

**Asian Nuclear Safety Network (ANSN)
Terms of Reference
for Topical Group on Regulatory Infrastructure (RITG)**

May 2018

Background

The Asian Nuclear Safety Network (ANSN) was established by the International Atomic Energy Agency (IAEA) in 2002 to pool, analyse and share nuclear safety-related information, knowledge and experience among IAEA Member States participating in the Network. After an initial pilot stage, ANSN was fully implemented in 2004. The Network's activities are carried out within the framework of the IAEA's Extrabudgetary Programme on the Safety of Nuclear Installations in South East Asia, Pacific and Far East Countries. ANSN was first set up as a basic information sharing mechanism and then became a human and cyber network for facilitating sustainable regional cooperation to capture and disseminate basic and applied nuclear safety knowledge.

A few years after ANSN's establishment, with growing worldwide interest to consider launching nuclear power program as a viable energy source, interest in nuclear power gained momentum in several emerging countries. This led to proposals that the focus of the Network's activities should shift to nuclear safety capacity building, including the main elements of a nuclear power programme.

Accordingly, "Vision for ANSN by the Year 2020" (Vision 2020) was adopted at the second ANSN Nuclear Safety Strategy Dialogue meeting, which was held in Seoul, Republic of Korea, in April 2009, and since then it has served as a fundamental document guiding the Network's activities. Vision 2020 envisaged the establishment of a regional capacity building system consisting of: (a) education and training resources, using existing training centres in ANSN member countries and virtual training centres based on e-libraries, etc.; (b) technical support and advisory services, with the creation of 'virtual', web-based technical and scientific support organizations (TSOs); and (c) peer review and support arrangements. The Vision 2020 focused on the active use of state-of-the-art information technology (IT).

However, the environment in which ANSN was operating changed significantly after the Fukushima Daiichi Nuclear Power Plant accident in March 2011. At the 55th regular session of the IAEA General Conference in September of that year, the IAEA Action Plan on Nuclear Safety was adopted and this called on Member States to undertake specific actions to further strengthen nuclear safety, emergency preparedness and radiation protection. As indicated in the Action Plan, Member States planning to embark on a nuclear power programme were requested to develop nuclear safety infrastructure and to strengthen and maintain capacity building, with the assistance from the IAEA Secretariat upon their request. This underlined the importance of taking the initiative in such efforts by the Member States themselves.

Under these circumstances, ANSN has adopted a new "ANSN Vision" which emphasizes the regional cooperation aspect of the Network's activities as well as the member countries' self-initiative to identify areas for improvement to achieve a high level of nuclear safety. ANSN member countries that are considering or preparing to embark on nuclear power programmes are encouraged to focus on capacity building, with those countries that already utilize nuclear power providing them with useful information, in-depth knowledge and practical experience related to nuclear safety and relevant services. ANSN aims to contribute to the activities by all member countries to enhance the safety of nuclear installations in the region, by providing continuous support for capacity building through the Network's activities.

Introduction

During the first meeting of the Asian Nuclear Safety Network (ANSN) Steering Committee in March 2004, general terms of reference (ToR) for the ANSN topical groups were defined. Within this framework, and to fulfil the objectives of the Topical Group on Governmental and Regulatory Infrastructure (GRITG), specific ToR for the GRITG was established, aiming to ensure suitable working methods and self-assessment.

At the 10th ANSN Steering Committee meeting held in Singapore in October 2009, it was discussed and agreed to establish the ANSN project management team for further strengthening ANSN work. Under this agreement, the ANSN Programme Manager (PM) was assigned to oversee all ANSN activities and to bear other general management responsibilities and the ANSN Project Management Officer (PMO) was assigned to monitor, track and manage the national and regional activities. Based on the new management support functions, the ToR of the GRITG was modified to reflect the new roles of the project management officers and technical officers (TOs)

At the 14th meeting of the ANSN Steering Committee, in October 2011, a Topical Group on Management System of the Regulatory Bodies (MSRBTG) was established. It was decided to prepare ToR for this group. In accordance with the third Fundamental Safety Principle as set forth in the *Fundamental Safety Principles* (IAEA Safety Standards Series No. SF-1, Vienna, 2006), on effective leadership and management for safety, ToR for this new group — renamed the Topical Group on Leadership and Management for Safety of the Regulatory Bodies (LMSTG) — were proposed and approved by ANSN Steering Committee at its 15th meeting in April 2012.

At the 20th meeting of the ANSN Steering Committee in November 2014, it was agreed that the GRITG and the LMSTG would be integrated into a new Topical Group on Regulatory Infrastructure (RITG) to further strengthen the efficiency and effectiveness of ANSN's activities.

Therefore, the ToR of RITG was developed based on the ToRs of both GRITG and LMSTG, while the management support functions of the ANSN project management team were updated to enable monitoring, tracking and management of the national and regional activities of RITG.

Considering the function of Self-Assessment Coordination Group (SACG), the ToR of RITG was updated and agreed in 2018.

Objectives

- To promote cooperation and sharing of good practices and lessons learned among ANSN member countries in regulatory infrastructure, and leadership and management for safety;
- To enhance the regulatory infrastructure and leadership and management for safety in the region, consistent with the IAEA safety standards and associated technical documents;
- To serve as a forum for information exchange and to foster the sharing of knowledge and experience on regulatory infrastructure development;
- To promote a strong safety culture within regulatory bodies and operating organizations through RITG activities; and
- To provide feedback on the experience in implementing RITG activity plans and the needs of additional activity plans with strong justification to the ANSN PMO and the SACG Coordinator.

Structure

■ Coordinator

The Coordinator will:

- Be responsible for the chairmanship of RITG;
- Lead RITG meetings and discussions;
- Provide feedbacks about the experience in implementing RITG support activity plans and the needs of additional support activity plans with strong justification to the Project Management Officer (PMO) and the Self-Assessment Coordination Group (SACG) Coordinator;
- Ensure that support activity plans of RITG are implemented as scheduled;
- Participate in the meetings of SACG, as required, to develop and amend draft ANSN activity plan based on the results of self-assessments by ANSN member countries and feedbacks by RITG members;
- Support the SACG Coordinator to evaluate the efficiency of the working methods and the effectiveness of results, including capacity building achievements in RITG member countries, through implementation of RITG activities;
- facilitate communications with the IAEA Technical Officers; and
- Represent the RITG so that its activities can be coordinated, if necessary, with the activities of other topical groups, for capacity building in regulatory infrastructure, and leadership and management for safety.

When there is more than one coordinator, a chief coordinator is to be selected from among them to carry out the roles and responsibilities of the coordinator described above.

■ National Representatives

The representatives at national level will:

- Have good knowledge of governmental and regulatory infrastructure;
- Be able to provide broad views of their own organizational or national perspectives;
- Have a role and responsibility in developing regulatory infrastructure and implementation of leadership and management for safety in their organizations;
- Have a role in the promotion of safety culture in their organizations;
- Maintain continuous participation in RITG activities to ensure consistent contribution to fulfilling RITG objectives;
- Provide national information on governmental and regulatory issues and resulting-progress to RITG activities; and
- Implement actions as agreed in RITG biennial meetings.

■ IAEA Representatives

◆ Project Management Officer (PMO)

The IAEA PMO will:

- Develop and formulate draft activity plans of RITG in cooperation with the SACG and considering the feedbacks by the RITG Coordinator and the IAEA Technical Officer; and
- Facilitate and monitor the preparation and implementation of RITG activities and take the necessary actions, in cooperation with the IAEA Technical Officer and the Coordinator, as well as relevant ANSN members countries as appropriate, to ensure implementation of the planned activities in a timely manner.

◆ Technical Officer (TO)

The IAEA TO will:

- Provide the Coordinator with technical support to the formulation of feedbacks about the experience in implementing RITG activity plans and the needs of additional activity plans with strong justification;

- Develop the technical documents for preparation of RITG activities (i.e., prospectus, agenda, presentation materials);
- Select experts for the workshops, meetings and other relevant activities of the RITG in coordination with the Coordinator, RITG members, and the PMO as necessary;
- Participate in RITG activities (e.g., workshops, meetings and other relevant activities), and provide information on newly developed IAEA publications related to RITG;
- Create an event record sheet in cooperation with participants of RITG activity and submit it to the PMO and the RITG Coordinator; and
- Participate in the meetings of SACG, as requested, to develop and amend draft ANSN activity plan based on the results of self-assessment by ANSN member countries and feedbacks by RITG members.

Working Mechanism

■ Biennial meeting

A group meeting will take place once every two years. The meeting will be organized in conjunction with a RITG activity (i.e., a regional workshop).

■ Meeting output

At each group biennial meeting, the following points will be discussed and formulated:

- A summary of the meeting for publication on the ANSN website;
- An event record sheet, based on the prescribed format and the guidelines, on RITG activities that will be submitted by the RITG Technical Officer to the PMO for compiling into an ANSN Progress Report;
- Actions (if any) and their deadlines; and
- Feedbacks about the experience in implementing RITG activity plans and the needs (if any) of additional activity plans with strong justifications, which will be provided to the PMO and the SACG Coordinator.

If needed, a task force (TF) dealing with specific issues may be set up as a result of the group biennial meeting. The TF will have a leader who will report to the PMO and the Coordinator of RITG on the progress of its activities. Between the meetings, there will be communication and follow-up by email and other applicable information technology tools.

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