



Global Nuclear Safety and Security Network

National Nuclear Regulatory Portal (NNRP)

Draft

Guideline for GNSSN National Coordinators

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Abstract

This guideline describes the role and responsibilities of the GNSSN National Coordinator (NC), officially nominated by the Member State. The guidelines provide an overview of the role of the National Nuclear Regulatory Portal (NNRP) in the frame of the Global Nuclear Safety and Security Network (GNSSN) and a short description of the structure and content of the National Nuclear Regulatory Portal (NNRP).

The guidelines are directed to the GNSSN National Coordinators. The main duties of NC are the coordination of Member State activities in the frame of the GNSSN and the organisation of the development and maintenance of the National Nuclear Regulatory Portal. The NC is also responsible for the provision of access rights to the NNRP.

Users and Editors of the NNRP are invited to follow the guidelines in the same way as National Coordinators. The necessary communication channels are also described.

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1 Role of NNRP in the frame of GNSSN

The Global Nuclear Safety and Security Network (GNSSN) is one of the elements of the Global Nuclear Safety and Security Framework (GNSSF), related to the sharing of information and knowledge among the global expert community.

Networking has been recognized by IAEA Member States as a very effective instrument for enhancing the sharing of knowledge and experience essential to the implementation of appropriate safety and security measures. GNSSN is an inclusive concept that brings together, links and complements all existing networks and initiatives.

In the GNSSN, all contributing IAEA Members States as well as international organizations should be represented by their specific nuclear energy and regulatory profiles following an agreed format.

The National Nuclear Regulatory Portal (NNRP) is on one hand a part of the GNSSN and on the other hand the Entry Page to the national network that contains relevant information on the national governmental and regulatory framework of the IAEA Member States.

NNRP is there for an **interface between national web-based information resources and IAEA-based networks** with a global, regional or thematic focus. NNRP will be mainly used by national regulatory bodies and their TSOs as well as the IAEA staff member.

NNRPs include information on nuclear facilities and radiation activities and the role of government and regulatory bodies in the peaceful uses of nuclear energy. The information available on these portals helps to understand how nuclear regulatory framework is organized in Member States and how it can contribute to improving nuclear safety and security.

NNRP sites are only accessible to authorized GNSSN users.

2 Information on the NNRP Structure and Content

The NNRP is based on an uniform structure and administered by the respective country itself. At present content and structure developed in pilot phase is adequate and comprehensive enough.

The NNRP contain the Country Nuclear Regulatory Profile (CNRP) as well as further country specific information on items of interest for nuclear regulatory purposes.

As a rule, the main architecture of the CNRP contains the following issues:

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

In addition to the CNRP the following items of country specific information will be provided on the NNRP:

- General Country Information, e.g. national reports to the CNS, JC, etc.
- Legislative and Governmental Structure
- Regulatory Body and involved parties
- Regulatory knowledge base or Regulatory pyramid
- Review and Appraisal services performed for the country (e.g. IRRS, OSART, and so on)
- National event reporting & feedback system (OEF, GSI)
- National and international databases with information related to the country
- Other important Links

