



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/913/2011

16 March 2011

ARABIC, CHINESE, ENGLISH, and RUSSIAN only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS
FOR A REGIONAL WORKSHOP FOR STATES PARTIES IN ASIA
ON ASSISTANCE AND PROTECTION AGAINST CHEMICAL WEAPONS
XI'AN, CHINA
15 – 17 JUNE 2011**

1. On behalf of the Government of China and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite States Parties in Asia to submit nominations for a regional workshop on assistance and protection against chemical weapons, to be held from 15 to 17 June 2011 in Xi'an, China.
2. This workshop is designed as a forum for managers and planners who are involved in the protection of their civilian populations against chemical weapons, or who would be responsible for the provision of emergency assistance under Article X of the Chemical Weapons Convention (hereinafter "the Convention"). It will provide information on the following:
 - (a) the implementation of Article X;
 - (b) national and international projects being carried out by the Technical Secretariat (hereinafter "the Secretariat");
 - (c) the OPCW's data bank on assistance and protection;
 - (d) preparedness for delivery of assistance, and
 - (e) regional approaches to assistance and protection.
3. The workshop is intended to foster discussion and analysis of several assistance-and-protection-related issues, with special focus on areas such as rights and obligations of States Parties under Article X of the Convention, submissions of declarations of protective programmes, and analysis of weaknesses and problem areas. It will also provide an overview of assistance-and-protection activities in the region.
4. The Secretariat expects to be able to sponsor the attendance at the workshop of a limited number of participants. Each nomination should specify whether sponsorship is a condition of the nominee's participation. For sponsored participants, the Secretariat will cover the costs of travel, medical insurance, and accommodation, and will provide a limited subsistence allowance to cover sundry expenses. Further details regarding



accommodation, the workshop venue, and transport will be issued to all confirmed participants at a later date. The nomination of female participants is strongly encouraged.

5. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. Participants will be allowed to purchase tickets locally only if this leads to further savings for the Secretariat and if the Secretariat authorises it. Participants are expected to arrive **no earlier than Tuesday, 14 June 2011**, and to depart **no later than Saturday, 18 June 2011**. The approval of the Secretariat is required for any changes to the arrival and departure dates of sponsored participants. The Secretariat will not cover expenses unrelated to the workshop, or that result from unauthorised changes to travel arrangements. Sponsored participants shall bear all costs resulting from changes they make, including cancellations, once the Secretariat has purchased their tickets. Participants who have been selected as non-sponsored participants are requested to make their own travel arrangements.
6. Each State Party represented at the workshop will be expected to give a national presentation lasting up to 20 minutes on their capabilities and needs in the field of assistance and protection, as well as their experiences gained from the projects run by the Secretariat.
7. All activities during the workshop will be conducted in English, and no interpretation services of any kind will be provided. Participants are therefore expected to have a good written and oral command of English.
8. Participants are requested to obtain all necessary visas, including transit visas, before travelling to China.
9. Interested applicants are invited to complete the nomination form that is included as Annex 2 to this Note, making sure in particular to provide all the contact details it requests. Completed nomination forms should be sent, along with a brief curriculum vitae, to the Director, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. They may also be submitted by fax to +31 (0)70 416 3209, or by e-mail to EmergAssistBr@opcw.org. All materials must be received by the Secretariat **no later than 5 May 2011**. Please be advised that participants must present an OPCW acceptance letter in order to register for the workshop.
10. Those who have been selected to participate will be contacted no later than two weeks after the submission deadline. States Parties are requested to inform the International Cooperation and Assistance Division (ICA) of any administrative or other problems that may arise in connection with the attendance of any participant.
11. The provisional programme for the workshop is included as Annex 1 to this Note. Any questions may be addressed to the Assistance and Protection Branch of the ICA. The contact persons are Ms Nune Aghayan, who can be reached at +31 (0)70 416 3208 and Ms Elena Gavrilova, who can be reached at +31 (0)70 416 3220.

