

## SITEX\_NETWORK

### Terms of references

#### FOREWORD

The SITEX project (2012-2013) and its follow-up project SITEX-II (2015-2017) have paved the way to the creation of the Association SITEX\_Network. This document presents the objectives, the founding documents, the management, current composition and organization, as well as the foreseen activities of the SITEX\_Network.

#### SITEX\_NETWORK CONTEXT, VISION AND OBJECTIVES

About 15 European countries, namely those having experienced nuclear energy, have initiated or plan to launch a national deep geological repository programme. The R&D efforts of Waste Management Organizations (WMOs) responsible for the implementation of these repositories are coordinated at EU level by the voluntary initiative on 'Implementing Geological Disposal of Radioactive Waste Technology Platform' (IGD TP). Repository developers run extensive multilateral national and international projects aiming at bringing evidence that their facilities will be built and operated with respect to internationally promulgated safety requirements and national regulations. This evidence, documented in the so-called "safety case", must be independently reviewed by national regulatory authorities (NRAs) who may engage also their technical support (so-called technical safety/support organisation (TSOs) or research entities (REs)) – organisations having capacities and capabilities to independently and responsibly review the documentation submitted by repository implementers/operators or contribute to such reviews. The regulatory activities are even broader: they also consist of specifying requirements, formulating procedures, and may include expressing informal (i.e. not required as a part of the licensing process) views and statements regarding implementer/operator's plans and activities.

The purpose of SITEX\_Network is to enhance and foster cooperation at the international level in order to achieve a high quality Expertise Function in the field of safety of radioactive waste management (RWM), independent from organizations responsible for the implementation of waste management programs and waste producers, aiming at supporting the Regulatory Authorities, as well as the Civil Society (CS).

To achieve this purpose, SITEX\_Network objective is to create a partnership of the Expertise Function. As defined within the above-mentioned SITEX projects, the Expertise Function entails activities carried out in the context of the regulatory review to provide the technical and scientific bases for:

- Decisions by NRAs,
- Interacting with Civil Society in the decision-making process with a view to improving the value of the review.

SITEX\_Network objective shall be achieved through close cooperation of Members (see Section 2 of the Statutes) with a plurality of views and competencies, involved or willing to be involved in different waste management programs in different states of their development: NRAs, TSOs, REs supporting the Expertise Function and CS stakeholders (CSSs). Though CSSs do not have any formal regulatory or Expertise Functions, their views and concerns shall nevertheless be considered while developing a disposal facility, with respect to the Aarhus convention. The Societal Function (carried out by non-institutional experts, CS groups and the public) also exerts vigilance and gives additional inputs (CS expertise and expectations) that constitute a complementary contribution to safety case reviews.

## ANTICIPATED BENEFITS FOR PARTICIPANTS

The added value to other existing TSOs and regulator's networks is seen in bringing together different categories of contributors to end-users of the expertise, such as TSOs, REs, NRAs and CSSs. This will ensure a plurality of views in all the foreseen SITEX\_Network activities described below and on RWM safety as this plurality is considered as a way forward to build a strengthened and comprehensive Expertise Function.

As described in the section "SITEX\_Network Management" below, being a Member allows not only participating in all the Network activities, but to be part of the decision process of the SITEX\_Network concerning the organization of these activities. In addition to the benefits gained from participating in the SITEX\_Network activities (increase national skills and competencies, seeking mutual understanding of key concept of regulatory review and fostering harmonization or common position where needed in order to enhance confidence in the national decision making process), a specific point is made here regarding the perspective of EC projects. SITEX\_Network intends to maintain and further develop the position of the Expertise Function within the international R&D scene, as initiated by the former SITEX projects, notably in the preparation and the possible implementation of the future European Joint Programming (EJP) on radioactive waste management and disposal. Specifically concerning the R&D that will be performed within the EJP if approved by the EC (or within another framework if not approved), being a SITEX\_Network Member may allow:

- influencing the joint research and related horizontal activities implemented at EU level on RWM;
- exchanging with other SITEX\_Network Members to develop high quality and balanced proposals having more chance to be selected for funding through the EJP;
- having access to information on ongoing EJP projects while not being directly part of them; improving skills and knowledge of young professionals in the field of RWMD via mutual exchange and EJP training and mobility activities.

At last, being a SITEX\_Network Member may help to fulfil the national obligation of the COUNCIL DIRECTIVE 2011/70/EURATOM<sup>1</sup>.

## FOUNDING DOCUMENTS

SITEX\_Network was established as a French non-profit association<sup>2</sup> on the 09/01/2018. The Founding documents are the following:

- Minutes of the constitutive GA
- Statutes

## SITEX\_NETWORK MANAGEMENT

The management bodies of SITEX\_Network (see the figure below) are:

- the General Assembly (GA) organized in 3 colleges (see Statutes, Section 4);
- the Management Board (MB) elected by the colleges and its Bureau (see Statutes, Section 3).

