



DRAFT PROPOSAL

**TERMS AND CONDITIONS FOR THE OPERATION OF
THE ASIA AND THE PACIFIC REGIONAL ALARA
NETWORK (ARAN)**

10 November 2021

Approved by the Management Board of ARAN

Preamble

The Agency and the following countries,

AGREE to reactivate and participate in the operation of – the Asia and the Pacific Regional ALARA Network (hereafter referred to as “ARAN”) under the Terms and Conditions set out below:

ARTICLE 1

Objectives of ARAN

In accordance with these Terms and Conditions, the members of the network shall co-operate together and with the IAEA in the operation of ARAN.

The main objectives of ARAN are:

- To share and exchange information, experience and expertise for promoting the implementation of the as low as reasonably achievable (ALARA) principle (optimization of protection and safety) for the management of occupational exposure in all situations, in the participating countries.
- To enhance and develop skill and competence in occupational radiation protection for the different stakeholders concerned, in particular through the proposals for appropriate training programmes.
- To contribute to the harmonisation of radiation protection policies and practices, particularly concerning ALARA, both at regulatory and operational levels across the region.
- To identify and investigate topical issues of common interest within the countries to further improve the implementation of ALARA.

The activities of the network will cover:

- All types of occupational practices dealing with ionizing radiation within the different sectors: nuclear, industrial, medical, research, and work with

naturally occurring radioactive material (NORM).

The working language of ARAN is English.

ARTICLE 2

Main activities

Once a year, the ARAN aims to co-organize a Workshop with the IAEA under the regional projects of occupational radiation protection. The Management Board select its subject (see article 4) among those where significant improvements in terms of ALARA implementation may be found. At the end of each Workshop, recommendations addressed to relevant stakeholders are issued.

The ARAN aims to produce regular issues of the ARAN ALARA Newsletter at least once a year. It includes lessons learned from incidents, workshop recommendations, and examples of “good” and “bad” practices, experts’ viewpoints and other ALARA related information.

An ARAN website will be developed and maintained with the support of the IAEA, to enable a broad public access to the ARAN information and publications such as the Newsletters, material and recommendations from the Workshops. The website may include a forum for discussion between members from the participating countries.

ARAN can establish and co-ordinate sub-networks, working groups or panel groups (task group) to improve feedback, and encourage the involvement of end users in their radiological risk management through panel groups and other initiatives such as regional surveys and lessons learned from incidents.

ARAN according to available resources, can assist and co-operate with other occupational radiation protection networks.

The Management Board, with regards to the needs, trends and developments and availability of resources, may suggest new

activities or a cessation of activities within ARAN.

ARTICLE 3

ARAN Membership

Members should belong to the Asian and Pacific Member States of the IAEA. The members may be any type of stakeholder concerned with occupational radiation protection.

The participation in network is restricted to one nominated representative per country. The existing Member may nominate a temporary representative and observer(s) to attend the Management Board meeting in their place with prior notification to the Secretariat.

The procedure for the nomination of the national ARAN representative is decided within each country.

ARTICLE 4

ARAN Management Board

A Management Board comprising all members as well as an IAEA representative shall manage ARAN.

The Management Board meetings are organized once a year either at the occasion of other events such as regional workshops or training courses or coordination meetings or making use of a teleconference.

The Management Board will

- Initially adopt the Terms and Conditions and later on any evolution of the Terms and Conditions
- Select every three years the members of the Steering Committee and decide their roles.
- Define the annual objectives and work program coherent with the general objectives of the ARAN.
- Set up and approve the work plan and means for achieving these objectives and

- Perform a follow up of their implementation, discuss and approve the activity annual report and annual financial report.

In preparing the work plan of the network activities; it shall in particular:

- Select the topics for the network Workshops.
- Decide the general contents of the Newsletters and network website.
- Discuss topical issues, training issues or other events relevant to regional occupational radiation protection practices.

The Management Board shall operate and reach its decisions to the greatest possible extent on a mutually-agreed basis.

ARTICLE 5

ARAN Steering Committee

ARAN shall be coordinated by an Executive Committee, called Steering Committee, comprising the network chairpersons, the two vice chairpersons, the former chairperson, as well as an IAEA representative.

The last and the next regional events host countries representatives should be invited to the meeting of the Steering Committee.

The members of the Steering Committee are appointed for a three years-period by the Management Board among its members.

Any Member of the Steering Committee may withdraw from the Steering Committee at any time by giving in advance written notice to the Chairperson.

The Steering Committee meetings are organized once a year either at the occasion of other events such as regional workshops or training courses or coordination meetings or making use of a teleconference. This will be done with the support of IAEA.

ARTICLE 6

ARAN Chairperson activities

The Chairperson will:

- Act as the main contact point between the ARAN and the IAEA and be responsible for implementation of the project work plan.
- Organize and chair the Steering Committee and Management Board meetings, with help of the Secretariat, as required.
- Prepare project reports for the Management Board, listing the progress and achievements, and containing recommendations for the future.

According to the objectives set up by the Management Board, and according to the agreement from the Steering Committee the Chairperson represents the network in the relationships with other stakeholders.

ARTICLE 7

ARAN vice chairperson activities

Due to large coverage of the network in the region, two vice chairs act on behalf of the Chairperson when necessary.

The vice chairs:

- are responsible for encouraging the participation of stakeholders to ARAN activities.
- are responsible for the promotion of ARAN recommendations among stakeholders.

ARTICLE 8

ARAN Secretariat

The ARAN Secretariat is appointed by the Management Board among its members and the ARAN Secretary is nominated by the appointed Secretariat.

The Secretariat will:

- Coordinate the day-to-day activities of the network
- Be responsible for the creation and maintenance of the ARAN Website
- Be responsible for the issue of the ARAN Newsletters.
- Support the chairperson as liaison between the Network, IAEA and other stakeholders
- Prepare the financial report

ARTICLE 9

ARAN activities funding

A large part of the above-mentioned activities corresponds to kind contribution of the members. However, funding can be obtained through workshops / training/ conferences (registration fees, etc.)

Some other funds can be provided by voluntary donations from member states or specific organisations.

ARTICLE 10

Withdrawal of Management Board members

Any Member of the Management Board may withdraw from the Management Board at any time by giving in advance written notice to the Chairperson.

ARTICLE 11

Final provisions

These Terms and Conditions shall enter into force after approval and may be revised and amended at any time by the national representatives in the Management Board.