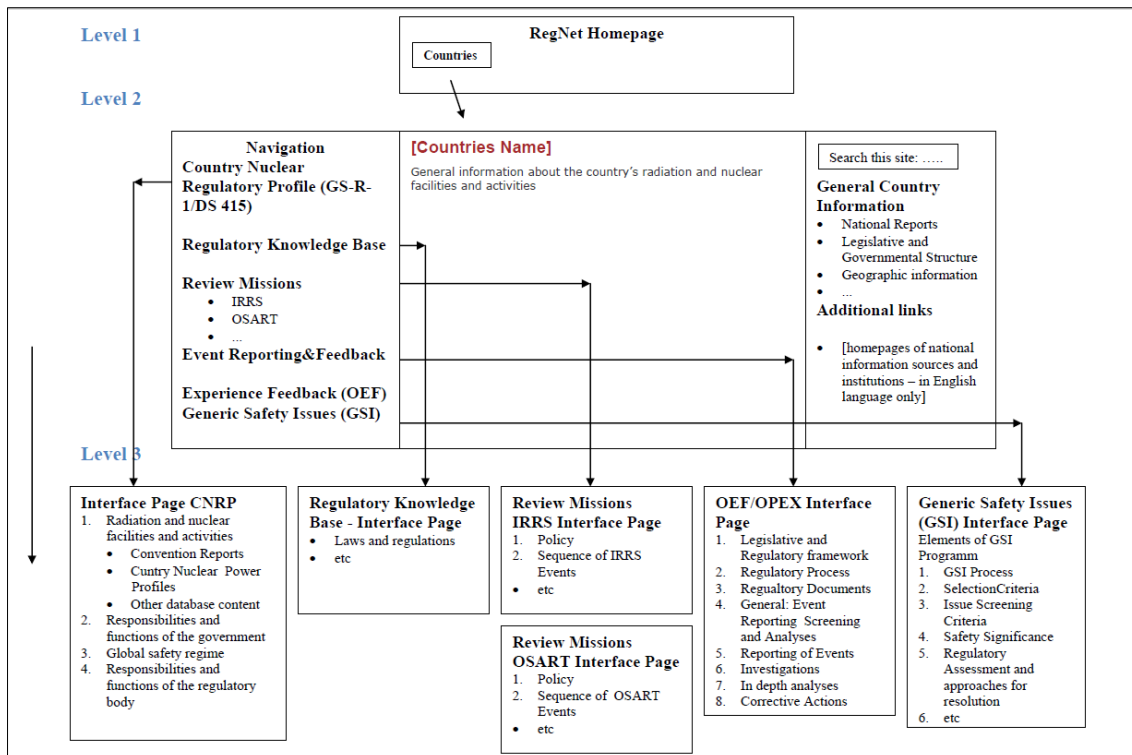


Figure 1: Architecture of the National Nuclear Regulatory Portal (NNRP)

2.1 General Country Information

„General Country Information“ contains references both to the documents and sites which are parts of this NNRP-website and also to external resources:

- National Reports (CNS, JC, ...)
- Legislative and Governmental Structure
- Geographic information
- Organisations and Committees (homepages of national information sources and institutions)
- Information from IAEA (References to diverse data bases of the IAEA)
- Additional links

2.2 Country Nuclear Regulatory Profile (CNRP)

The purpose of the profile 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 already existing documents. This approach fosters the integration of countries respective information that still is contained in many different data sources such as reports and responses to questionnaires.

The information contains in the following five chapters:

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 for chapters 2-4 is built according to GSR Part1 “Governmental, Legal and Regulatory Framework for Safety”.

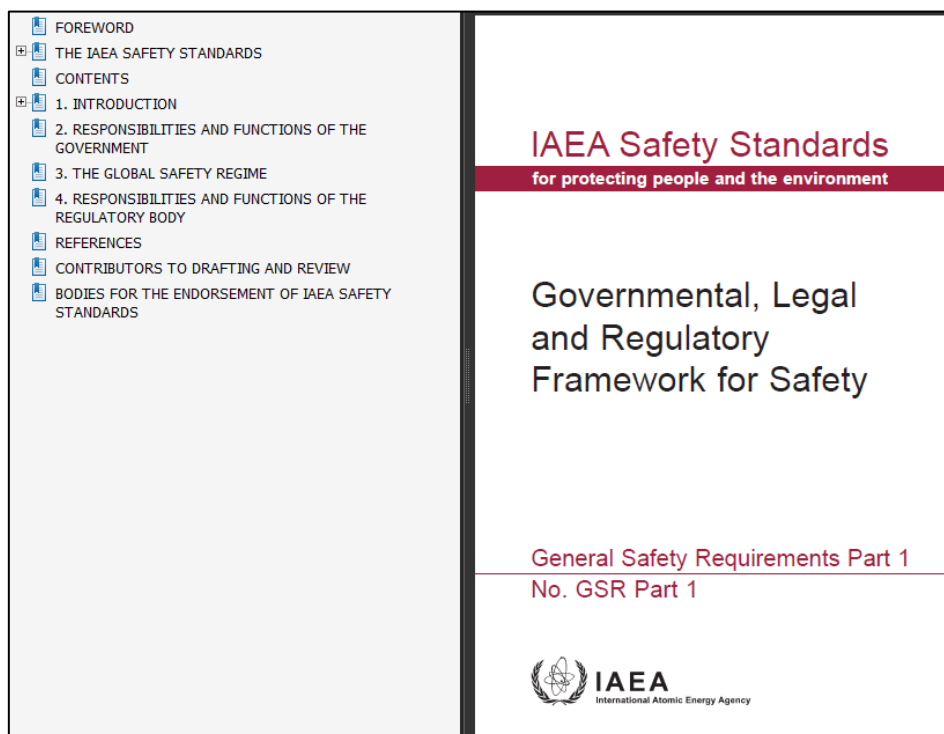


Figure 2: GSR Part1 “Governmental, Legal and Regulatory Framework for Safety”

