



S/2071/2022

17 June 2022

ENGLISH and SPANISH only

**NOTE BY THE TECHNICAL SECRETARIAT**

**CALL FOR NOMINATIONS FOR A REGIONAL TRAINING COURSE  
ON FULFILLING DECLARATIONS AND INSPECTIONS OBLIGATIONS  
UNDER ARTICLE VI OF THE CHEMICAL WEAPONS CONVENTION  
FOR STATES PARTIES IN LATIN AMERICA AND THE CARIBBEAN  
QUITO, ECUADOR  
4 – 7 OCTOBER 2022**

1. The Technical Secretariat (hereinafter “the Secretariat”) is pleased to announce that a regional training course on fulfilling declarations and inspections obligations under Article VI of the Chemical Weapons Convention (hereinafter “the Convention”) for States Parties in Latin America and the Caribbean will be held in Quito, Ecuador, from 4 to 7 October 2022.
2. The training course has two main objectives: to facilitate the submission by National Authorities of accurate and timely annual declarations required under the Article VI of the Convention (Activities Not Prohibited Under This Convention); and to provide practical guidance to States Parties on receiving and escorting OPCW inspections. The training course is also intended to raise general awareness among stakeholders of the requirements under Article VI of the Convention regarding national implementation.
3. This course is primarily intended for representatives of National Authorities and relevant stakeholders, particularly in the chemical industry and trade associations, who are involved in compiling data, preparing national declarations, and facilitating inspection processes.
4. This course will provide participants with an opportunity to refresh and enhance their knowledge and skills relating to Article VI obligations. The course will also provide information on recent developments relevant to Article VI and offer participants an opportunity to share experiences, ask questions, and clarify and discuss related issues.
5. States Parties are requested to disseminate information on this training course to national stakeholders. Participants must:
  - a) be involved at the national level in the fulfilment of Article VI obligations (for example, identifying declarable activities, preparing annual declarations, or receiving and escorting OPCW inspections);
  - b) not have participated in a similar training course in the past five years;



- c) have a good command of English or Spanish, both oral and written;
  - d) have completed the OPCW e-learning modules described below (available online at <https://www.opcw.org/opcw-e-learning>), and have submitted certificates of completion to [victor.barros-correia@opcw.org](mailto:victor.barros-correia@opcw.org) **before Friday, 29 July 2022:**
    - (i) Identification of Declarable Activities Under Article VI of the Convention;
    - (ii) Introduction to Article VI Declarations;
    - (iii) Introduction to the Electronic Declarations Tool for National Authorities (EDNA);
    - (iv) Introduction to Secure Information Exchange (SIX); and
    - (v) Preparing for and Receiving an Article VI Inspection by Plant Site.
  - e) have completed and submitted the Self-Assessment and Training Action Plan Form (Annex 2) to [victor.barros-correia@opcw.org](mailto:victor.barros-correia@opcw.org) stating “Regional Article VI training course” in the subject line of the email **before Friday, 29 July 2022**. This form will be used by the Secretariat to determine the suitability of the applicant for participation in the training course; and
  - f) be from a State Party in the Latin America and Caribbean Regional Group.
6. The provisional programme for the course is attached as Annex 1 to this Note. The training course will be conducted in both English and Spanish, with the provision of simultaneous interpretation between the two languages.
  7. Applications should be submitted online through Eventus, the OPCW event management system, through the following link: <https://apps.opcw.org/eventus>. The deadline for the submission of nominations is **Friday, 29 July 2022**. Each nomination must be endorsed digitally on the Eventus platform by the respective National Authority’s registered approvers.
  8. Each State Party is permitted to nominate and endorse two participants: one from the National Authority and one from a chemical industry organisation. The Secretariat is only able to sponsor a limited number of participants. Each nomination should indicate on Eventus whether sponsorship is a condition of the nominee’s participation. For sponsored participants, the Secretariat will cover the costs of travel, accommodation, and medical insurance, and will provide a daily subsistence allowance to cover meals and sundry expenses.
  9. Participants must be fit to travel. All participants taking prescribed medication should arrive with supplies sufficient for the duration of the event.
  10. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. It will purchase tickets and send them to the participants. Participants will be allowed to purchase tickets locally only if this leads to further savings for the Secretariat and is authorised by the Secretariat. Sponsored participants must bear all costs resulting from any changes they make, including cancellations, once

the Secretariat has purchased the tickets. Participants who have not been sponsored will be asked to make their own travel and accommodation arrangements. The Secretariat will not cover expenses unrelated to the course or that result from changes in travel arrangements that it has not authorised.

11. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Ecuador.
12. Additional information about the course may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division of the Secretariat. The focal points for this course are Mr James Pettit (Tel.: +31 (0)70 416 3426; Email: [james.pettit@opcw.org](mailto:james.pettit@opcw.org)) and Mr Victor Barros Correia (Tel: +31 (0)70 416 3430; Email: [victor.barros-correia@opcw.org](mailto:victor.barros-correia@opcw.org)).

Annexes:

Annex 1: Provisional Programme

Annex 2: Article VI Implementation Self-Assessment and Training Action Plan Form

**Annex 1**

**REGIONAL TRAINING COURSE ON FULFILLING DECLARATIONS  
AND INSPECTIONS OBLIGATIONS UNDER ARTICLE VI  
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**PROVISIONAL PROGRAMME**

<b>Time</b>	<b>Activity</b>
<b><i>Tuesday, 4 October 2022</i></b>	
08:30 – 09:00	Registration
09:00 – 09:30	Opening remarks
09:30 – 09:35	Group photo
09:35 – 09:45	Tour de table
09:45 – 10:30	Programme overview and objectives, status of implementation of the Convention
10:30 – 11:00	<i>Break</i>
11:00 – 11:30	Recent developments: Article VI declarations
11:30 – 12:00	Overview, latest developments, and the operational cycle of the verification regime under Article VI of the Convention
12:00 – 12:30	Declaration requirements under Article VI of the Convention: chemicals to be monitored and status of implementation of Article VI in Latin America and the Caribbean
12:30 – 14:00	<i>Lunch</i>
14:00 – 14:45	Declarations tools: common issues and challenges (plant site and import/export declarations)
14:45 – 15:30	Declaration exercise 1: Identification of declarable activities
15:30 – 16:00	<i>Break</i>
16:00 – 17:00	Declaration exercise 1 (continued): Identification of declarable activities
<b><i>Wednesday, 5 October 2022</i></b>	
09:30 – 10:00	Registration
10:00 – 10:30	Electronic declarations tools: recent developments
10:30 – 11:00	Introduction to using the electronic declaration information system (EDIS)
11:00 – 11:30	<i>Break</i>
11:30 – 13:00	Electronic declarations: practical exercise 1
13:00 – 14:30	<i>Lunch</i>
14:30 – 15:30	Electronic declarations: practice exercise 2
15:30 – 16:15	State Party experience and Q&A: electronic declarations tools
16:15 – 16:45	<i>Break</i>
16:45 – 17:30	State Party experiences and Q&A: Article VI declarations

<b><i>Thursday, 6 October 2022</i></b>	
09:00 – 09:30	Registration
09:30 – 10:30	Introduction to OPCW inspection: inspection mandate, role of the National Authority and industry
10:30 – 11:00	<i>Break</i>
11:00 – 11:30	Inspection process: pre-mission planning
11:30 – 12:00	State Party experience 1: receiving an OPCW inspection
12:00 – 12:45	Inspection process: in-country
12:45 – 14:15	<i>Lunch</i>
14:15 – 14:45	State Party experience 2: receiving an OPCW inspection
14:45 – 15:15	Inspection process: post-inspection activities and inspection outcomes
15:15 – 15:45	<i>Break</i>
15:45 – 16:30	Group discussion and Q&A
16:30 – 17:00	Capacity building and technical assistance in support of Article VI implementation
<b><i>Friday, 7 October 2022</i></b>	
09:00 – 13:00	Site visit
13:00 – 14:30	<i>Lunch</i>
14:30 – 15:30	Site visit: debrief
15:30 – 16:00	<i>Break</i>
16:00 – 17:00	Post training action plans: discussion and presentations
17:00 – 17:30	Closing remarks and presentation of training certificates

**Annex 2**

**REGIONAL TRAINING COURSE ON FULFILLING DECLARATIONS  
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Both of the forms below must be completed by the applicant. The forms should be completed and submitted to [victor.barros-correia@opcw.org](mailto:victor.barros-correia@opcw.org) no later than **Friday, 29 July 2022**.

**SELF-ASSESSMENT**

Name of applicant	
State Party	
Status of Article VI implementation in your country (including the number of sites declared, the number of OPCW inspections received, etc.)	
What are the issues or challenges that need to be overcome to enhance the level of Article VI implementation in your country?	
By participating in this training course, what specific areas would you like to improve in regard to implementation of Article VI in your country?	
Do you use the electronic declaration tools, EDNA and SIX, or know of these tools?	Yes [     ]     No [     ]  Comments:

**TRAINING ACTION PLAN**

Please indicate at least one area or challenge.

Areas of Article VI national implementation that need to be improved or enhanced.	Please specify your own action plan and timeframe to address the areas identified.	Please explain how your participation in this training course will make a positive impact on the areas identified; how would the impact be measured?
1	1	1
2	2	2
3	3	3