



International Atomic Energy Agency

INDC-40/G

INDC

INTERNATIONAL NUCLEAR DATA COMMITTEE

COMPENDIUM OF COMMITTEE REGULATIONS

of the

International Nuclear Data Committee

(This document supersedes INDC-23/L of September 1976)

July 1984

IAEA NUCLEAR DATA SECTION, WAGRAMERSTRASSE 5, A-1400 VIENNA

COMPENDIUM OF COMMITTEE REGULATIONS
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Reproduced by the IAEA in Austria
July 1984

84-03820

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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, who is the Head of the IAEA Nuclear Data Section.

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-27/G, paragraph V.4) consist of "Methods of Work", "Compendium of Committee Regulations", "Chairman's 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 identification and distribution, and are labelled INDC-nn/m. (e.g. INDC-20/G).

2.3. Informal INDC/P documents

All informal papers, memoranda or letters distributed by committee members or by the INDC Secretariat to the full committee between INDC meetings, or generated by the Committee during INDC meetings shall be assigned an INDC/P document number by the Scientific Secretary. This document number shall include the year in which the paper was written and a sequential number (e.g. INDC/P(77)-1); a new sequential numbering shall begin with each calendar year.

2.4. Documents submitted to the INDC for distribution

Contributed documents as defined in the INDC Methods of Work (INDC-27/G, paragraph VI) consist of documents and reports submitted to the Committee in context of 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 2.5.

- 2.5. 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.

- 2.6. 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 2.7.

An example of such an INDC document designator is:

INDC(AUL)-2/G

2.7. 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 the G-distribution, INDC Liaison Officers (see Section 3), Local Data Committees, Heads of Data Centres, IAEA internal distribution, and other nationally designated Scientists.
- U - General distribution code for technical INDC documents. This group of recipients consists of the L distribution, 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 2.11.).

2.8. 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 (selected distribution)
- B - Atomic and Molecular Data for Fusion (general distribution)
- E - Nuclear Structure and Decay Data (limited distribution)
- F - Nuclear Data for Fusion
- H - Transactinium isotope nuclear data
- I - Recipients of reports resulting from the Interregional Project on nuclear data techniques and instrumentation
- J - Recipients of reports concerning neutron data evaluation
- P - Fission product nuclear data
- R - Nuclear data for radiation damage and neutron reactor dosimetry
- V - Recipients of reports concerning the generation, testing, and comparison of multigroup cross-section sets
- X - Charged Particle Nuclear Data (limited distribution)

- 2.9. 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 2.6. above. A sufficient number of copies for the appropriate distribution (see Sections 2.6. and 2.11.) 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.
- 2.10. 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 also 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 2.11.).

- 2.11. 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 periodically.

In order to keep this list up-to-date, 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.

- 2.12. The INDC Secretariat also publishes a "List of Documents Received by the INDC Secretariat".

This list, which contains the citation of all INDC reports distributed by the INDC Secretariat during the preceeding two calender years, is published annually. The complete list of INDC reports, or selected retrievals from this file is available on request from the INDC Secretariat.

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.

- 2.13. Additional copies of distributed INDC documents can be requested from the INDC Secretariat. These requests will be filled as long as surplus copies are on hand.

- 2.14. 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.

However, subject to available funds, the INDC Secretariat arranges for the translation by the IAEA, of selected articles from the "Collected Abstracts of Nuclear Physics Research in the USSR" and other selected Soviet reports into English. The IAEA publishes these translations and distributes them as INDC(CCP) reports.

3. INDC Liaison Officers

3.1. As stated in the INDC "Methods of Work" (INDC-27/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 of INDC Meetings to all Liaison Officers at the same time 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 are included in this document as Appendix B.

3.3. A current list of INDC Liaison Officers is always 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. INDC members are expected to submit a progress report to the Committee so as to be received by Committee members and other INDC participants at least 30 days prior to the INDC meeting.

4.3. Prior to each INDC Meeting, all Member States not having members on the Committee are invited to submit a Progress Report to the INDC Secretariat, through the 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. Since its thirteenth meeting, in May 1983, the Committee has six standing sub-committees:
 - Subcommittee on Standard Reference Data
 - Subcommittee on Discrepancies in Important Nuclear Data and Evaluations
 - Subcommittee A: on nuclear data for fission reactor applications
 - Subcommittee B: on nuclear data for other applications
 - Subcommittee on Transfer of Nuclear Data Technology to Developing Countries
 - Subcommittee on Meetings and Future NDS Programme.
- 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

The presently used origin designator codes are:

ARG	Argentina
AUL	Australia
AUS	Austria
BAN	Bangladesh
BLG	Belgium
BOL	Bolivia
BUL	Bulgaria
BZL	Brazil
CAN	Canada
CCP	Union of Soviet Socialist Republics
CHL	Chile
COL	Colombia
COS	Costa Rica
CPR	China, People's Republic of
CUB	Cuba
CSR	Czechoslovakia
DEN	Denmark
EAN	European American Nuclear Data Committee (superseded by ENE)
ECU	Ecuador
EGY	Egypt
ENE	Nuclear Energy Agency (superseded by NEA)
EUR	Commission of the European Communities (formerly Euratom)
FIN	Finland
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
JAM	Jamaica
JPN	Japan
KEN	Kenya
KOR	Republic of Korea
KPR	Democratic People's Republic of Korea
KUW	Kuwait
LIB	Libya
MEX	Mexico
MOR	Morocco
NDS	Nuclear Data Section
NEA	Nuclear Energy Agency (formerly under ENE)
NED	Netherlands
NIG	Nigeria
NOR	Norway

PAK	Pakistan
PER	Peru
PHI	Philippines
POL	Poland
PRT	Portugal
ROM	Romania
SAF	South African Republic
SEC	INDC Secretariat
SIN	Singapore
SF	Finland
SPN	Spain
SUD	Sudan
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). They should 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 country 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 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 country'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.

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

Appendix C

CONTENT AND SCOPE OF PROGRESS REPORTS

Content: Progress reports to the INDC should contain informal summary statements of recent developments in the acquisition or building of facilities for nuclear physics measurements, and (preliminary) data which resulted from the measurement, analysis or evaluation of nuclear and related atomic data of interest to the peaceful nuclear energy programmes of the reporting Member State.

Scope : The preliminary 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.

* CINDA (Computer Index of Neutron Data, published annually by the IAEA)