

Minutes of the meeting to set up the
European Radioprotection Authorities network (ERPAN)

Date: 19th December 2005
Venue: DGSNR, Paris

Participants:

Alvarez Carmen, Nuclear Safety Council, Spain
Barbalat Claude, DGSNR, France
Ekström Briggitta, Swedish Radiation Authority, Sweden
Fennell Stephen, Radiological Protection Institute of Ireland, Ireland
Gareth Thomas, Health and Safety Executive, UK
Hahn Brigitte, Umweltministerium Baden-Württemberg, Stuttgart, Germany
Jouve André, DGSNR, France
Klaus Coy, Bayerisches Landesamt für Umwelt, Bavarian Environment Agency, Germany
Kropacek Jan, State Office for Nuclear Safety, Czech Republic
Saxebol Gunnar, Norwegian Radiation Protection Authority, Norway
Stritt Nicolas, Swiss Federal Office of Public Health, Division Radioprotection, Switzerland
Vasiliki Kamenopoulou, Greek Atomic Energy Commission, Greece

1) Introduction

Christian Lefauve, Chairman of the European ALARA Network (EAN) Network and Michel Bourignon, deputy director of the DGSNR, welcomed the group and wished them a fruitful discussion. Christian Lefauve reminded the group that they had to find a way to be financially self-sufficient and that the EAN encouraged the setting up of a network of regulatory bodies in the non nuclear field. He reminded the meeting that a network dedicated to the nuclear industry already exists and is called WENRA (Western European Nuclear Regulators' Association). WENRA is a non-governmental organisation comprised of the Heads and senior staff members of Nuclear Regulatory Authorities of European countries with nuclear power plants. Stephen Fennell also welcomed the participants and reminded the meeting of the seventh recommendation of the 8th EAN Workshop held in Uppsala, Sweden in 2004:

RECOMMENDATION 7 : Communication between Regulatory Authorities. National Authorities should promote communication between different National Regulatory Authorities. This should include the exchange of information on the licensing and inspection methods employed in different countries. Joint inspections, i.e. involving two or more Regulatory Bodies from different countries, should also be encouraged as a means of sharing information and experience. The creation of a network of contacts through which such information can be exchanged, is also recommended.

2) Representation of Regulatory Bodies

The introductory round allowed members to introduce themselves, their position and work activities within their regulatory body and their expectations of such a network. In general, while processes and methods differ from country to country, inspections and controls seem to be conducted in a similar way. Many differences among the processes and methods for the licences were noticed but all participants (regulatory bodies) appeared to be dealing in a similar way with inspections and controls. In order to set the scene, it was agreed that each participant would briefly outline their **responsibilities and duties** within their own regulatory body in a short document (5 lines) and forward them **to the secretary by Email before the 1st March 2006**.

3) Objective and aim of the sub-network

The meeting discussed and developed a draft terms of reference which set out the scope and purpose of the network. A copy of the draft "Terms of Reference of the European Radioprotection Authorities network (ERPAN)" is included in Annex 1. Any comments on this first draft are welcome and should be addressed to the secretary. The final version of the term and reference will be approved in the first meeting in June 2006.

4) Election of Chairperson, Deputy Chairperson and Secretary

The following persons were nominated and elected for the first term two year term of the ERPAN:

- Chairperson: Stephen Fennell
- Deputy Chairperson: Gareth Thomas
- Secretary: Nicolas Stritt

5) ALARA Newsletter and the network

An article about the creation of the new network and advertising forthcoming meetings will be published in one of the next ALARA newsletters.

6) Discussion topics for the first meeting of the ERPAN

- Organisation of joint inspections among the participants
- Methodology of inspection, record-keeping, procedure, etc.: each member will be asked to give a short presentation on how these issues are dealt with in their country (5 min maximum). Please send a **PowerPoint presentation** to the secretary by Email by **31st May 2006 (at the latest)**.
- Impact of the introduction of the High Activity Sealed Sources (HASS) Directive - changes and modifications in terms of inspection and practices of the regulatory body.

7) Date/Venue of inaugural meeting of the ERPAN:

The inaugural meeting of the ERPAN will be held at the DGSNR headquarters, 6 Place Colonel Bourgouin, Paris, on 21st of June 2006, from 9h30 until 15h00.

For the Minutes: N. Stritt, secretary

Term and Reference of the European Radioprotection Authorities network (ERPAN)

Purpose of the network

Promote communication between national regulatory authorities including exchange of information, requirement and experiences on the process of authorisation and inspection methods employed in European countries to help improve the operational efficiency of radiation control while recognising the different systems of the various countries.

Collaboration with the European ALARA network (EAN)

On an annual basis the network will update and inform the European ALARA network through its newsletter and web site.

Scope of the network

The network will cover the regulation on non nuclear users of ionising radiation such as research, education, medical and industrial application as well as NORM.

The following topics may for instance be addressed:

- Inspection and investigation practices, joint inspections
- Training requirements for inspectors
- Process of authorisation (notification, registration, licensing)
- Reporting system from users to regulators
- Regulatory communication with users
- Intervention issues
- Communication on radiological events

Membership of the network and nomination

All European radioprotection regulatory authorities should be encouraged to participate in the network. Representatives should be nominated by the appropriate regulatory authority within their country. Regulatory authorities should ensure some continuity in their representation.

Duration of the membership

Participation by the regulatory authority is entirely voluntary

Roles and responsibilities of the representatives

To express the views of the regulatory authority they represent, to contribute to debate, to prepare for meeting, to undertake specific tasks as required and disseminate information within their own country.

Process for nomination of a chairperson, a deputy and a secretary

The chairperson, its deputy and secretary are elected every two years and during the meetings

Financial consideration

Each participant will cover its stay and transport expenses

Venue and frequency of the meetings

The network will meet approximately once a year at a convenient location, usually in Paris at DGSNR headquarter.