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International Atomic Energy Agency

INDC-23/L

INDC INTERNATIONAL NUCLEAR DATA COMMITTEE

# COMPENDIUM OF COMMITTEE REGULATIONS

of the

International Nuclear Data Committee

(This document supersedes INDC-13/L of December 1973)



September 1976

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 all INDC documents.

2.2 Documents issued by the INDC

Committee documents as defined in the INDC Methods of Work (INDC--20/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, and are labelled INDC-nn/m. (e.g. INDC-20/G).

2.3 Documents submitted to the INDC

Contributed documents as defined in the INDC Methods of Work (INDC--20/G, paragraph VI) 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). The only document series which does not have an origin designator, consists of those documents and reports which are originated by the committee proper (see 2.2 above).

(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 four categories:

G - Distribution code for INDC documents concerning internal committee matters intended for members of the committee and other continuing participants only.

L - Distribution code for INDC documents concerning the international effort primarily in the field of neutron 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 code for technical INDC documents. This group of recipients consists of the G and L distributions, plus recipients designated by Member States. The U distribution is designed for the distribution of reports dealing with neutron nuclear data.

N - Distribution code for technical INDC documents concerning the measurement, compilation, evaluation and dissemination of "non-neutron" nuclear data, that is, nuclear reaction (other than neutron) data and nuclear structure and decay data.

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

The current and complete list of individuals assigned to each of the above four distributions, is published periodically by the INDC Secretariat (see Section 2.10).

2.7 Additional distribution codes are assigned by the INDC Secretariat to distribute reports of special interest to a limited number of people, interested in specific technical aspects of nuclear data or

in atomic and molecular data. The "special interest" distribution codes currently used for the dissemination of some INDC documents, in addition to the G, L, U and N distribution codes, are:

A - Atomic and Molecular Data for Fusion

D - "CINDU" Catalogue of Numerical Nuclear Data Available from the IAEA Nuclear Data Section

F - Nuclear Data for Fusion

H - Transactinium Isotope Nuclear Data

P - Fission Product Nuclear Data

R - "WRENDA" World Request List for Nuclear Data

S - Nuclear Material Safeguards

T - NDS Targets and Samples Programme

Y - Nuclear Theory and Computer Codes for Nuclear Data Calculations

2.8 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 2.9 and 2.10) 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.

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

The INDC distributions include individuals who are in the NEANDC 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 NEANDC area those INDC documents which originate in the NEANDC area. Originators of INDC documents in the NEANDC area are therefore advised that the number of documents to be sent to the INDC Secretariat for distribution should be based on reduced, non-NEANDC distribution. The number of documents needed for each of the reduced, non-NEANDC distributions is given in the periodically published list of "INDC Correspondents for the Exchange of Nuclear Data Information" (see Section 2.10).

2.10 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 having the distribution codes G, L, U and N. 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 January and in July of each year.

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

2.11 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 July and a supplement to this list is published in January 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.

2.12 Additional copies of distributed INDC documents can be requested from the INDC Secretariat. These requests will be filled provided that surplus copies are on hand.

2.13 Translation of Contributed Documents.

As a rule, documents submitted to the INDC are written in English. With the exception of specific requests, the IAEA cannot normally be expected to translate INDC documents into English.

In accordance with an earlier agreement the INDC Secretariat arranges for translation by the IAEA, subject to available funds, of the "Collected Abstracts of Nuclear Physics Research in the USSR" and other selected Soviet reports into English, publishes these translations and distributes them as INDC(CCP) documents.

## 3. INDC LIAISON OFFICERS

3.1 As stated in the INDC "Methods of Work" (INDC-20/G, 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 tentative agenda to all liaison officers at the same time that it is sent to the INDC meeting participants.

(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 its July 1970 meeting, are given in Appendix B.

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

## 4. PROGRESS REPORTS

4.1 At its meetings the INDC reviews the status and progress of the nuclear data programmes of IAEA Member States.

4.2 Appointed and ad-hoc INDC members are expected to submit a progress report to the Committee so as to be received by Committee members and other participants at least 30 days prior to the INDC meeting.

4.3 All Member States not having members on the Committee are requested prior to each INDC Meeting to submit a Progress Report to the INDC Secretariat, through appointed Liaison Officers.

4.4 The Progress Reports mentioned in Sections 4.2 and 4.3 should reflect the current status of the national nuclear data programmes, achievements within the past period and plans for the future, with an emphasis on nuclear (including neutron) physics experiments and facilities for nuclear 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 sixth meeting, in October 1973, the Committee established four standing sub-committees:

- Subcommittee on Standard Reference Data
- Subcommittee on Discrepancies in Important Nuclear Data and Evaluations
- Subcommittee on Nuclear Data for Energy Applications
- Subcommittee on Nuclear Data for Non-Energy Applications

5.3 Subcommittees may have non-committee members, but chairmen 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.

5.6 Each standing subcommittee shall have at least one ex-officio member from the IAEA Nuclear Data Section (NDS). The NDS member will normally be responsible for NDS programmes related to the subcommittees' area of responsibility.

