



Subject: ERIS Workshop Overview

Dear Colleague,

The Enhanced Recruitment for International Safeguards Workshop will take place at Brookhaven National Laboratory on October 22 and 23, 2008. The workshop will use a format developed by ISPO and used successfully for the US Support Program's technology roadmapping sessions.

The workshop will start with a series of presentations followed by three breakout sessions. The presentations will orient the participants to the issues. They will provide an overview of the workshop objectives, a brief summary of the mission of IAEA Safeguards and the staffing issues experienced by the IAEA, a summary of the IAEA's internal recruiting activities, and a description of the United States' efforts to recruit US citizens for IAEA positions. Not all of the participants will be familiar with the IAEA so it will be important to provide information that introduces the organization, even though this information may be unnecessary for others – it is meant to bring everyone up to the same level.

The breakout sessions will divide the participants into three or four groups, depending on the number of attendees (we expect 40-50 attendees). Brainstorming sessions work well with 10-15 participants. Each group will consider three recruitment scenarios that will be developed to model current practices and conditions. The three scenarios will address recruiting for technical support staff, inspectors, and management. Each presents different recruiting issues and requirements. The breakout sessions will be facilitated to keep the discussions on track and to help the brainstorming process. Each session will provide time for brainstorming and for critical review and prioritization of the ideas that are generated. There will be note takers assigned to capture the information generated.

Following the three breakout sessions, there will be a short time available for a subset of the attendees to work on a rough draft documenting the meeting. It is not practical to expect that documentation will be completed during this time, but the information produced will be used by each group to report on the results of their sessions. The results will be reported during a session at the end of the workshop and the participants will be given an opportunity to provide feedback on the overall results. October 24 will be set aside for the meeting organizers and note-takers to draft a report on the workshop.

Sincerely,

*Susan Pepper*