2.2.1 Chapter 1 of CNRP: Radiation and nuclear facilities and activities

An overview should be given on the facilities and areas that need nuclear security and safety regulations by referring to already existing national websites, reports, profiles, or responses to questionnaires such as:

- national reports on nuclear conventions
- nuclear power country profiles or the IAEA Nuclear Energy Handbook
- IAEA databases such as PRIS
- reports from review missions and appraisals
- responses to questionnaires

The content as addressed by the requirements listed below should be organized by giving links to the appropriate national resources. Information might be given for the different areas as:

- Nuclear
- Radiation
- Waste
- Transport
- Emergency preparedness and response
- Security

2.2.2 Chapter 2 of CNRP: Responsibilities and functions of the government

Requirements 1 to 13 as described in GSR Part1:

- 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

2.2.3 Chapter 3 of CNRP: Global Safety Regime

Requirements 14 to 15 as described in GSR Part1:

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

2.2.4 Chapter 4 of CNRP: Responsibilities and functions of the regulatory body

Requirements 16 to 36 as described in GSR Part1:

- 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 chapter 2-4 is given as follow: The text of the requirement in italic letter. After that links to available documents or short explanation how the requirements are met in Country.

2.3 Regulatory Pyramid

The regulatory pyramid demonstrates the hierarchy of national regulations.

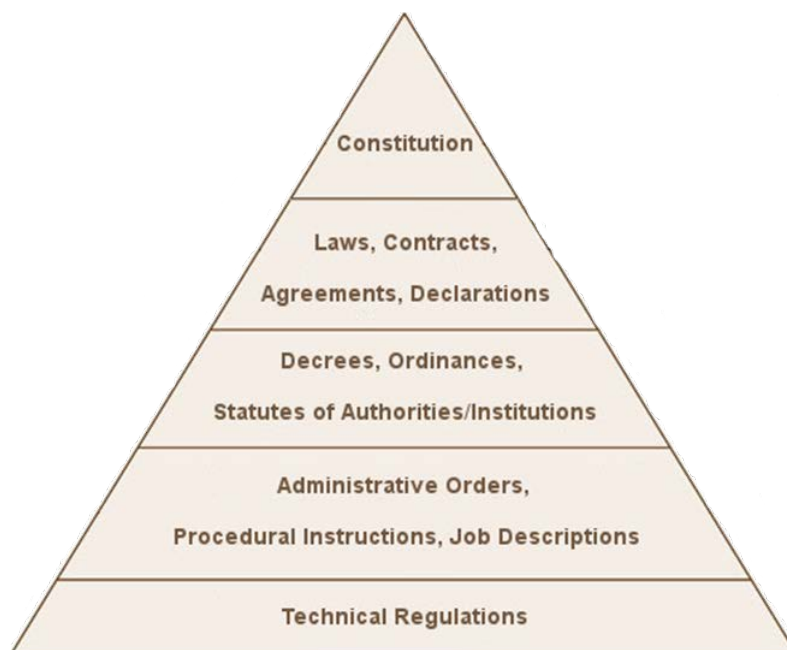


Figure 2: Example of a Regulatory Pyramid

Only in rare cases, the documents for the regulatory pyramid should be loaded in the full text version onto SharePoint sites. It is always a better variant to have a link to the server of the national legislation and to the rules and guides placed at the national authorities.

2.4 Review Missions

2.4.1 IRRS Missions

Page „IRRS Missions“ gives details about already performed or scheduled IRRS missions in the country as well as references to the 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.

2.4.2 OSART Missions

Page „OSART Missions“ contains short information on OSART missions into the NPPs of the country and respective reports as well as references to the general OSART information.

2.5 Event Reporting & Feedback

2.5.1 Operational Experience Feedback (OEF)

This section gives information on the OEF in the country.

The objective of this part is to provide information about operational experience feedback system at a national level to assist member states in developing, implementing and managing operational experience programs.

2.5.2 Generic Safety Issues (GSI)

The GSI database collects, assesses, and provides in-depth information regarding generic safety issues (GSI).