Both are composed of Members of SITEX\_Network (see Statutes, Section 2). Those Members are either Founding Members (who participated in the constitutive GA meeting), Ordinary Members (who are committed to the SITEX\_Network Statement of Support) or Honorary Members. The MB Members consist of at least 30% of Founding Members. Each Member belongs to one of the 3 following SITEX\_Network colleges:

- College 1: Technical Expertise Function (comprises Technical Safety Organisations (TSOs) or other entities assuming this function for the Regulators, such as Research Entities (REs));
- College 2: Regulatory Function (comprises Nuclear Regulatory Authorities (NRA));
- College 3: Civil Society Function (comprises CSSs who may either be individuals or groups, such as non-institutional experts, Non-governmental organizations (NGOs)...).

Candidatures to SITEX\_Network have to be duly motivated and the choice of the college justified based on the candidate national or international role.

As part of the GA (convened at least once a year), Members (Founding and Ordinary) elect every 3 years their college representatives in the MB, approve the network's budget and accounts, assess the work performed by the network, adopt the Roadmap and the annual plan of activities on the basis of the MB propositions and bring forward proposals for activities. Ordinary Members also have the role to promote SITEX\_Network and disseminate the information inside their organisation, in their national context and in agreement with the MB, at international level (conferences, workshops ...).

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<sup>1</sup> COUNCIL DIRECTIVE 2011/70/EURATOM Article 8 on Expertise and skills:

Member States shall ensure that the national framework require all parties to make arrangements for education and training for their staff, as well as research and development activities to cover the needs of the national programme for spent fuel and radioactive waste management in order to obtain, maintain and to further develop necessary expertise and skills.

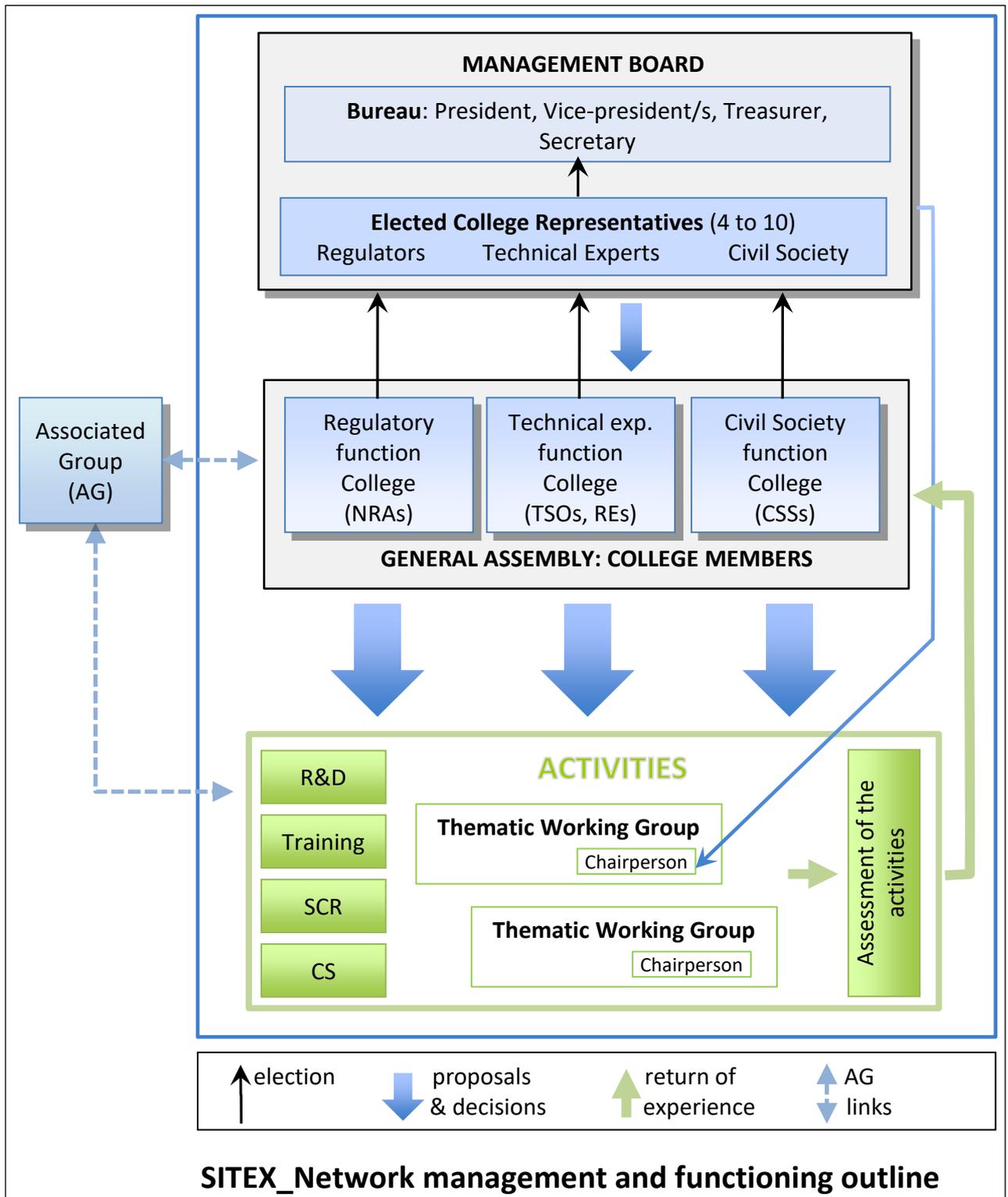
<sup>2</sup> Loi de 1901



The MB (who meets at least twice a year) consists of 4 to 10 elected representatives (among which 1 French) for a 3 year mandate. Each college has at least 1 representative in the MB. The number of representatives from each college was fixed by the constitutive GA to 5: 1 and 1 from the colleges 1 (Technical Expertise Function), 2 (Regulatory function) and 3 (Civil society function), respectively. The MB evaluates applications for new memberships, elaborates a long-term-perspective Roadmap and annual program of activities proposals, nominates activity leaders, establishes the budget and manages the assets. Within them, they elect the Bureau (Executive Board), composed of at least a President and one Vice-president (eventually, other Vice-presidents and a Treasurer) and they nominate a Secretary General (Member or not, eventually subcontracted). The Bureau is responsible for SITEX\_Network day to day activities, GA organization, and communication with external entities.

Members' representation or delegation of powers (for the GA, for the MB in formal occasions or legal actions) is possible within the limits fixed by the Statutes.

In addition, SITEX\_Network could have an Associated Group consisting of institutions or individuals interested in the SITEX\_Network purpose but willing to participate in and bring an added value only to very specific activities of the Network. The adhesion to this Associated Group will be limited to the time of these activities. Members of the Associated Group are committed to the SITEX\_Network Statement of Support, may be Observers at SITEX\_Network GA or at other general meetings and can take part in selected activities when agreed on by the MB (e.g. SITEX\_Network training, workshops, Working Groups...).



## CURRENT COMPOSITION AND ORGANIZATION OF SITEX\_NETWORK

The Network was founded on 9 January 2018, and is currently composed, by the following organizations.

- College 1: Technical Expertise Function  
 Bel V (Belgium), EIMV (Slovenia), GI-BAS (Bulgaria), IRSN (France), PSI (Switzerland), SURO (Czech Republic), TS Enercon (Hungary) and VTT (Finland)
- College 2 : Regulatory Function  
 FANC (Belgium)
- College 3: Civil Society Function  
 ENERGIACLUB (Hungary), MKG (Sweden), Mutadis (France), NTW (International Organization) and SYMLOG (France)

The first Management Board and its Bureau (elected on 09/01/2018) are composed of the following organisations:

- Management Board : Bel V, EIMV, FANC, IRSN, MKG, PSI and SURO
- Bureau :
  - President : Delphine Pellegrini (IRSN)
  - Vice-Presidents : Valéry Detilleux (Bel V), Johan Swahn (MKG)
  - Treasurer : Nadja Železnik (EIMV)
  - Secretary General : Wilfried Pfingsten (PSI)

## JOINING THE NETWORK

Any institution or individual party having interest in independent regulatory assessment of RWM activities and willing to actively contribute to the SITEX\_Network goals can candidate to become a Member of the Association. A membership application form and Statement of Support to SITEX\_Network can be delivered upon request to the Bureau. In case the Management Board admits the candidate, the new incomer shall be subject to the SITEX\_Network statutes, sign the Statement of Support to the network and comply with it.

In case membership is not appropriate, upon request and if approved by the SITEX\_Network Management Board, non-Members organizations could join the SITEX\_Network Associated Group to participate in and bring an added value to specific activities of the Network. The adhesion to this Associated Group will be limited to the time of these activities.

## SITEX\_NETWORK ACTIVITIES

SITEX\_Network will carry out various activities in order to support, facilitate and strengthen the Expertise Function of its Members in the RWM field; however, in its starting period it will first focus on safety of Geological Disposal.

Acting in accordance with the SITEX\_Network Statutes, SITEX\_Network defines a strategy for reaching its goals, as well as a programme of activities, resources and infrastructures that the achievement of this strategy requires. SITEX\_Network records its strategy in a Roadmap, which it develops, maintains, makes publicly available and promotes, in interaction with the scientific and technical community, as well as with the Civil Society in Europe and beyond.

