



International Atomic Energy Agency

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(limited)

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INDC

INTERNATIONAL NUCLEAR DATA COMMITTEE

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COMPENDIUM
OF COMMITTEE REGULATIONS
of the
International Nuclear Data Committee

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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.

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
EANDC	European American Nuclear Data Committee
ENEA	European Nuclear Energy Agency
EUR	Euratom
FIN	Finland
FR	France
GER	Germany, Federal Republic of
HUN	Hungary
IAEA	International Atomic Energy Agency
IND	India
ISL	Israel
IRN	Iran
JAP	Japan
KOR	Korea
NED	Netherlands
NDS	Nuclear Data Section
PAK	Pakistan
POL	Poland
RUM	Romania
SAF	South African Republic
SEC	INDC Secretariat
SPN	Spain
SWD	Sweden
SWT	Switzerland
TAI	Thailand
TUR	Turkey
UK	United Kingdom
UNI	international origin
URU	Uruguay
USA	United States of America
YUG	Yugoslavia
POR	Portugal

APPENDIX B

July 1970
(INDC Approved)

"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 energy 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, which is part of the Nuclear Data Section of the IAEA.

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.

Appendix B (continued)

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 charge to the IAEA.

2.1 Functions of Liaison Officers

In order 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 an annual progress report, on request by the INDC Secretariat, on the nuclear data activities within their countries or organisations in time for presentation at the yearly INDC meetings.
- To communicate with the INDC Secretariat concerning matters in which the INDC could be expected to be of assistance to the nuclear 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 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, letters sent by the Nuclear Data Section to the scientists in their respective country is sent to the Liaison Officer. This procedure is intended to promote the dissemination of information from the IAEA data centre and encourage the collection of nuclear data information for the centre.

APPENDIX C

PROGRESS REPORTS INSTRUCTIONS AS TO CONTENT AND SCOPE

Nature of the progress reports:

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 neutron and nuclear cross sections and other basic data of interest to the peaceful nuclear energy programmes of the reporting member state.

Scope:

In general the primary scope of information to be considered for these reports should reflect the CINDA quantity scope, which includes measured, deduced or calculated microscopic neutron cross sections, related fission, capture and scattering parameters, resonance and reaction parameters of neutron induced reactions, as well as other related physical constants used in pure and applied neutron nuclear physics.

In addition, information which reflects the interest of INDC and of the Agency's nuclear data programme may include non-neutron nuclear data, particularly if these are pertinent to nuclear reactor, thermonuclear fusion reactor development, and safeguards technical development (e.g., charged particle cross sections, photonuclear reaction data, gamma-ray production cross sections, nuclear level scheme and radioactive decay data).

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