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

3 Role and Responsibilities of the GNSSN National Coordinator

The GNSSN National Coordinator (NC) is an officially nominated person by the Member State. His main duties are the coordination of Member State activities in the frame of the GNSSN and the organisation of the development and maintenance of the National Nuclear Regulatory Portal as interface between GNSSN/RegNet and national web-based information resources. The NC is also responsible for the provision of access rights to the NNRP.

The National Coordinator:

- Is the first contact person for the NNRP site users/visitors
- Is responsible for the upload and update content/documents
- Is responsible for gathering country nuclear information as well as further country specific information on items of interest for nuclear regulatory purposes
- Is responsible for monitoring and quality check

If NC is at the same time also the site administrator of the NNRP, his responsibilities might include additionally the followings typical site administrator responsibilities:

- Serve as a point of contact between NNRP users/editors and the SharePoint Online Administrator (GNSSN administrators/GNSSN IT support group)
- Decide who can access important content stored on NNRP site
- Decide which features to make available to the people who will be using NNRP
- Provide some technical support for the users/editors of the NNRP
- Choose a backup administrator for the NNRP

- Create new sites/pages of the NNRP

If not, the NC must be in close contact with the site administrator of the NNRP, to assure, that the administrator functions are performed in the right way.

4 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 (English as well as in national language) if NNRP will be used properly for own national purposes.

There are 5 items for Uploading/Updating/Gathering of the information on the NNRP:

- General Country Information
- Country Nuclear Regulatory Profile (CNRP)
- Regulatory Knowledge Base
- Review Missions
- Event Reporting & 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 up to national decisions. (Recommended: every two months)

Bearing in mind that the website addresses of the 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 Coordinator to gather information. The main sources of information are national reports for conventions (CNS, JC etc.) and documents prepared in the frame 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 organisations, operators, industry, diverse IAEA data bases and so on.

5 GNSSN National Coordinator communication channels

a) If the permission of the person to use GNSSN or NNRP is not available, the communication channels are as followed:

If any user with access rights to GNSSN restricted areas is requesting an access to the NNRP of a specific country the decision will be taken by the NC of this country.

In case if any user without access rights to GNSSN should get access to the country specific NNPR as well as to the GNSSN the decision has been taken by both the NC and the IAEA staff (through GNSSN administrator).

b) In the following the communication channels are described, if the permission of the user is already given.

Hereinafter communication channels between actors with different roles are highlighted. For all, it should be put out, with what actors the GNSSN National Coordinators (NC) should communicate. The next Fig. provides an overview of the communication channels:

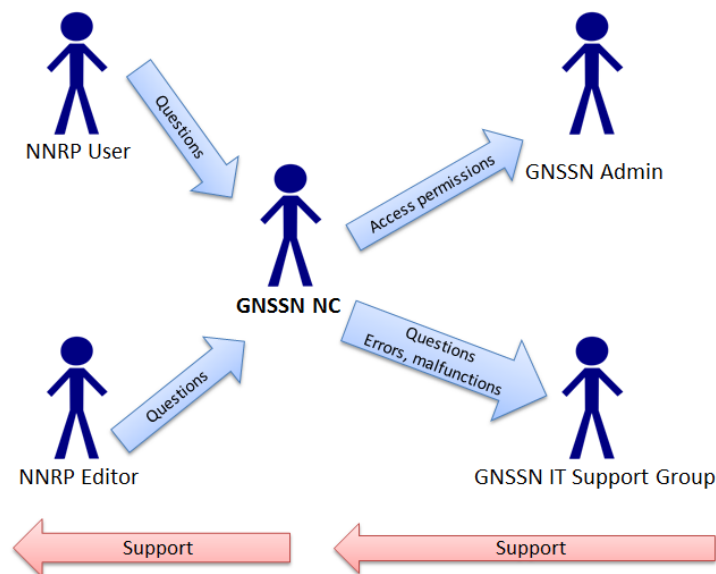


Figure 4: GNSSN National Coordinator communication channels

For questions and comments, the users and editor (contributor) approach predominantly the National Coordinator responsible for the NNRP and GNSSN. As direct contacting persons, the National Coordinator has the GNSSN administrators and GNSSN IT Support Group to his/her disposal. The National Coordinator should only contact the GNSSN Administrator, if it concerns the arranging of and reporting of user rights i. e. all other enquiries, for all, technical errors should be adjusted by the GNSSN IT Support Group.

The image above illustrates at the first sight that the National Coordinators overtake the primary role whereas they are the interface between the users and the administrators. All the more is it essential to stick to clearly defined communication channels.