

TERMS OF REFERENCE

Advancing INFCIRC/908 “Insider Threat Mitigation” International Working Group

Aims:

- At the 2016 IAEA International Conference on Nuclear Security: Commitments and Actions, the United States issued IAEA Information Circular, INFCIRC/908, “Joint Statement on Insider Threat Mitigation,” which is open for all Member States to subscribe to the goals and commitments as described. Establishment of an Advancing INFCIRC/908 “Insider Threat Mitigation” International Working Group is an outcome of the 2019 International Symposium on Insider Threat Mitigation co- hosted by Belgium and the United States.
- The Advancing INFCIRC/908 “Insider Threat Mitigation” International Working Group (the “IWG”) has been established with the aim of facilitating cooperation and sustaining engagement on insider threat mitigation for nuclear security, consistent with national laws and respective international obligations, in support of the IAEA and other international organizations and initiatives.

Tasks:

- Convene annually, and, as may be useful, in connection with other related meetings;
- Promote, assess, and share implementation of INFCIRC/908 commitments: 1) Commitment to support the IAEA to develop and implement an advanced, practitioner-level training course on insider threat mitigation, and 2) Implementation of measures to mitigate insider risk by taking a risk-informed graded approach;
- Discuss a broad range of insider threat mitigation-related issues, including identifying emerging trends that may require more focused attention;
- Establish a Steering Group that will 1) lead the development of the IWG’s strategic focus, 2) plan the IWG’s activities, 3) organize Focus Groups to explore the five focus areas (nuclear security culture, trustworthiness, technical measures, cybersecurity, and national and regulatory frameworks) that were identified at the Brussels International Symposium on Insider Threat Mitigation (2019) as topics warranting further exploration; Focus Groups meet during the annual IWG meeting.
- Develop and maintaining linkages to non-governmental experts, industry, and academia; and
- Determine any additional steps that may be appropriate to support the aims.

IWG Participation:

- **Participating International Organizations:** International organizations such as the United Nations (UN), INTERPOL, the Global Initiative to Combat Nuclear Terrorism (GICNT), and the International Atomic Energy Agency (IAEA), will be invited to attend and provide updates on implementation of insider threat mitigation efforts by their respective organizations, and coordination of efforts, where applicable.

- **Participating Countries:** The IWG is open to interested countries that 1) have endorsed or 2) are contemplating future endorsement of INFCIRC/908. Interested countries should approach the United States or Belgium to indicate their interest in participating in the IWG.

Meeting Timing, Frequency, and Location:

- The IWG should convene annually on the margins of other meetings, if possible.
- Should the need arise, the IWG could hold additional meetings. In order to ensure appropriate representation, meetings would normally be held in conjunction with nuclear security-related meetings to the extent possible.

Governance:

- The United States and Belgium will serve as co-chairs of the IWG and, therefore, lead the Steering Group.
- The co-chairs will convene IWG meetings and coordinate drafting the agenda, which will be adopted by the IWG at the beginning of each meeting.
- The co-chairs will also be the point of contact to receive requests for participation in the IWG and will inform members of such requests.
- The extent possible, the co-chairs will also promote leadership roles for participating IWG countries to advance and showcase the expertise and commitments of IWG countries.
- The co-chairs will also serve as a point of contact for non-governmental experts, nuclear industry, and academia, in the effort of the IWG to maintain and develop linkages with these stakeholders, as agreed by the IWG.
- In the rare event of the IWG taking substantive decisions, such as a public statement on behalf of the IWG, it will be decided by consensus.

Information Sharing Resources:

- Information pertaining to IWG meetings, such as agendas and logistics, will be shared by the co-chairs via email distribution lists to IWG points of contact.
- Information of enduring value pertaining to the IWG and its activities will reside on an IWG website, which will be administered by the US Department of Energy. The IWG website will serve as a “one-stop” portal for all things related to insider threat mitigation for nuclear security.
- The co-chairs may produce a summary of the IWG meetings and distribute it among members for their information.