



OPCW

Technical Secretariat

International Cooperation and Assistance Division

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8 April 2015

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**FIFTEENTH ANNUAL WORKSHOP TO COORDINATE ASSISTANCE AND
PROTECTION UNDER ARTICLE X OF THE CHEMICAL WEAPONS CONVENTION
ANTALYA, TURKEY
30 JUNE – 2 JULY 2015**

1. On behalf of the Government of Turkey and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Technical Secretariat (hereinafter “the Secretariat”) wishes to invite Member States to nominate participants for the “Fifteenth Annual Workshop to Coordinate Assistance and Protection under Article X of the Chemical Weapons Convention”, which will be held in Antalya, Turkey, from 30 June to 2 July 2015.
2. The workshop will provide a forum in which States Parties will share their experiences in relation to the implementation of Article X of the Chemical Weapons Convention (hereinafter “the Convention”), and exchange views on new approaches and trends in this regard.
3. The workshop is intended to draw together officials and experts from National Authorities, government ministries involved in responding to chemical emergencies, the chemical industry, and relevant organisations associated with the implementation of Article X. Participants will review relevant OPCW activities during the last year, exchange ideas regarding challenges relating to the implementation of Article X, and discuss issues related to the preparedness of the OPCW to respond to a chemical weapons incident.
4. Given the purpose of the workshop and its technical nature, candidates will be carefully selected and should be involved in implementing Article X in their respective countries or work in areas directly related to the implementation of this Article of the Convention. Taking into account the fact that the workshop and associated discussions will be take place in English, it is a strong requirement that participants have a good command of the English language, both written and oral.
5. The Secretariat expects to be able to cover the travel costs of a limited number of participants nominated by Member States. When proposing candidates for the workshop, Member States should specify whether such sponsorship is a condition of their 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. Within two weeks after the application deadline, selected participants will receive an acceptance letter from the



Secretariat, confirming that they will be able to attend the workshop. Further details about accommodation, the workshop venue, and transport will be issued to participants at a later date.

6. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. Participants are expected to arrive **on Monday, 29 June 2015** and to depart **no later than Friday, 3 July 2015**. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Turkey. 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. Selected participants who are non-sponsored are requested to make their own travel arrangements.
7. Interested Member States and stakeholders are invited to complete the nomination form that is included as Annex 2 to this Note, giving each nominee's full name, passport details and address, fax and telephone numbers, email address and area(s) of expertise. The completed nomination form, together with a brief curriculum vitae for each nominee, should be sent to the Assistance and Protection Branch, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. Nominations may also be submitted by fax to +31 (0)70 416 3209 or by email to EmergAssistBr@opcw.org. Nominations should be submitted as soon as possible, but **no later than 8 May 2015**, to allow sufficient time for the Secretariat and the Turkish authorities to make the necessary arrangements.
8. 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 Ms Ditta Ciganikova, who can be reached at +31 (0)70 416 3261 and Ms María Elena Bruno-Pousadela, who can be reached at +31 (0)70 416 3217.

Annexes:

