



NOTE BY THE TECHNICAL SECRETARIAT

DECLARATIONS HANDBOOK 2008

1. The Declarations Handbook was developed to provide clear and simple guidance for the preparation of declarations to be made by States Parties in accordance with the requirements of the Chemical Weapons Convention (hereinafter “the Convention”). The Declarations Handbook incorporates the declaration requirements of the Convention and all relevant decisions and understandings in relation to such requirements agreed upon by the OPCW policy-making organs since entry into force of the Convention.
2. The most recent version of the Declarations Handbook was issued in November 2002 and since then the policy-making organs have taken a number of decisions which have an impact on Article VI declarations. In addition, in 2007, at the request of the then Chairman of the Conference of the States Parties in his capacity as facilitator during consultations on industry inspections, the Technical Secretariat (hereinafter “the Secretariat”) undertook a review of the current declaration practices and requirements for other chemical production facilities (OCPFs). As a result of this review, a number of steps were identified (EC-53/DG.11, dated 17 June 2008) which could improve the timeliness and accuracy of OCPF declarations, one of which was the preparation of an updated version of the Declarations Handbook. A 2008 version of the Declarations Handbook is now ready for release.
3. In preparing the 2008 version of the Declarations Handbook, the Secretariat has focused its updates on the sections of the Handbook that deal with declarations under Article VI of the Convention, i.e. Sections A, B, and C, as well as relevant appendices, as these are the sections which the Secretariat understands from States Parties to be the most directly relevant to the majority of States Parties, and hence they are referred to the most frequently. The Secretariat has tried to make the 2008 version of the Handbook more user-friendly by providing more detailed guidance on Article VI declarations and by incorporating a number of recommendations aimed particularly at improving declarations of OCPFs. In developing this version of the Handbook, the Secretariat has tried wherever possible to avoid making changes to the declaration formats, so as to minimise any impact on States Parties. Instead, the changes focus on improving the guidance on using these formats, both within the text of the Handbook and in the instructions on the forms themselves. The only changes



to the formats proposed by the Secretariat are minor changes to forms dealing with Schedule 1 chemicals.

4. The 2008 version of the Declarations Handbook will be available in English on CD-ROM during the National Authority days to be held from 28 to 30 November 2008. Versions in the other official languages will be made available in 2009. Hard-copy versions in English will be available from the documentation counter.
5. In addition to this updated version of the Declarations Handbook, the Secretariat aims to separately release a new version of the Handbook on Chemicals in early 2009.
6. It is the Secretariat's aim to review the Declarations Handbook on a more frequent basis. The Secretariat encourages States Parties to provide feedback on the 2008 version of the Declarations Handbook, which will then be taken into account when preparing future updates. Such feedback from the users of the Handbook is critical to ensuring that the Handbook remains a useful reference document to all those involved in preparing declarations.
7. The point of contact for feedback and enquiries on the Handbook is:

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