



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/938/2011

6 June 2011

ENGLISH and SPANISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS
FOR A REGIONAL WORKSHOP
FOR STATES PARTIES IN LATIN AMERICA AND THE CARIBBEAN
ON ASSISTANCE AND PROTECTION AGAINST CHEMICAL WEAPONS
LIMA, PERU
21 – 23 SEPTEMBER 2011**

1. On behalf of the Government of Peru and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite States Parties in Latin America and the Caribbean to submit nominations for a regional workshop on assistance and protection against chemical weapons, to be held from 21 to 23 September 2011 in Lima, Peru.
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) regional approaches to assistance and protection, including the train-the-trainer approach; and
 - (d) challenges and new opportunities in the field of assistance and protection against chemical weapons and other toxic chemicals.
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. Participants from the Group of Latin American and Caribbean States (GRULAC) will give



presentations in order to share experiences, lessons learned, and ideas in the field of assistance and protection and emergency response against threats related to misuse of toxic chemicals.

4. The Secretariat expects to be able to sponsor the attendance at the workshop of a limited number of participants from States Parties of the GRULAC. 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, accommodation, and meals, 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.
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, 20 September 2011**, and to depart no later than **Saturday, 24 September 2011**. The Secretariat's approval 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 not been sponsored 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.
7. Participants are requested to obtain all necessary visas, including transit visas, before travelling to Peru.
8. 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 1 August 2011**. Please be advised that participants must present an OPCW acceptance letter in order to register for the workshop.
9. 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.
10. The provisional programme for the workshop is included as Annex 1 to this Note; further details will be issued at a later date. Any questions may be addressed to the Assistance and Protection Branch of the International Cooperation and Assistance

Division. The contact persons are Mr Alexander Studenikin, who can be reached at +31 (0)70 416 3261 and Ms Maria Elena Bruno-Pousadela, who can be reached at +31 (0)70 416 3217.

Annexes:

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

Annex 1

**REGIONAL WORKSHOP
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PROVISIONAL PROGRAMME

Time	Activity
<i>Wednesday, 21 September 2011</i>	
08:30 – 09:00	Registration
09:00 – 10:00	Presentation: The Convention and the implementation of Article X – plans for 2012 and beyond
10:00 – 10:45	Presentation: National protection programmes and the relevant decisions of the Conference of the States Parties
10:45 – 11:00	Group discussion: National protection programmes
11:00 – 11:15	Group photo
11:30 – 12:40	Opening ceremony and cocktails
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 – 15:35	<i>Coffee/tea break</i>
15:35 – 16:30	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
<i>Thursday, 22 September 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: APB training evaluation – requirements and challenges
10:45 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:45	Presentations: National presentations on the assistance and protection activities of the OPCW – evaluation, perspectives, and suggestions for improvement
12:45 – 14:00	<i>Lunch</i>
14:00 – 15:00	Group discussion: APB projects and programmes – impact, evaluation, tracking the participants, training the trainers, possible new initiatives, and suggestions for improvement
15:15 – 15:30	<i>Coffee/tea break</i>
15:30 – 16:30	Presentation: Preparedness of the Secretariat to respond in the event of a request for assistance
<i>Friday, 23 September 2011</i>	
09:00 – 11:30	Demonstration: Peruvian protection capabilities – demonstration by a national emergency response team of mitigation of the consequences of chemical incidents/accidents
11:30 – 11:45	<i>Coffee/tea break</i>
11:45 – 12:45	Discussion: Preparedness of the Secretariat and States Parties for delivery of assistance – regional assets and approach, future activities
12:45 – 14:00	<i>Lunch</i>
	Departure of participants

Annex 2

**REGIONAL WORKSHOP
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LIMA, PERU
21 – 23 SEPTEMBER 2011**

NOMINATION FORM

Please submit the completed form **by 1 August 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)	Street		
		Number	Post code	
		City		
		Country		
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.	Airport 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"/>		

* Family name and first name should be listed exactly as they appear in the nominee's passport.

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