Annex 1: Provisional Programme

Annex 2: Nomination Form

Annex 1

**FIFTEENTH ANNUAL WORKSHOP
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PROVISIONAL PROGRAMME

Time	Activity
Tuesday, 30 June 2015	
08:30 – 09:00	Registration of participants
09:00 – 09:20	Opening remarks (Shawn DeCaluwe, Head APB ¹)
09:20 – 09:40	Workshop objectives and administrative issues (D. Ciganikova, APB)
09:40 – 10:00	Group photo
10:00 – 10:15	<i>Coffee/tea break</i>
Session 1: General Aspects of Article X of the Convention	
10:15 – 10:45	Presentation: Assistance and protection: main outcomes in 2014 and overview of activities in 2015 (Shawn DeCaluwe, Head APB)
10:45 – 11:00	Questions and answers
11:00 – 11:45	Presentation: International Support Network for Victims of Chemical Warfare (S. Khateri, APB)
11:45 – 12:30	Questions and answers
12:30 – 14:00	<i>Lunch</i>
Session 2: Provision of Expert Advice under Paragraph 5 of Article X	
14:00 – 14:30	Presentation: Information on the 2014 meeting of training centres in assistance and protection (Bratislava, Slovakia, September 2014)
14:30 – 14:45	Questions and answers
14:45 – 15:30	Group discussion
15:30 – 15:45	<i>Coffee/tea break</i>
15:45 – 16:30	Output from group discussion
18:00	Reception hosted by the OPCW
Wednesday, 1 July 2015	
Session 3: Regional Concept in Assistance-and-Protection training activities	
09:00 – 09:15	Presentation: Updates on the implementation of the regional concept in Assistance-and-Protection training activities (D. Ciganikova, APB)
09:15 – 09:30	Activities in the GRULAC ² region (J. Quintero, APB)
09:30 – 09:45	Activities in the African region (O. Meless, APB)
09:45 – 10:00	Activities in the Asian region (D. Ciganikova, APB)
10:00 – 10:15	General remarks (D. Ciganikova, APB)
10:15 – 10:30	<i>Coffee/tea break</i>
10:30 – 12:30	Group discussion: capacity building

¹ APB = Assistance and Protection Branch.

² GRULAC = Group of Latin American and Caribbean States.

Time	Activity
12:30 – 14:00	<i>Lunch</i>
14:00 – 14:30	Output from group discussion
Session 4: Evaluation of APB programmes	
14:30 – 15:00	Presentation: Evaluation of APB programmes and projects (O. Meless, APB)
15:30 – 15:45	<i>Coffee/tea break</i>
15:45 – 17:30	Group discussion
17:30 – 18:00	Output of group discussion
Thursday, 2 July 2015	
Session 5: Cooperation with international organisations	
09:00 – 09:30	Presentation: Outcomes of the CTITF ³ coordination meeting, The Hague, March 2015
09:30 – 09:45	Questions and answers
09:45 – 10:15	Presentation: CBRN national action plans: National case study (TBD)
10:15 – 10:30	<i>Coffee/tea break</i>
10:30 – 12:00	Group discussion
12:00 – 12:30	Output from group discussion
12:30 – 14:00	<i>Lunch</i>
14:00 – 15:45	Summary of the workshop
15:45 – 16:00	Closing remarks
17:00	Departure of participants

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CTITF = United Nations Counter-Terrorism Implementation Task Force.

Annex 2

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ANTALYA, TURKEY
30 JUNE – 2 JULY 2015**

NOMINATION FORM

Please submit the completed form by **8 May 2015** to:
The International Cooperation and Assistance Division, OPCW
Attn: Assistance and Protection Branch
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands
Fax: + 31 (0)70 416 3209; Email: EmergAssistBr@opcw.org

Please type or use BLOCK LETTERS

1.	Family name of nominee *		
2.	First name(s) *		
3.	Gender **	Male <input type="checkbox"/>	Female <input type="checkbox"/>
4.	Date of birth		
5.	Contact address (please do not give a post-office box number)	Street	Number
		Postcode	City
		Country	
6.	Email address		
7.	Telephone numbers, including country and city codes	Home	
		Work	
		Mobile	
8.	Fax numbers, including country and city codes	Home	
		Work	
9.	Passport number		
10.	Date of issue		
11.	Place of issue		
12.	Date of expiry		
13.	Employer or affiliation		
14.	Area(s) of expertise	-----	

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

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

15.	Nominated by:		
16.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
17.	Brief recommendation from the National Authority	<hr style="border-top: 1px dashed black;"/> <hr style="border-top: 1px dashed black;"/> <hr style="border-top: 1px dashed black;"/> <hr style="border-top: 1px dashed black;"/>	
18.	Dietary preferences	None <input type="checkbox"/>	Halal <input type="checkbox"/>
		Vegetarian <input type="checkbox"/>	Other (please specify) <input type="checkbox"/> :
19.	Signature, with seal or stamp, of an authorised representative of the National Authority		
			Date: