to contribute to the GNSSN’s core mission: sharing nuclear information and knowledge, facilitating multilateral cooperation and coordination, and building capacity in order to strengthen the nuclear safety infrastructures in Members States.

This Governance Plan is meant to ensure that the operational features of the GNSSN platform and, thereby, also its integrated or related networks, forums and portals can be effectively managed within a collaborative environment in order to align the activities of these to the GNSSN’s overall vision and mission. Rules, procedures and policies are required to ensure correct usage and an adequate operational status of the GNSSN platform. The primary goal of the Governance Plan is to define a human infrastructure of assigned roles and responsibilities and to serve as an initial policy document in order to facilitate the seamless operation of the various networks, forums and portals integrated into the GNSSN platform.

The Governance Plan will help harmonize the management and the development of the GNSSN and its platform by defining management principles and governing practices for the GNSSN, together with maintenance policies and procedures related to the GNSSN SharePoint environment. It also defines the roles and responsibilities of the stakeholders involved in the management of the GNSSN and its components, with a particular focus on the management of the GNSSN website.

In order to effectively manage the GNSSN environment, it is highly recommended to have well established and well defined roles and responsibilities. This will ensure that all stakeholders have a clear understanding of their role, function and responsibilities. All participants are encouraged to promote the use of the GNSSN platform.
4.1 GNSSN Steering Committee

The GNSSN Steering Committee is a standing body of suitably qualified persons holding responsibilities in the field of nuclear safety and/or security with recognized expertise in regulatory matters and nuclear knowledge management.

<table>
<thead>
<tr>
<th>GNSSN Steering Committee Members</th>
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</thead>
<tbody>
<tr>
<td><strong>Role</strong></td>
</tr>
<tr>
<td><strong>Who</strong></td>
</tr>
</tbody>
</table>

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3 * As needed  
** If requested
The Chairperson of the Steering Committee is recommended and appointed by the Steering Committee, and serves for a term of two years.

In addition to the Steering Committee members, the chairs of the working groups for the thematic technical subjects may be invited to participate in the Steering Committee meetings, if requested by the Steering Committee.

Representatives of regional networks or international organizations may participate in Steering Committee meetings as observers.

**Working Methods**

- Generally, the Steering Committee meets twice a year.
- The Steering Committee is convened by its Chairperson through notifications issued by the GNSSN Executive.
- When necessary, working groups on specific issues are established.
- Decisions are made by consensus.
- Meetings are conducted in English.

**4.2 GNSSN Executive**

The GNSSN Executive is a key IAEA staff member who is the Scientific Secretary to the Steering Committee and the Chairperson of the Governance Board. He/she acts as a bridge between the GNSSN Steering Committee and the Governance Board. He is a mediator for all issues of common concern across the various elements under the GNSSN (networks, forums and
national networks) and facilitates harmonious interaction among them. He is also in charge of the monitoring and supervision of the regular operations of the GNSSN platform and its components.

**GNSSN Executive**

<table>
<thead>
<tr>
<th>Role</th>
<th>The GNSSN Executive is the Scientific Secretary to the GNSSN Steering Committee and leads the GNSSN Governance Board. He/she acts as a bridge between the GNSSN Steering Committee and the Governance Board.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Who</td>
<td>Head of the Safety and Security Coordination Section at the IAEA or designated representative.</td>
</tr>
</tbody>
</table>
| Responsibilities | • Ensure that GNSSN activities and developments are in line with the GNSSN strategic approach..  
• Ensure implementation of the GNSSN Governance Plan.  
• Explore and promote interfaces among different networks, forums and portals pertaining to nuclear safety and nuclear security.  
• Review and submit for approval by the Governance Board any proposals for GNSSN platform development (i.e. scope, schedule, resources and implementation plan).  
• Convey decisions by the Steering Committee and ensure implementation of approved decisions.  
• Convene meetings of the GNSSN Governance Board when required.  
• Plan and implement necessary training for stakeholders in the use of the GNSSN platform.  
• Ensure coordination between the GNSSN Administration Support Group (at the IAEA’s Division of Information Technology) and the GNSSN Governance Board.  
• Align and harmonize implementation of the GNSSN platform in line with IAEA standards and guidelines (related to design, visual identity and application security) and in close coordination with the GNSSN Coordinators.  
• Manage the availability and optimal utilization of appropriate resources for implementation and maintenance of the various elements integrated into the GNSSN platform. |

**4.3 GNSSN Governance Board**

The GNSSN Governance Board manages the implementation of the guidance provided by the Steering Committee on the GNSSN’s operation and development. The GNSSN Governance Board provides insight and direction for the operational aspects of the GNSSN.

It also has a key role in managing the GNSSN SharePoint-based platform and its content. The GNSSN Governance Board develops, maintains and applies operational policies for the GNSSN platform, and collectively determines rules, common formats, and acceptable utilization of the system. The Governance Board is the authority for all structural and development decisions, including all operational policies and procedures created for the GNSSN platform.
As presented below, the GNSSN Governance Board consists of the GNSSN Executive, GNSSN Advisors, GNSSN Coordinators, GNSSN Assistants and GNSSN Moderators (upon request).

**Working methods:**

- The GNSSN Governance Board will meet as needed but at least once a year at the IAEA’s Headquarters.
- The IAEA will act as the Secretariat for the GNSSN Governance Board.
- Decisions are made by consensus.
- Meetings will be conducted in English.
- The GNSSN Executive will report results, decisions and recommendations by the Governance Board to the GNSSN Steering Committee.

### 4.3.1 GNSSN Core Working Group

The GNSSN Core Working Group will have functions relating to the governance and operations of the GNSSN.

