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International Atomic Energy Agency

Agence internationale de l'énergie atomique

Международное агентство по атомной энергии

Organismo Internacional de Energía Atómica

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Dear Mr. Linehan,

As you are aware, the International Atomic Energy Agency (IAEA), in cooperation with the European Atomic Forum (FORATOM), the European Commission (EC), the Japan Atomic Energy Agency (JAEA), the Nuclear Energy Institute (NEI), the OECD Nuclear Energy Agency (OECD/NEA), the World Nuclear Association (WNA) and the World Nuclear University (WNU), is organizing the *International Conference on Knowledge Management in Nuclear Facilities* from 18 to 21 June 2007 at the IAEA's Headquarters in Vienna, Austria.

The conference addresses decision makers and professionals in the nuclear industry, including in particular all nuclear facilities in all phases of their life cycle, and from regulatory organizations, governments, academia, vendors and other bodies concerned with the topic.

The objectives of the conference are to:

- take stock of the recent developments in nuclear knowledge management;
- demonstrate and discuss the benefits of nuclear knowledge management in promoting excellence in operation and safety of nuclear facilities;
- promote the use of nuclear knowledge management in the nuclear industry;
- provide insights and recommendations to the nuclear community.

I am enclosing a copy of the conference announcement.

It is very much appreciated that you have agreed to present a keynote during Session 1: Knowledge Management for Safety and Regulation, scheduled for 19 June 2007. The time allocated for your keynote is 25 minutes, with an additional five minutes for questions from the floor.

We understand that all expenses incurred in connection with your participation in the conference will be at no cost to the IAEA.

The Secretariat is planning to arrange for all oral presentations (including keynotes, papers, and panels) to be transmitted in real time video stream online via the IAEA's conference website to allow for interested parties to benefit from the presentations via the World Wide Web. In addition, each presentation will be made available on that website after the conference as a video file to be downloaded. We will assume that you are in agreement with this course of action unless we receive from you a clear expression to the contrary at the earliest.

Please note that compensation is not payable by the IAEA for any damage to or loss of your personal property. However, for the period of your engagement with the IAEA including travel between your residence and the duty station, you will be covered under the IAEA's insurance policy for permanent total disablement or death resulting from service incurred accidents or illness up to a maximum of €100 000, for permanent partial disablement resulting from service incurred accidents or illness up to a maximum of €100 000 and for medical expenses to a maximum of €20 000 plus €10 000 for supplementary travel and accommodation expenses in case of illness or injury resulting from service incurred accidents or illness, in accordance with the terms of the IAEA's relevant insurance policy.

I would be grateful to receive a reply at your earliest convenience. Further details regarding your functions and other conference related issues will be communicated directly to you by the Scientific Secretary of the conference, Mr. Peter J. Gowin, peter.gowin@iaea.org, Phone +43 1 2600-22848.

Yours sincerely,


Y. Yanev
Head, Nuclear Knowledge Management Unit

Enclosure

cc: Permanent Mission