



International Atomic Energy Agency

INDC-2/L
(limited)

432

INDC

INTERNATIONAL NUCLEAR DATA COMMITTEE

COMPENDIUM
OF COMMITTEE REGULATIONS
of the
International Nuclear Data Committee

August 1971

IAEA NUCLEAR DATA SECTION, KÄRNTNER RING 11, A-1010 VIENNA

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1. INDC SECRETARIAT

- 1.1 The INDC Secretariat, as part of the IAEA Nuclear Data Section, performs the secretarial functions of the INDC under the guidance of the Scientific Secretary of the INDC.

2. INDC DOCUMENTS

- 2.1 The INDC Secretariat serves as the coordinating agency for the recording and distribution of INDC documents and as a repository for INDC documents.

2.2 Documents issued by the INDC

Committee documents as defined in the INDC Methods of Work (INDC-1/G), paragraph V.4, consist of "Methods of Work", "Compendium of Committee Regulations", "Biennial Reports", "Minutes of INDC Meetings", proceedings of Topical Meetings, and other documents which may be required for the conduct of committee business. These documents should be submitted to the INDC Scientific Secretary to assure their proper documentation and disposition. These documents are labelled INDC-nnn/m.

2.3 Documents submitted to the INDC

Contributed documents as defined in the INDC Methods of Work (INDC-1/G), paragraph IV, consist of documents and reports submitted to the Committee in context with the technical and scientific aspects of nuclear data. These documents should be submitted to the INDC Secretariat for distribution according to the rules given in Section 2.4.

- 2.4 All contributed documents submitted to the INDC Secretariat for distribution should bear an INDC document designator, described below, affixed to the upper right-hand corner of the document prior to dispatching it to the INDC Secretariat.

- 2.5 The INDC document designator consists of four parts:

- (1) The prefix letters "INDC";
- (2) The origin designator, that is the code of the Member State or Organization which originated the document, in parenthesis, immediately following the prefix. (A list of currently used origin designator codes is given in Appendix A.)
- (3) The number of the document, preceded by a dash, is assigned chronologically for each origin series independently. The current number for each series can be obtained from the INDC Secretariat upon request.

- (4) The distribution given to the document, in the form of a letter code separated by a slash from the document number. The distribution codes in use, and their definitions, are given in Section 2.6.

An example of such an INDC document designator is:

INDC(AUL)-2/G

2.6 INDC documents are presently distributed according to three categories:

- G - Distribution of INDC documents concerning internal Committee matters intended for members of the Committee and other continuing participants only.
- L - Distribution of INDC documents concerning the international effort in the field of nuclear data. This group of recipients consists of Committee Members and other continuing participants, INDC Liaison Officers (see Section 3), Local Data Committees, Heads of Data Centres, and IAEA Secretariat.
- U - General distribution of technical INDC documents. This group of recipients consists of the G and L distributions, plus recipients designated by Member States.

Names of individuals to receive any one of the above described distributions, as well as changes and deletions, should be communicated by the Member States and Organizations to the INDC Secretariat as need arises.

The current and complete list of individuals assigned to each of the above distribution codes, is published periodically by the INDC Secretariat (see Section 2.9).

- 2.7 Member States and Organizations submitting INDC documents to the INDC Secretariat for distribution are advised strongly to assign an INDC document designator to the document, in the manner described in Section 2.5 above. A sufficient number of copies for the appropriate distribution (see Sections 2.8 and 2.9) should be provided to the INDC Secretariat for distribution by the originating Member State or Organization. Unless this procedure is followed, it may be impossible to assure appropriate distribution.

- 2.8 Although the INDC Secretariat serves as the distribution centre for INDC documents, it is expected that Member States distribute to the individuals within their own country those documents which they themselves originate.

The INDC distributions include individuals who are in the EANDC distribution area (which includes Austria, Belgium, Canada, Denmark, France, Germany (Federal Republic), Greece, Iceland, Ireland, Italy,

Japan, Netherlands, Norway, Portugal, Spain, Sweden, Switzerland, Turkey, UK and the USA). To avoid duplicate distribution of documents, the INDC Secretariat does not distribute in the EANDC area those INDC documents which originate in the EANDC area. Originators of INDC documents in the EANDC area are therefore advised that the number of documents to be sent to the INDC Secretariat for distribution should be based on reduced, non-EANDC distribution. The number of documents needed for each of the reduced, non-EANDC distributions is given in the periodically published list of "INDC Correspondents for the Exchange of Nuclear Data Information" (see Section 2.9).

- 2.9 The list of "INDC Correspondents for the Exchange of Nuclear Data Information" serves as a basis for the distribution of INDC documents originated by or for the Committee, and includes the names of all recipients of INDC documents. The INDC Secretariat maintains an internal file of this list up-to-date in order to facilitate an efficient interchange of documented information.

A current and complete version of the list of "INDC Correspondents" is published and distributed by the INDC Secretariat twice a year, in May and in November of each year.

The recipients of this list are encouraged to inform the INDC Secretariat through their INDC Member or liaison officer of any corrections, additions and deletions deemed necessary.

- 2.10 The INDC Secretariat publishes a "List of Documents Received by the INDC Secretariat". A complete cumulative list of INDC documents is published once a year, in May, and a supplement to this list is published in November every year.

In addition to the INDC documents received by the INDC Secretariat for distribution, this "List of Documents" also lists the titles of reports received as single copies. Although not submitted as INDC documents for distribution, these documents are of general interest to the INDC correspondents, and are included in this list for their information. Requests for these documents should not be directed to the INDC Secretariat, but to the originating laboratory or organization.

- 2.11 Additional copies of distributed INDC documents can be obtained from the INDC Secretariat on request. These requests will be filled provided that surplus copies are on hand.

- 2.12 Translation of Contributed Documents.
As a rule, documents submitted to the INDC are written in English; with the exception of specific requests, the INDC Secretariat cannot normally be expected to translate INDC documents into English.

As a result of an earlier request the INDC Secretariat translates periodically the "Collected Abstracts of Nuclear Physics Research in the USSR" into English, publishes these translations and distributes them as INDC(CCP), i.e. USSR, documents with a U-distribution.

3. INDC LIAISON OFFICERS

3.1 As stated in the INDC "Methods of Work", paragraph III.5

- (i) The IAEA may request a Member State or International Organization not represented on the INDC to nominate a liaison officer to provide a communication link between the INDC and the scientists producing and/or using nuclear data in that state.
- (ii) Liaison officers shall be provided with lists of all official Committee documents, copies of which they may request from the Scientific Secretary. The Scientific Secretary shall send the draft agenda to all liaison officers at the same time that it is sent to the Committee members.
- (iii) Where active interest in items of an INDC meeting is indicated by a liaison officer, he may request approval from the Chairman of the INDC through the Scientific Secretary to attend that meeting as an observer at no expense to the IAEA.

3.2 The "Terms of Reference" for Liaison Officers of the INDC, as approved by the Committee at their July 1970 meeting, are given in Appendix B.

3.3 A current list of INDC Liaison Officer is publicized periodically by the INDC Secretariat at least once in the course of the calendar year. This list is normally included in the yearly "Report of the Nuclear Data Section to the International Nuclear Data Committee".

4. PROGRESS REPORTS

4.1 At its yearly meetings the Committee reviews the progress of the nuclear data programmes of IAEA Member States.

4.2 All Member States represented on the Committee, or represented at a Committee meeting on an ad hoc basis, are expected to submit an annual progress report to the Committee at its meetings.

- 4.3 All Member States not directly represented on the Committee are requested at the beginning of each year, through the appointed INDC Liaison Officers, to submit a Progress Report to the INDC through the INDC Secretariat.
- 4.4 The Progress Reports mentioned in Sections 4.2 and 4.3 should reflect the current status of their country's nuclear data programme, achievements within the past year and plans for the future, with an emphasis on neutron physics experiments and facilities for neutron physics measurements.
- 4.5 A definition of the scope of information to be considered in these progress reports is given in Appendix C.

5. INDC SUBCOMMITTEES

- 5.1 The Committee can appoint two types of Subcommittees: "standing" and "ad-hoc". Standing subcommittees deal with matters of long-term interests to INDC, while "ad-hoc" subcommittees are set up for specific short-term purposes.
- 5.2 At its third and fourth meeting, in June 1970 and July 1971, the Committee decided to set up four standing sub-committees:
 - Subcommittee on Standard Reference Data
 - Subcommittee on Discrepancies in Important Nuclear Data and Evaluations
 - Subcommittee on Nuclear Data for Safeguards
 - Subcommittee on Non-Neutron Nuclear Data
- 5.3 Members of Standing Subcommittees should be continuing participants in INDC Meetings, so as to provide a continuous channel of action.
- 5.4 Subcommittee Members can delegate work to non-participants, who could be invited to attend meetings as observers on an ad hoc basis.
- 5.5 Subcommittees are to provide the INDC Secretariat with copies of all relevant correspondence.

MEMORANDUM

To: INDC Members and Liaison Officers

From: INDC Secretariat

Subject: Correction of INDC-2/L
"Compendium of Committee Regulations".

Please be advised that, as decided at the last INDC Meeting (July 1971, Bombay), the Subcommittee on Non-Neutron Nuclear Data is an "ad hoc" subcommittee and not a "standing" subcommittee.

In this regard, the first two lines of paragraph 5.2 should read:

"At its third meeting in June 1970 the Committee decided to set up three standing subcommittees."

Furthermore, please delete:

" - Subcommittee on Non-Neutron Nuclear Data"

from paragraph 5.2 of INDC-2/L (dated August 1971), and add the following sentence as paragraph 5.6:

5.6 At its fourth meeting, in July 1971, the Committee set up an ad hoc Subcommittee on Non-Neutron Nuclear Data.

Vienna,
24 September 1971