<table>
<thead>
<tr>
<th>GNSSN Core Working Group</th>
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<tbody>
<tr>
<td><strong>Role</strong></td>
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<tr>
<td><strong>Who</strong></td>
</tr>
</tbody>
</table>
| **Responsibilities** | - Provide feedback and advise the GNSSN Governance Board on the future strategic planning of the GNSSN.  
- Track developments in the management of the GNSSN and provide inputs to decisions related to planning and implementation.  
- Contribute to the implementation of the IAEA strategic approach on the GNSSN and ensure the implementation of the GNSSN Governance Plan.  
- Enable the GNSSN to realize its full potential by supporting the development of an integrated nuclear safety capacity building plan.  
- Review existing documents, recommend activities and foster, with the assistance of the Secretariat, the setting up of new networks, projects and initiatives.  
- Develop an action plan with scheduled activities and tangible deliverables.  
- Develop procedures for monitoring, evaluation and quality assurance of the GNSSN.  
- Provide in the GNSSN annual report a chapter summarizing the GNSSN’s achievements to inform the general public.  
- In relation to the development and maintenance of the GNSSN platform, the GNSSN Core Working Group has full administrative access to assigned element(s). |
4.3.2 GNSSN Coordinator

Each GNSSN Coordinator manages individual elements (network, forum or portal) in the GNSSN, as well as their internet portal integrated into the GNSSN platform, either directly or via links, and in accordance with the GNSSN Governance Plan.

<table>
<thead>
<tr>
<th>GNSSN Coordinator</th>
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<tbody>
<tr>
<td>Role</td>
<td>Responsible for the management of assigned element(s) (network, forum or portal) under the GNSSN, and its corresponding portal within the GNSSN platform.</td>
</tr>
<tr>
<td>Who</td>
<td>IAEA staff member or a Member State representative.</td>
</tr>
</tbody>
</table>
| Responsibilities  | • Ensure that activities and development of the network or forum for which they are responsible are in line with the IAEA strategic approach on the GNSSN.  
• Contribute as necessary to the GNSSN evaluation processes (to be defined in a GNSSN evaluation mechanisms document). Report on the implementation of their assigned element(s) within the context of the GNSSN Governance Plan to the Board.  
• Implement the GNSSN Governance Plan within the assigned element(s).  
• Provide information about the GNSSN within the assigned network/forum and make clear that the network/forum is in the portfolio of the GNSSN. When applicable, use standard GNSSN template or introductory GNSSN information.  
• Develop and maintain the GNSSN Platform [NB: the GNSSN Coordinator has full administrative access to assigned element(s)]:  
  o Review and authorize any new publicly accessible content to be created within the assigned element(s);  
  o Manage content and ensure harmonization with other elements of the GNSSN platform, in line with the design policies and standards outlined in the GNSSN Governance Plan;  
  o Approve/reject new users for restricted content (member area) of assigned element(s);  
  o Develop and implement the access policy for the assigned element(s);  
  o Appoint GNSSN Moderators and Assistants for the assigned element(s). Delegate necessary tasks to the relevant GNSSN Assistant or Moderators;  
  o Ensure the following items remain updated: Events calendar, Links and publications; Taxonomy list (if any); and Uploaded material;  
  o Assign point of contact for GNSSN stakeholders and public queries related to the assigned element(s). |

The tables in Annexes 3 and 4 describe the current GNSSN elements, responsible IAEA Departments, and assigned IAEA Coordinators.

The NNRP National Contact Points constitute a specific case among the GNSSN Coordinators.
In addition to the tasks specified above for GNSSN Coordinators, NNRP National Contact Points have specific tasks as described below.

### GNSSN — NNRP National Contact Point

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsibilities</th>
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<tbody>
<tr>
<td></td>
<td>• Support the implementation of NNRP activities in the country.</td>
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<tr>
<td></td>
<td>• Cooperate with other National Contact Points to ensure consistency and exchange of best practices.</td>
</tr>
<tr>
<td></td>
<td>• Promote the visibility of the GNSSN in the context of the NNRP.</td>
</tr>
<tr>
<td></td>
<td>• Interact with the GNSSN management with regard to GNSSN development and implement the GNSSN strategic approach within the NNRP area.</td>
</tr>
<tr>
<td></td>
<td>• Report on the implementation of the NNRP in line with the GNSSN Governance Plan to the GNSSN Governance Board.</td>
</tr>
<tr>
<td></td>
<td>• Attend relevant activities, e.g. plenary meetings of the GNSSN, GNSSN meetings and conferences as appropriate.</td>
</tr>
<tr>
<td></td>
<td>• Develop and maintain the NNRP within the GNSSN platform [NB: the NNRP National Contact Point has full administrative access to assigned</td>
</tr>
<tr>
<td></td>
<td>element(s)]:</td>
</tr>
<tr>
<td></td>
<td>o Review and authorize any new publicly accessible content to be created within the NNRP area;</td>
</tr>
<tr>
<td></td>
<td>o Manage NNRP content as well as ensure harmonization with other elements of the GNSSN platform, in line with the design policies and</td>
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<td></td>
<td>standards outlined in the GNSSN Governance Plan;</td>
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<tr>
<td></td>
<td>o Approve/deny access to new users for restricted content within the NNRP.</td>
</tr>
</tbody>
</table>

### 4.3.3 GNSSN Moderators

A GNSSN Moderator is a key contributor responsible for adding and updating content to the assigned element(s) (networks, forums and portals) of the GNSSN platform and for ensuring that valuable and active dialogue is carried out. Moderators are assigned by the relevant Coordinator and may be internal or external to the IAEA. Moderators should have knowledge of the technical content of the assigned element(s) and of SharePoint technologies.

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsibilities</th>
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<tbody>
<tr>
<td></td>
<td>• Develop and maintain the GNSSN platform [NB: the GNSSN Moderator has developers’ or contributors’ access granted by the Coordinator to respective</td>
</tr>
<tr>
<td></td>
<td>assigned element(s)]:</td>
</tr>
<tr>
<td></td>
<td>o Create, update and delete content for assigned element(s) of the GNSSN platform.</td>
</tr>
<tr>
<td></td>
<td>o Implement GNSSN operational and design policies for the</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Who</th>
<th>Appointed by the relevant Coordinator; may be IAEA staff member or a Member State representative.</th>
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<table>
<thead>
<tr>
<th>Responsibilities</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>• Develop and maintain the GNSSN platform [NB: the GNSSN Moderator has developers’ or contributors’ access granted by the Coordinator to respective</td>
</tr>
<tr>
<td></td>
<td>assigned element(s)]:</td>
</tr>
<tr>
<td></td>
<td>o Create, update and delete content for assigned element(s) of the GNSSN platform.</td>
</tr>
<tr>
<td></td>
<td>o Implement GNSSN operational and design policies for the</td>
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</tbody>
</table>
4.3.4 GNSSN IT Assistants

A GNSSN IT Assistant is an IAEA staff member or a Member State representative, who is expected to work closely with the GNSSN Executive, the Coordinators and the Moderators in the administration, site development, and maintenance of content of assigned element(s) of the GNSSN platform. The IT Assistant should have good knowledge and working experience of SharePoint technologies.