Annexes:

- Annex 1: Provisional Programme
Annex 2: Nomination Form (English only)

Annex 1

**REGIONAL WORKSHOP FOR STATES PARTIES IN ASIA
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PROVISIONAL PROGRAMME

Time	Activity
<i>Wednesday, 15 June 2011</i>	
08:30 – 09:00	Registration
09:00 – 09:30	Opening ceremony
09:30 – 09:45	Group photo
09:45 – 10:45	Presentation: The Convention and the implementation of Article X – plans for 2011 and beyond
10:45 – 11:15	<i>Coffee/tea break</i>
11:15 – 11:45	Presentation: National protection programmes, and the relevant decisions of the Conference of the States Parties
11:45 – 12:45	Group discussion: National protection programmes
12:45 – 14:00	<i>Lunch</i>
14:00 – 15:00	Presentation: Offers of assistance under paragraph 7 of Article X – contributions to the voluntary fund for assistance, bilateral agreements, and offers of assistance
15:00 – 15:20	Presentation: The OPCW data bank on assistance and protection
15:20 – 15:45	<i>Coffee/tea break</i>
15:45 – 16:45	Group discussion: Offers of assistance under paragraph 7 of Article X – contributions to the voluntary fund for assistance, bilateral agreements, and offers of assistance; use of the OPCW data bank on assistance and protection
19:00	Dinner hosted by the Government of China
<i>Thursday, 16 June 2011</i>	
09:00 – 10:00	Presentation: Overview of projects run by the Assistance and Protection Branch (APB) in the region
10:00 – 10:45	Presentation: Evaluation of the training offered by the APB
10:45 – 11:15	<i>Coffee/tea break</i>
11:15 – 12:45	Presentations: National presentations on the needs and requirements of States Parties, and discussion of States Parties' experiences in regard to APB projects
12:45 – 14:00	<i>Lunch</i>
14:00 – 15:15	Group discussion: APB projects and programmes – their impact, evaluation of these projects and programmes, tracking the participants, and training the trainers
15:15 – 15:30	<i>Coffee/tea break</i>
15:30 – 16:15	Presentation: Donor countries that support projects in the region
16:15 – 17:00	Future plans and the way forward for the implementation of Article X in Asia
19:00	Dinner hosted by the OPCW
<i>Friday, 17 June 2011</i>	
09:00 – 09:45	Presentation: The preparedness of the Secretariat to respond to a request for assistance
09:45 – 10:45	Presentation: ASSISTEX 3 and the lessons learned from this exercise
10:45 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:00	Discussion: The preparedness of the Secretariat and States Parties in regard to the delivery of assistance – a regional approach
12:00 – 12:30	Conclusions, and summary of the workshop
12:30 – 13:00	Closing ceremony
13:00 – 14:00	<i>Lunch</i>
	Departure of participants

Annex 2

**REGIONAL WORKSHOP FOR STATES PARTIES IN ASIA
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XI'AN, CHINA
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NOMINATION FORM

Please submit the completed form **by 5 May 2011** to:
The Director, International Cooperation and Assistance Division, OPCW
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands
Fax: + 31 (0)70 416 3209; e-mail: EmergAssistBr@opcw.org

Please type or use BLOCK LETTERS.

1.	Family name of nominee*			
2.	First name(s)			
3.	Date of birth	Day	Month	Year
4.	Citizenship			
5.	Gender**	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
6.	Passport number			
	Date of issue	Day	Month	Year
	Expiry date	Day	Month	Year
	Place of issue			
7.	Areas of expertise			
8.	Employer			
9.	Position			
10.	Contact address (Please do not give a post-office box number)			
11.	E-mail address			
12.	Telephone numbers, including country and city codes	Home		
		Work		
		Mobile		
13.	Fax numbers, including country and city codes	Home		
		Work		
14.	City of departure			
15.	Has the nominee previously attended a meeting of this kind?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If so, when and where?
16.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

* Please give the first and family names exactly as they appear in the nominee's passport.

** For this item and all like items, please tick the appropriate box.