In compliance with its own rules and with third-parties rights, as defined in the SITEX\_Network Statutes, SITEX\_Network makes the main results of its activities available to the public.

The paramount activities of the SITEX\_Network, which will have to be identified and prioritized by the Management Board and the General Assembly in a Roadmap (see below) may entail:

- R&D related activities, programmed via a SITEX\_Network Strategic Research Agenda and Deployment Plan: development, or contribution to, high quality R&D project proposals, coordination or facilitation of participation in international projects (e.g. European Joint Programming, EJP), or of joint research within the network, guidance and advice to organizations fulfilling an Expertise Function in initiating R&D activities related to waste management safety;
- Activities related to Safety Case Review (SCR) methodology and practices: exchanging on guidance and requirements, when appropriate formulating position papers or harmonizing approaches and practices (e.g., development of safety case reviewing procedures, development of safety case reviewing tools);
- Training activities: development of professional capabilities, preparation and delivery of training programmes at European level for generalist experts and about specific technical domains, that may include training courses, seminars, visits to disposal facilities sites and underground research facilities, safety case review exercises;
- Work on how to promote efficient interaction with Civil Society: establishing principles and ways for the dialogue and transparent information between the Expertise Function and the CS, strengthening knowledge and skills, adapting culture and practices of the Expertise Function and the CS to accommodate the active contributions of CSs, acting in complement to WMOs where public expects may have an independent view on its scientific and safety concerns and expectations;

Further, SITEX\_Network carries out dissemination and planning activities, such as:

- Knowledge exchange: providing a forum for information exchange and sharing data among Members; supporting Less Advanced RWM Programmes (LAPs);
- Interaction with international entities: organize interactions with international entities involved in regulatory activities (e.g. WENRA, ETSO, ENSREG, ENEN, IAEA, OECD/NEA) or in implementing activities (e.g. IGD-TP): possible interactions could be dissemination, consulting for harmonization of the existing regulations and guidance, regular informing of the progress and outcomes of SITEX\_Network activities, establishing cooperation with specific projects (e.g. IAEA GEOSAF), etc.;
- presenting its activities and results of joint effort at different international events, such as established conferences and seminars.

In order to carry out activities, Thematic Working Groups (WG) may be established to elaborate particular technical or “coordinated and support” activities. A WG will be composed of a Leader responsible for coordination of the work and by eligible participants (see below). The creation of a WG and nomination of its Leader will be proposed by the Management Board and endorsed by the

General Assembly. Each WG will produce an annual report of its activities to be presented to the General Assembly.

An assessment of the performed activities (feedback for improving and learning from implementation of the SITEX\_Network programme) will have to be conducted as well as planning of future joint activities.

## FINANCING SITEX\_NETWORK ACTIVITIES

As indicated in the Statutes:

- Assets consist of the annual membership fees, other financial contributions and donations; Members may also bring any other kind of assets such as equipment, offices, and intellectual property rights. Assets shall not be used to remunerate any of its Members (Articles 6, 16), except if duly contracted (see below);
- The Management Board (MB) prepares the budget plan for the coming fiscal period and renders the accounts for the past fiscal period (Article 15). The General Assembly approves the Association's budget and accounts (Article 12);

The General Assembly invests the MB to take all decisions regarding the management of the Association's assets necessary to achieve the Association's objectives within the frame of the provisional budget.

The basic rule is that SITEX\_Network Members bear the costs of their participation and that each Member participates actively and devotes sufficient amount of its workforce resources.

Besides in kind contributions of human or material capacities, SITEX\_Network Funding and Ordinary Members contribute financially through the membership fees established by the constitutive General Assembly in groups of annual fees as follows: 300€, 1500€ and 4500€ depending on the average man-month cost of the Members in their institutions. Members of the CS college are entitled to belong to the 1<sup>st</sup> group (300€), upon demand. Other assets are possible, such as grant, external funding or voluntary contributions of Members.

These financial contributions constitute a common fund. This fund shall be restricted to cover the expenses necessary for the establishment and maintenance of the Association's administrative infrastructure, in particular the costs resulting from the establishment of a secretariat and creation and maintenance of the website (if necessary including subcontracting), premises renting, etc. According to the Management Board decision, only certain travel costs for Members (e.g. for MB, Working Group meetings, official representation of SITEX\_Network) strictly limited in the frame of work performed for the Association, and up to a spending limit, may be reimbursed upon preceding request. Further, WG projects may get funds from SITEX\_Network in case its resources make it possible, and if confirmed by MB and/or GA.

SITEX\_Network may also entail dedicated funding such as subvention/grants for activities carried out on its own (e.g. SITEX conferences, knowledge sharing or training courses).