<table>
<thead>
<tr>
<th>GNSSN IT Assistant</th>
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<tbody>
<tr>
<td>Role</td>
</tr>
<tr>
<td>Support the GNSSN Executive, the Coordinators and the Moderators in the administration, site development, and maintenance of content of assigned element(s) of the GNSSN platform.</td>
</tr>
<tr>
<td>Who</td>
</tr>
<tr>
<td>IT staff from the IAEA's Department of Nuclear Safety and Security or a Member State representative.</td>
</tr>
<tr>
<td>Responsibilities</td>
</tr>
<tr>
<td>• Develop and maintain the GNSSN platform [NB: Full administrator access to the GNSSN platform and/or to individual elements (networks, forums or portals) should be granted to the IT Assistant, based on a decision by the GNSSN Executive and/or Coordinator]:</td>
</tr>
<tr>
<td>o Coordinate with the GNSSN Platform Administration Support Group for configuration of the site(s) as well as of the various elements (networks, forums and portals) integrated into the GNSSN platform.</td>
</tr>
<tr>
<td>o Ensure, under the supervision of the GNSSN Executive, compliance of the various elements (networks, forums and portals) integrated into the GNSSN platform with GNSSN Governance Plan policies regarding design and IT security.</td>
</tr>
<tr>
<td>o Manage, in close coordination with the relevant Coordinator, user registration requests and role assignment.</td>
</tr>
<tr>
<td>o Analyse the reusability of IT modules across the various elements of the GNSSN platform.</td>
</tr>
<tr>
<td>o Resolve critical IT issues pertaining to the implementation of the various elements of the GNSSN platform.</td>
</tr>
<tr>
<td>o Report on usage statistics (log) and accordingly propose enhancements for improving performance.</td>
</tr>
<tr>
<td>o Coordinate site provisioning.</td>
</tr>
<tr>
<td>o Provide training and ongoing support to the GNSSN user community.</td>
</tr>
<tr>
<td>o Act as primary point of contact for IT support of whole GNSSN site collection and/or specific assigned element(s).</td>
</tr>
</tbody>
</table>
## 4.4 GNSSN Platform Administration Support Group

The GNSSN Platform Administration Support Group is a team of IAEA staff members and dedicated Member State representatives with a thorough knowledge and experience of SharePoint technologies and SharePoint server administration.

### GNSSN Platform Administration Support Group

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsible for GNSSN platform infrastructure as well as SharePoint server administration.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Who</td>
<td>Staff from the IAEA Division of Information Technology and GNSSN IT Assistants.</td>
</tr>
<tr>
<td>Responsibilities</td>
<td>• Develop and maintain the GNSSN platform [NB: the GNSSN Platform Administration Support Group has SharePoint administration rights for the entire site collection]:</td>
</tr>
<tr>
<td></td>
<td>o Manage the GNSSN platform configuration in close cooperation with the GNSSN IT Assistants.</td>
</tr>
<tr>
<td></td>
<td>o Inform the GNSSN Executive of any significant changes in the SharePoint infrastructure.</td>
</tr>
<tr>
<td></td>
<td>o Manage the security of the GNSSN platform and propose enhancements for additional security.</td>
</tr>
<tr>
<td></td>
<td>o Manage periodic backups/restorations according to predefined frequency.</td>
</tr>
<tr>
<td></td>
<td>o Provide necessary support to the GNSSN IT Assistants.</td>
</tr>
<tr>
<td></td>
<td>o Disseminate relevant information (e.g. notifications regarding upgrades or maintenance shutdowns of SharePoint infrastructure, to GNSSN IT Assistants).</td>
</tr>
<tr>
<td></td>
<td>o Instruct the GNSSN IT Assistants on best practices and operational guidelines for the SharePoint infrastructure.</td>
</tr>
<tr>
<td></td>
<td>o Manage file size limits or quotas in close coordination with the GNSSN IT Assistants.</td>
</tr>
</tbody>
</table>
4.5 GNSSN Platform Users

The GNSSN platform users have different access permissions in different areas of the GNSSN platform depending on whether they are acting as Contributors or Viewers. The table below explains the different access permissions for all user categories:

### 4.5.1 Contributor

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsibilities and Expectations</th>
<th>Permissions</th>
<th>Required Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contributor</td>
<td>• Contribute to certain areas/topics within a network, forum or portal.</td>
<td>Can view, add, edit and delete list items and documents (including document versions).</td>
<td>SharePoint experience — basic understanding</td>
</tr>
<tr>
<td></td>
<td>• Participate in discussion forums.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Proactively encourage participation of subject matter experts in the area of contribution.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 4.5.2 Viewer

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsibilities and Expectations</th>
<th>Permissions</th>
<th>Required Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Viewer</td>
<td>• Participate in and promote GNSSN activities.</td>
<td>View permissions</td>
<td>None</td>
</tr>
<tr>
<td></td>
<td>• Share information within their network, forum or portal as appropriate.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. Role of National Nuclear Regulatory Portals in the Framework of the GNSSN

The GNSSN is designed to be effective in harmonizing approaches and adopting good practices to achieve sustainable nuclear safety and security infrastructure, by coordinating activities among global safety and security networks/forums, regional safety networks and National Nuclear Regulatory Portals (NNRPs).

The NNRP, as part of the GNSSN, is the entry page to a country’s national network that contains relevant information on its national nuclear safety and security regulatory infrastructure. The NNRPs may also serve as a resource to manage national knowledge in nuclear safety and security and help Member States to harmonize national approaches to knowledge management.

The NNRP will be mainly used as an authoritative source of information developed and maintained directly by the Member States. The NNRP is an interface between national web-based information resources, the international community, and networks with a global, regional or thematic focused, under the GNSSN framework.
The information available on these portals helps to understand how the nuclear safety and security regulatory framework is organized in Member States to contribute to improving nuclear safety and security. Member States are encouraged to maintain the NNRPs and make them available, where possible, to the public.

5.1 NNRP Structure and Content

Each Member State’s NNRP is based on a uniform structure and administered by the Member State itself.

The NNRPs are web-based portals hosted on the GNSSN platform, allowing IAEA Member States to manage and display their national nuclear safety and security information resources including the country nuclear regulatory profile (CNRP). In addition, other country specific information on items of interest for nuclear regulatory purposes can be found on NNRPs, such as reports from review missions, legal references and news. The general architecture of the NNRP is predetermined and should be followed. The NNRP should be made publicly available were possible.

The main architecture of the CNRP should contain the following elements as partly listed in Governmental, Legal and Regulatory Framework for Safety (IAEA Safety Standards Series No. GSR Part 1):

- Radiation and nuclear facilities and activities.
- Responsibilities and functions of the government.
- Global nuclear safety and security regime.
- Responsibilities and functions of the regulatory body.

Additionally, the NNRP provides country specific information on:

- General country information.
- Legislative and governmental structure.
- Regulatory body and relevant national stakeholders.
- Regulatory knowledge base as illustrated in Figure 3 in Annex 6.
- National reports (e.g. under the Convention on Nuclear Safety and the Joint Convention on the Safety of Spent Fuel Management and on the Safety of Radioactive Waste Management, or on generic safety issues, operational experience feedback, States' individual post-Fukushima action plans, etc.).
- Results and other documents related to review and appraisal services performed for the country (e.g. Integrated Regulatory Review Service, Operational Safety Review Team service).
- National and international databases with information related to the country.
- Other important links.
Figure 1: Architecture of the National Nuclear Regulatory Portal (NNRP)
Member States are encouraged to link NNRP components to existing national information resources in order to avoid duplication, and to ensure that the information is up to date. Member States should utilize the full technological capabilities of the GNSSN SharePoint tools to upload and update the NNRP components in the most efficient manner possible.


### 5.2 Selection and Nomination of the National Contact Point

The NNRP National Contact Point (NCP) is the focal point of the IAEA Member State for NNRP related activities, within the GNSSN framework. In this context, the NCP will promote the GNSSN among national stakeholders, help relevant national organizations to understand the mission and activities of the GNSSN and liaise between the GNSSN management and those organizations.

Each Member State participating in the GNSSN is requested to appoint an NCP. The nomination of the NCP will be communicated to the GNSSN management via official channels. The NP should have the appropriate authority, technical competence, resources and infrastructure to fulfil the responsibilities outlined in the GNSSN Governance Plan.

Desired qualifications of the NCP are:

- A representative of the regulatory body, a designated technical support organization (TSO) or a competent authority.
- Working experience in international relations.
- In-depth knowledge of nuclear safety and security issues in the country.
- Excellent communication skills.
- Working level proficiency in English.
- Capability to work interactively with information systems.

### 5.3 Role and Responsibilities of the NNRP NCP

The NCP is responsible for the development and maintenance of the NNRP as an interface between the GNSSN and national web-based information resources. The NCP is also responsible for the provision of access rights to the NNRP, if it is not already publicly available.

The duties of the NCP include:

- The selection, clearance and upload of content or documents.
- The update, review and assessment of the information within the NNRP.
- The liaison between the GNSSN management and the relevant national organizations.
- The engagement in continuous dialogue and exchange of information with national stakeholders.

Additionally, the NCP should perform technical support and administrative functions such as:

- To be the first contact person for NNRP site users/visitors.
- To serve as a point of contact between NNRP users/contributors and the GNSSN IT Assistant.
- To manage access permissions for the NNRP and relevant management tools.
- To provide technical support for the users/contributors of the NNRP.
- To ensure a seamless interface between the NNRP and the underlying web-based national information resources.
5.4 National Contact Point Working Group

A National Contact Point Working Group will be established and composed of up to eight representatives from different Member States and IAEA representatives. The NCP Working Group will convene on a regular basis for progress review and monitoring of NNRP structure and content. The decisions during the NCP Working Group meeting are taken by consensus and the discussions are conducted in English.

The NCP Working Group, along with the Secretariat, will organize the annual meeting of NCPs. This meeting will be chaired by a working group member assisted by the GNSSN IAEA staff. During the annual meeting, the discussions may include:

- Challenges and best practices in gathering the NNRP content.
- The NNRP structure and proposed improvements.
- Contribution to the GNSSN annual report.
- Review of the working material and guidelines.
- Development of a work plan, including training activities.
- Exploration and promotion of the usage of NNRPs to support national knowledge management activities.
- Assistance to other countries in the implementation of NNRPs.

Additionally, training courses and seminars will be organized within the GNSSN framework in order to train the new NCPs to effectively fulfil their responsibilities.

6. Stakeholders

GNSSN audiences comprise three main categories: internal, external and the wider public stakeholder audiences.

6.1 Internal Stakeholders

The following have been identified as internal stakeholders:

- The IAEA Department of Nuclear Safety and Security.
- The IAEA Departments of Management, Nuclear Sciences and Applications, Nuclear Energy, and Technical Cooperation.
- The Director General’s Office for Coordination, the Office of Public Information and Communication, the Secretariat of the Policy Making Organs, and the Office of Legal Affairs.
- The IAEA Secretariat points of contact for global networks under the GNSSN, e.g. RCF, GSAN.
- GNSSN Steering Committee.

6.2 External Stakeholders (Core Audience)

Individuals, Member States, government organizations and various international organizations outside of the Agency are considered “external” stakeholders. They are also considered the “core” audience — or central audience.
The following have been identified as external stakeholders:

- IAEA Member States
- Government Ministries and Permanent Missions
- Regulators/TSOs
- Operators/utilities
- International organizations (Nuclear Energy Agency of the Organisation for Economic Co-operation and Development, European Union, United Nations)
- International experts and interest groups, e.g.:
  - The World Association of Nuclear Operators, ENSREG, WENRA, the Heads of the European Radiological Protection Competent Authorities, and the European TSO Network
  - INSAG, the Commission on Safety Standards, the Nuclear Safety Standards Committee, the Waste Safety Standards Committee, the Transport Safety Standards Committee, the Radiation Safety Standards Committee, and the Nuclear Security Guidance Committee
- GNSSN elements (global networks and forums, regional safety networks, Member States with NNRPs).
- NCPs providing GNSSN information to their various organizations
- Technical universities, training centres, capacity building centres (e.g. the International Nuclear Safety School, the European Nuclear Safety Training and Tutoring Institute, the World Nuclear University, and the International Institute of Nuclear Energy)

7. Operational Policies for the GNSSN Platform

The GNSSN platform management relies on a number of rules and policies. They include an access policy, a description of the process for granting user’s access, terms of use and code of conduct, and the conditions for adding new elements (network or forums) to the GNSSN platform. These documents and information are accessible in Annex 1 and in the public area of the GNSSN platform.

8. Content and Design Policies

A clear policy for the management of GNSSN platform content and design, which is being imported from various sources and through various channels, has been established. It covers copyrights and intellectual property, content disclaimers, content management by the coordinator, and style and design guidelines for material hosted by the IAEA website. This information is available in Annex 2 and in the public area of the GNSSN platform.

9. Training for GNSSN Platform Users

The IAEA Safety and Security Coordination Section (NS-SSCS) coordinates, organizes and supports training activities on the use of the GNSSN platform.

The training material and guidance for the use and development of GNSSN elements is based on the training material developed and provided by the Installation and Reactor Safety Company (Gesellschaft für Anlagen- und Reaktorsicherheit) (GRS) and delivered by GNSSN IT Assistants.
A help centre has been developed for the contributors to the GNSSN platform; it includes material on the development of NNRPs\(^4\).

10. **Performance Monitoring**

The GNSSN develops and uses verifiable performance metrics, regularly reviews processes and defines tools to assess its performance. However, more systematic and regular evaluation processes need to be designed and implemented to monitor and control the progress of the GNSSN implementation.

Currently the GNSSN uses Google Analytics as a tool to gather information such as:

- User behaviour
- Search patterns
- Traffic
- System information
- User location
- Content views

The GNSSN also uses a set of performance indicators focused on:

- Number of meetings sponsored by Member States, the IAEA, regional networks, etc.
- Number of countries joining global/regional or interregional networks, meetings and other forums
- Number of documents uploaded/downloaded on the website
- Number of activities conducted
- Number of NNRPs developed or updated

11. **GNSSN Resources**

The Agency will act as a secretariat to the GNSSN and support the efficient working of the Steering Committee and the Governance Board by ensuring the availability of the necessary resources.

A Scientific Secretary is designated by the IAEA to serve as the focal point to support the activities of the Steering Committee and liaise with the Governance Board.

11.1 **Human Resources**

In addition to the GNSSN Executive, two IAEA staff members are currently in charge of managing and monitoring GNSSN operations, as well as assisting in its development (e.g. creation of new global or regional networks, supporting the establishment of NNRPs, providing training to various contributors to the GNSSN platform).

\(^4\)http://gnssn.iaea.org/sites/auth/RegNet/CCA/HelpCenter/Home.aspx
In order for the GNSSN to be effective, and to promote effective communication, support is needed from the following:

- Technical officer/Scientific Secretary
- Communication advisor
- Audio and visual designers, web designer
- Editor, technical writer/news writer
- Web programmer
- Divisional and regional points of contact
- Administrators
- The GNSSN Coordinators

11.2 Finance

The costs of the development and operation of the GNSSN and its IT platform are covered by extrabudgetary contributions from several Members States (Canada, China, Japan, the Republic of Korea and the USA) and from the European Commission. To ensure the sustainability of the GNSSN in the future, it is expected that a share of the financial support will be provided through the IAEA Regular Budget. Otherwise, as mentioned in the risk estimate table provided in Annex 5, a lack of financial support might compromise the development and operation of the GNSSN.

In general, all costs involved in the participation of each Steering Committee and Governance Board member will be borne by the nominating Member States. Should the need arise, however, the IAEA might provide some financial assistance, subject to the availability of funds and upon official request by a Member State.

12. Changes to the GNSSN Governance Plan

Once the Governance Plan has been endorsed, any request to make changes to the document should be in writing and transmitted by a standing member of the GNSSN Steering Committee to the Chairperson of the Steering Committee.

The change request will be discussed at the following meeting of the GNSSN Steering Committee.
Operational Policies for the GNSSN Platform

Process for Granting Users Access

Some GNSSN elements and features within those elements require additional privileges to be granted to users before they can be used. The GNSSN Coordinators are responsible for granting users access to the protected parts of their respective elements. These activities and granted access rights shall be documented and included in the collaboration portal for the GNSSN Governance Board.

Criteria

The users requiring access beyond the open area of the GNSSN platform must first register for a NUCLEUS account through iaea.org. A new NUCLEUS account will be created and an email will be sent to the email address provided asking the new user to activate his/her NUCLEUS account.

NUCLEUS users can access protected GNSSN areas. Access will be granted by the GNSSN Coordinator of the relevant GNSSN element.

Selection of Moderators

Each of the elements on the GNSSN platform will have a subset of users who will ensure that valuable and active dialogue is carried out. These users are called Moderators. Moderators will be appointed by the Coordinator of the relevant elements. Those interested in becoming Moderators should contact the appropriate Coordinator.

GNSSN Terms of Use and Code of Conduct

The GNSSN has a formal code of conduct (see below) to support the activities of all elements on the GNSSN platform and that needs to be accepted by all users prior to joining the GNSSN. All users must agree to and comply at all times with the code of conduct.
Code of Conduct for the GNSSN Platform

By signing this Code of Conduct, I, (print name) ______________________, understand the responsibilities I have accepted as a user of the GNSSN platform. I acknowledge that, at a minimum, I shall:

1. Access only the data, control information, and software for which I am authorized access.
2. Not redistribute information acquired from this platform without approval of the relevant GNSSN Coordinator.
3. Protect my password.
4. Immediately report the following to the relevant GNSSN Coordinator or the GNSSN IT Assistant:
   a. All security incidents and potential threats and vulnerabilities involving the information system.
   b. Any compromise or suspected compromise of my password.
5. Comply with all GNSSN and IAEA system-specific rules and regulations governing the secure operation and authorized use of the information system.

As a user of the GNSSN platform, I further acknowledge that I shall not:

1. Introduce malicious code into any information system or physically damage the system.
2. Attempt to bypass, strain, or test security mechanisms.
3. Introduce or use unauthorized software, firmware, or hardware.
4. Share my password or access authorization with others.
5. Assume the roles and privileges of others and/or attempt to gain access to information for which I have no authorization.

Signature: _____________________________ Date: ________________

Adding New Elements to the GNSSN Platform

The GNSSN platform is designed in a way so it can support many sites as GNSSN elements. In case of new elements, the following criteria and requirements should be met before acceptance:

- The terms of reference must be provided.
- A GNSSN Coordinator must be assigned.
- A description of the content must be provided.
- A list with potential GNSSN Moderators for the new element is highly recommended.

As soon as the GNSSN Governance Board receives the required information, the Board will review it and provide a recommendation to the Steering Committee. If the Steering Committee accepts the
proposal, the process of adding the new element to the GNSSN platform starts.

**Risks and Mitigations**

The following risks could affect the implementation of the GNSSN Governance Plan:

- Lack of awareness of the Governance Plan among GNSSN stakeholders.
- Lack of commitment from the GNSSN Governance Board.
- Inadequate support from IAEA management and from Member States.
- Lack of coordination between the GNSSN Steering Committee and the GNSSN Governance Board.
- Lack of policy enforcement by the GNSSN Coordinators responsible for individual elements on the GNSSN platform.
- GNSSN users with different roles and responsibilities not abiding by the policies outlined in this plan.
- Lack of security of IT infrastructures supporting the GNSSN.

The risks identified above will be mitigated by the active engagement of GNSSN users and management and by the implementation of the goals and principles and the Communication Outreach Plan.
ANNEX 2

Content and Design Policies for the GNSSN Platform

Copyrights and Intellectual Property

The GNSSN is aware of concerns over copyright and intellectual property issues. However, any infringement to copyrights, licences and intellectual properties will need to be resolved between the parties involved, i.e. the owner(s) of the material(s) and the lawbreaker(s).

Content Disclaimer

The GNSSN’s disclaimer addresses the fact that the GNSSN contains, on its various sites, information that may not be accurate and should not be relied upon as a sole source by the users without prior verification. It must be clearly understood by all users that the IAEA bears no legal liability or responsibility for negative consequences as a result of following advice or information found on the GNSSN platform. GNSSN content is reviewed to the extent possible by the IAEA and GNSSN Coordinators and Moderators, but the IAEA is not responsible for false or erroneous information posted by the user community.

Disclaimer for GNSSN Platform

Access to information resources on the GNSSN platform as a part of NUCLEUS is provided as a public service by the International Atomic Energy Agency (IAEA). The information contained within NUCLEUS does not necessarily reflect the views of the IAEA or the Governments of IAEA Member States and as such is not an official record.

A ‘cookie’ is a small text file sent by a website and stored in your browser. Most websites use cookies. NUCLEUS uses cookies for several important features of the site, including sign in, performance, and anonymous tracking of site usage. If cookies are disabled in your browser, these features of NUCLEUS will not work.

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Managing Content and Revising Materials

Each element on the GNSSN platform will have a Coordinator who will be responsible for managing the content and materials covered by that element and ensuring that they contribute to achieving the purposes and goals of GNSSN.

The revision of materials and content placed under the GNSSN elements is the responsibility of the relevant GNSSN Coordinator.

The general policy is that all content hosted under each element of the GNSSN is available to authorized users of the respective element.

Style and Design for Elements Hosted by the IAEA

All sites on the GNSSN platform will follow a consistent baseline design to ensure consistency and usability across the sub-sites in accordance with the IAEA’s web content management policies to as great an extent as possible.
# ANNEX 3

## GNSSN Elements and their IAEA Coordinators

The current set of safety and security networks, forums and portals (both open access and password protected) that are integrated into the GNSSN platform includes:

<table>
<thead>
<tr>
<th>Name</th>
<th>Coordinator</th>
<th>Open</th>
<th>Protected</th>
<th>Externally Hosted and Linked</th>
</tr>
</thead>
<tbody>
<tr>
<td>GNSSN Steering Committee</td>
<td>NS-SSCS&lt;sup&gt;5&lt;/sup&gt;</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Global Networks</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Regulatory Network</td>
<td>NS-RAS&lt;sup&gt;6&lt;/sup&gt;</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Global Safety Assessment Network</td>
<td>NS-SAS&lt;sup&gt;7&lt;/sup&gt;</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Control of Sources Network</td>
<td>NS-RITSS</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education and Training Network in Nuclear Waste and Radiation Safety</td>
<td>NS-RITSS&lt;sup&gt;8&lt;/sup&gt;</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Global Forums</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technical and Scientific Support Organization Forum</td>
<td>NS-SSCS*</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Regulatory Cooperation Forum</td>
<td>NS-RAS</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>WWER Regulators’ Forum</td>
<td>NS-RAS</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Forum for Senior Regulators of CANDU Reactors</td>
<td>NS-RAS</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Forum for Embarking Countries</td>
<td>NS-RAS</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Forum for Safety and Security of Small Medium Reactors (expected)</td>
<td>NS-SSCS</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capacity Building Forum (expected)</td>
<td>NS-SSCS&lt;sup&gt;9&lt;/sup&gt;</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emergency Preparedness and Response Forum (expected)</td>
<td>NS-IEC&lt;sup&gt;9&lt;/sup&gt;</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Regional Safety Networks</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arab Network of Nuclear Regulators</td>
<td>NS-SSCS</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Asian Nuclear Safety Network</td>
<td>NS-SSCS</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Forum of Nuclear Regulatory Bodies in Africa</td>
<td>NS-SSCS</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Ibero-American Forum of Radiological and Nuclear Regulatory Agencies</td>
<td>NS-SSCS</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Western European Nuclear Regulators Association</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>European Nuclear Safety Regulators Group</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td><strong>Member States Area</strong></td>
<td>NS-SSCS</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Each Member State has its own National</td>
<td>NNRP-&lt;sup&gt;**&lt;/sup&gt;</td>
<td>(X)</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

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<sup>5</sup> Safety and Security Coordination Section  
<sup>6</sup> Regulatory Activities Section  
<sup>7</sup> Safety Assessment Section  
<sup>8</sup> Regulatory Infrastructure and Transport Safety Section  
<sup>9</sup> Incident and Emergency Centre
<table>
<thead>
<tr>
<th>Nuclear Regulatory Portal (NNRP) as an interface to the national web-based knowledge platforms.</th>
<th>National Contact Point</th>
</tr>
</thead>
</table>

* Currently under NS-NSAT

** Depending of the decision of the Member State a public area could be established
ANNEX 4

GNSSN Operational Management

This table describes the current GNSSN elements, responsible IAEA team, and assigned IAEA coordinators.