## APPENDIX A

List of currently used origin designator codes:

| | |
|---|---|
| ARG | Argentina |
| AUL | Australia |
| AUS | Austria |
| BLG | Belgium |
| BUL | Bulgaria |
| BZL | Brazil |
| CAN | Canada |
| CCP | Union of Soviet Socialist Republics |
| EAN | European American Nuclear Data Committee (superseded by ENE) |
| ENE | Nuclear Energy Agency |
| EUR | Commission of the European Communities (formerly Euratom) |
| FR | France |
| GDR | German Democratic Republic |
| GER | Germany, Federal Republic of |
| GRC | Greece |
| HUN | Hungary |
| IAE | International Atomic Energy Agency |
| IND | India |
| IRN | Iran |
| IRQ | Iraq |
| ISL | Israel |
| ITY | Italy |
| JAP | Japan |
| KOR | Korea |
| NDS | Nuclear Data Section |
| NED | Netherlands |
| NOR | Norway |
| PAK | Pakistan |
| POL | Poland |
| PRT | Portugal |
| RUM | Romania |
| SAF | South African Republic |
| SEC | INDC Secretariat |
| SF | Finland |
| SPN | Spain |
| SWD | Sweden |
| SWT | Switzerland |
| TAI | Thailand |
| TUK | Turkey |
| UK | United Kingdom |
| UNI | international origin |
| URU | Uruguay |
| USA | United States of America |
| YUG | Yugoslavia |

## APPENDIX B

## "TERMS OF REFERENCE"

for Liaison Officers of the INDC

### 1. Definition of Liaison Officers

Liaison Officers are scientists working in fields of nuclear data related to nuclear programmes in IAEA Member States, or International Organizations, not represented on the International Nuclear Data Committee (INDC), who have a broad knowledge of and responsibility for their country's or organization's, nuclear data programmes. Their function is to provide a communication link between the scientists producing and/or using nuclear data in their community, and the INDC.

### 2. Appointment of Liaison Officers

Liaison Officers are appointed by the appropriate office within the Government of their state, or within their international organization, at the request of and in consultation with the IAEA through the INDC Secretariat, which is part of the IAEA Nuclear Data Section.

### 3. Channels of Communication

The main communication link between the Liaison Officers and the INDC is through the INDC Secretariat.

Liaison Officers shall be provided with lists of all official Committee documents, copies of which they may request from the Scientific Secretary of the INDC. The Scientific Secretary shall send the tentative agenda to all liaison officers at the same time that it is sent to the INDC meeting participants.

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.

### 4. General Functions of Liaison Officers

In their capacity to serve as a link between their state's nuclear data programme and the INDC, the liaison officers' general functions are the following:

- To submit a periodic progress report, on request by the INDC Secretariat, on the nuclear data activities within their countries or organizations in time for presentation at INDC meetings.

- To communicate with the INDC Secretariat concerning matters in which the INDC could be expected to be of assistance to the nuclear data programmes in their scientific communities.

- To disseminate, within their scientific communities, information (e.g. documents, newsletters, etc.) sent to them by the INDC Secretariat.

- To supply information (lists of names, publications, measuring facilities, etc.) requested occasionally by the INDC Secretariat.

5. Liaison Officers within the IAEA Nuclear Data Section Service Area*

The Liaison Officers in those countries which are within the service area of the IAEA Nuclear Data Section have the additional function to serve as a link between the IAEA Nuclear Data Section and those scientists within their scientific community who are active as users or producers of nuclear data.

To keep these Liaison Officers informed of the interaction between the IAEA Nuclear Data Section and their scientific community, a copy of every letter sent by the Nuclear Data Section to the scientists within their respective country should be sent to the Liaison Officer. This procedure is intended to promote the dissemination and collection of nuclear data information by the IAEA Nuclear Data Section.

* The IAEA NDS service area comprises Eastern Europe (except the USSR), Africa, Asia (except Japan), and South America, Australia and New Zealand.

## APPENDIX C

## CONTENT AND SCOPE OF PROGRESS REPORTS

Content:

These reports should contain informal summary statements of recent developments in the acquisition or building of facilities for nuclear physics measurements, and (preliminary) data which reflect the efforts devoted to the measurement, analysis and evaluation of nuclear and related atomic data of interest to the peaceful nuclear energy programmes of the reporting member state.

Scope:

The primary scope of information to be considered for the progress report should reflect the CINDA quantity scope. This includes measured, evaluated and calculated microscopic neutron cross sections, related fission, capture and scattering parameters, resolved and statistical neutron resonance parameters, as well as other related physical constants used in the various applications of neutron nuclear physics.

In addition, the report should include information on measurement, compilation and evaluation of non-neutron nuclear data such as

- nuclear level scheme and radioactive decay data;
- charged particle cross sections;
- photonuclear reaction (including photofission) data;
- gamma ray spectra and gamma ray production cross sections.

In general, the data reported on in progress reports should be pertinent to:

- neutron physics and fission reactor technology,
- plasma physics and fusion reactor technology,
- nuclear safety, and nuclear material management and safeguards,
- reactor, space and accelerator shielding,
- production of radioisotopes and their uses in medicine, biology and other fields,
- applications of activation analysis in all branches of science and industry,

and other applications which are of interest to INDC and the Agency's nuclear data programme.