



**IAEA**

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الوكالة الدولية للطاقة الذرية

国际原子能机构

International Atomic Energy Agency

Agence internationale de l'énergie atomique

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The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the IAEA's Member States and has the honour to draw their attention to the **International Nuclear Information System Training Seminar** (hereinafter referred to as "event") to be held virtually via Microsoft Teams from **11 to 13 November 2025**.

The purpose of the event is to train International Nuclear Information System (INIS) Liaison Officers and those working in INIS Liaison Offices in various aspects of their work. The training will cover submission of records, sources of input, use of the interface, and general principles of information management. The training will also serve as a platform for a discussion on ways to encourage participation and promote INIS to national researchers and scientists.

The attached Information Sheet provides further details of the event.

The event will be held in English.

Member States are invited to designate one or more participants for this event. Member States are strongly encouraged to identify women participants.

Designations should be submitted to the IAEA via the InTouch+ platform (<https://intouchplus.iaea.org>) through the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) not later than **30 September 2025**, as indicated in the enclosed Information Sheet.

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

Should Governments wish, in addition, to appoint one or more observers to assist and advise the designated participants, they are kindly requested to inform the IAEA of the names and contact details of any such observers by the above date.

The IAEA takes no responsibility for, and the provider of the virtual meeting services has represented and warranted that the Services shall not contain, and that no end user shall receive from the software used to hold the virtual meeting, any virus, worm, trap door, back door, timer, clock, counter or other limiting routine, instruction or design, or other malicious, illicit or similar unrequested code, including surveillance software or routines which may, or is designed to, permit access by any person, or on its own, to erase, or otherwise harm or modify any data or any system, server, facility or other infrastructure of any end user (collectively, a "Disabling Code").

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to renew to the IAEA's Member States the assurances of its highest consideration.



2025-06-17

Enclosure: Information Sheet