<table>
<thead>
<tr>
<th>Network/Forum Name</th>
<th>IAEA Team</th>
<th>Coordinator [Networks, Forums, Portals]</th>
</tr>
</thead>
<tbody>
<tr>
<td>GNSSN Steering Committee</td>
<td>NS-SSCS</td>
<td>L. Guo</td>
</tr>
<tr>
<td>International Regulatory Network</td>
<td>NS-RAS</td>
<td>A. Nicic</td>
</tr>
<tr>
<td>Global Safety Assessment Network</td>
<td>NS-SAS</td>
<td>P. Hughes</td>
</tr>
<tr>
<td>Control of Sources Network</td>
<td>NS-RITSS</td>
<td>T. Hailu</td>
</tr>
<tr>
<td>Education and Training Network in Nuclear Waste and Radiation Safety</td>
<td>NS-RITSS</td>
<td>A. Luciani</td>
</tr>
<tr>
<td>Technical and Scientific Support Organization Forum</td>
<td>NS-NSAT</td>
<td>G. Caruso</td>
</tr>
<tr>
<td>Regulatory Cooperation Forum</td>
<td>NS-RAS</td>
<td>R. Gibbs</td>
</tr>
<tr>
<td>WWER Regulators’ Forum</td>
<td>NS-RAS</td>
<td>A. Nicic</td>
</tr>
<tr>
<td>Forum for Senior Regulators of CANDU Reactors</td>
<td>NS-RAS</td>
<td>A. Nicic</td>
</tr>
<tr>
<td>Forum for Embarking Countries</td>
<td>NS-RAS</td>
<td>A. Nicic</td>
</tr>
<tr>
<td>Forum for Safety and Security of Small Modular Reactors (expected)</td>
<td>NS-SSCS</td>
<td>L. Guo</td>
</tr>
<tr>
<td>Capacity Building Forum (expected)</td>
<td>NS-SSCS</td>
<td>S. Mallick</td>
</tr>
<tr>
<td>Emergency Preparedness and Response Forum (expected)</td>
<td>NS-IEC</td>
<td>J. Lafortune</td>
</tr>
<tr>
<td>Arab Network of Nuclear Regulators</td>
<td>NS-SSCS</td>
<td>L. Guo</td>
</tr>
<tr>
<td>Asian Nuclear Safety Network</td>
<td>NS-SSCS</td>
<td>L. Guo</td>
</tr>
<tr>
<td>Forum of Nuclear Regulatory Bodies in Africa</td>
<td>NS-SSCS</td>
<td>L. Guo</td>
</tr>
<tr>
<td>Ibero-American Forum of Radiological and Nuclear Regulatory Agencies</td>
<td>NS-SSCS</td>
<td>R. Spiegelberg Planer</td>
</tr>
<tr>
<td>Member States Area</td>
<td>NS-SSCS, Topical Group on NNRP NCP</td>
<td>L. Guo, TBD (TG head)</td>
</tr>
<tr>
<td>NNRP — respective Member State</td>
<td>NCP-country</td>
<td>name</td>
</tr>
<tr>
<td>NNRP — respective Member State</td>
<td>NCP-country</td>
<td>name</td>
</tr>
</tbody>
</table>
# ANNEX 5

## GNSSN Risks estimate

<table>
<thead>
<tr>
<th>Risk No.</th>
<th>Risk</th>
<th>Probability</th>
<th>Impact</th>
<th>Remedial Action</th>
<th>Risk Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Inadequate financial support</td>
<td>Medium</td>
<td>High</td>
<td>Identify alternative resources and address issues with donors and IAEA high level management</td>
<td>GNSSN Steering Committee</td>
</tr>
<tr>
<td>2</td>
<td>Lack of awareness of the Governance Plan and policy enforcement among GNSSN stakeholders</td>
<td>Medium</td>
<td>High</td>
<td>Identify communication and outreach material and address the issue to the GNSSN Executive</td>
<td>GNSSN Governance Board</td>
</tr>
<tr>
<td>3</td>
<td>Lack of coordination between the GNSSN Steering Committee and the GNSSN Governance Board</td>
<td>Low</td>
<td>Medium</td>
<td>Identify alternative communication path and address the issue to the GNSSN Executive</td>
<td>GNSSN Advisory Group</td>
</tr>
<tr>
<td>4</td>
<td>GNSSN users with different roles and responsibilities not abiding by the policies outlined in this plan</td>
<td>Medium</td>
<td>High</td>
<td>Identify alternative measures and address the issue to the Network Coordinator</td>
<td>GNSSN IT Assistants</td>
</tr>
<tr>
<td>5</td>
<td>Malfunctioning of the IT infrastructures supporting the GNSSN</td>
<td>Low</td>
<td>Medium</td>
<td>Troubleshoot errors and report to IAEA Division of Information Technology</td>
<td>GNSSN Network Coordinators</td>
</tr>
<tr>
<td>6</td>
<td>Data and information on the GNSSN platform becoming outdated and not being replaced or removed.</td>
<td>High</td>
<td>High</td>
<td>Ensure responsible commitment and accountability of relevant member of the Governance Board, in particular the GNSSN platform moderators</td>
<td>GNSSN Governance Board</td>
</tr>
</tbody>
</table>
ANNEX 6

Country Nuclear Regulatory Profile (CNRP)
The purpose of the CNRP is to compile information on the respective national radiation and nuclear facilities and activities as well as related regulatory infrastructure and practices.

The content shall be compiled by using existing documents. This approach fosters the integration of a country’s relevant information that is contained in multiple data sources.

The CNRP consists of the following 5 elements:

1. Radiation and nuclear facilities and activities
2. Responsibilities and functions of the government
3. Global safety regime
4. Responsibilities and functions of the regulatory body
5. References and other useful information

The structure of elements 2, 3 and 4 is built on Governmental, Legal and Regulatory Framework for Safety (IAEA Safety Standards Series No. GSR Part 1).

Element 1 of CNRP: Radiation and nuclear facilities and activities
An overview of the country’s facilities and activities that require nuclear security and safety

Figure 1: GSR Part 1, Governmental, Legal and Regulatory Framework for Safety
regulations by referring to existing national websites or documents such as:

- national reports on nuclear conventions
- nuclear power country profiles
- IAEA databases, e.g. Power Reactor Information System (PRIS)
- reports and documents related to review missions and appraisals
- responses to questionnaires

The content should be organized by providing links to appropriate national resources on:

- nuclear safety
- radiation safety
- waste safety
- transport safety
- emergency preparedness and response
- security

**Element 2 of CNRP: Responsibilities and functions of the government**
Requirements 1 to 13 as described in GSR Part 1:

- Requirement 1: National policy and strategy
- Requirement 2: Establishment of a framework
- Requirement 3: Establishment of a regulatory body
- Requirement 4: Independence of the regulatory body
- Requirement 5: Prime responsibility for safety
- Requirement 6: Compliance with regulations and responsibility for safety
- Requirement 7: Coordination of different authorities with responsibilities for safety within the regulatory framework for safety
- Requirement 8: Emergency preparedness and response
- Requirement 9: System for protective actions to reduce existing or unregulated radiation risks
- Requirement 10: Provision for decommissioning of facilities and the management of radioactive waste and spent fuel
- Requirement 11: Competence for safety
- Requirement 12: Interfaces with nuclear security and with the State system of accounting for and control of nuclear material
- Requirement 13: Provision of technical services

**Element 3 of CNRP: Global safety regime**
Requirements 14 to 15 as described in GSR Part 1:

- Requirement 14: International obligations and arrangements for international cooperation
- Requirement 15: Sharing of operating experience and regulatory experience

**Element 4 of CNRP: Responsibilities and functions of the regulatory body**
Requirements 16 to 36 as described in GSR Part 1:

- Requirement 16: Organizational structure of the regulatory body and allocation of resources
- Requirement 17: Effective independence in the performance of regulatory functions
- Requirement 18: Staffing and competence of the regulatory body
- Requirement 19: The management system of the regulatory body
- Requirement 20: Liaison with advisory bodies and support organizations
- Requirement 21: Liaison between the regulatory body and authorized parties
- Requirement 22: Stability and consistency of regulatory control
- Requirement 23: Authorization of facilities and activities by the regulatory body
- Requirement 24: Demonstration of safety for the authorization of facilities and activities
- Requirement 25: Review and assessment of information relevant to safety
- Requirement 26: Graded approach to review and assessment of a facility or an activity
- Requirement 27: Inspection of facilities and activities
- Requirement 28: Types of inspection of facilities and activities
- Requirement 29: Graded approach to inspections of facilities and activities
- Requirement 30: Establishment of an enforcement policy
- Requirement 31: Requiring of corrective action by authorized parties
- Requirement 32: Regulations and guides
- Requirement 33: Review of regulations and guides
- Requirement 34: Promotion of regulations and guides to interested parties
- Requirement 35: Safety related records
- Requirement 36: Communication and consultation with interested parties

The information in elements 2–4 is presented as follows: the text of the requirement in italics followed by links to available documents or a short explanation how the requirements are met in the country.

**General Country Information**

“General Country Information” contains references both to the documents and sites which are part of NNRP website and also to external resources:

- National reports under international conventions
- Legislative and governmental structure
- Geographic information
- Organizations and committees (homepages of national information sources and institutions)
- Information from the IAEA (references to diverse databases of the IAEA)
- Additional links, as needed

**Regulatory Knowledge Base**

The template below provides an example of a country’s regulatory knowledge base and should be replaced by the actual regulatory framework of the country.
Figure 3: Example of a Regulatory Pyramid

Review Missions

*Integrated Regulatory Review Service (IRRS) Missions*

The “IRRS Missions” page gives details about already performed or scheduled IRRS missions in the country as well as references to general IRRS information.

The objective is to provide information to Member States interested in IRRS missions and support sharing and exchanging experiences and lessons learned from these missions among Member States.

*Operational Safety Review Team (OSART) Missions*

The “OSART Missions” page contains information on OSART missions to the nuclear power plants of the country and respective reports as well as references to general OSART information.

Event Reporting and Feedback

*Operational Experience Feedback (OEF)*

This section gives information on OEF in the country.

The objective of this part is to provide information about the OEF system at a national level to assist Member States in developing, implementing and managing operational experience programmes.

*Generic Safety Issues (GSIs)*

The GSI database collects, assesses, and provides in-depth information regarding GSIs.

The overall task of the database is the evaluation of reports, analyses, studies and expert assessments in countries concerning generic safety issues.
ANNEX 7

Uploading/Updating/Gathering Information on the NNRP
The NNRP site should be available at least in English. It is recommended that the NNRP should be bilingual (in English as well as in the national language) for the NNRP to be used properly for national purposes.

There are 5 items for uploading/updating/gathering information on the NNRP:

- General country information
- Country nuclear regulatory profile (CNRP)
- Regulatory knowledge base
- Review missions
- Event reporting and feedback

The content shall be compiled by using to a maximum extent already existing documents (national reports) and references to external resources (homepages of national information sources and institutions).

The NNRP site should be checked and updated periodically. The frequency of the checks is to be decided on a national level (recommended every two months).

Bearing in mind that the website addresses of external resources may change from time to time, the external links should be checked regularly to ensure that they still work.

Information sources should be identified by the National Contact Point (NCP) to gather information. The main sources of information are national reports for international conventions and documents prepared in the framework of IAEA service activities for the specific country (IRRS advanced reference materials; OSART mission reports, etc.). In addition there are also a large number of other sources including government, authorities, regulatory body, expert organizations, operators, industry, and diverse IAEA databases.

NNRP NCP communication channels
a) Communication channels for users without the necessary permissions

If any user with access rights to GNSSN restricted areas requests access to the NNRP of a specific country the decision will be taken by the NCP of that country.

If a user without access rights to the GNSSN requests access to the country specific NNRP as well as to the GNSSN, the decision has to be taken by both the NCP and IAEA staff (through the GNSSN Administrator).

b) Communication channels for users with all necessary permissions
Figure 4 provides an overview of the communication channels between actors with different roles:

**Figure 4: NNRP National Contact Point Communication Channel**

For questions and comments, the NNRP users and editors (contributors) approach the NCP responsible for the NNRP and GNSSN. In turn, the NCP should contact the GNSSN Administrators and GNSSN Platform Administration Support Group as necessary. The NCP should only contact the GNSSN Administrator regarding the arranging of and reporting of user rights; all other enquiries, including technical errors, the NCP should contact the GNSSN Platform Administration Support Group.