

**NOTE BY THE TECHNICAL SECRETARIAT****REQUEST FROM THE DIRECTOR-GENERAL TO STATES PARTIES  
FOR VOLUNTARY CONTRIBUTIONS TO A NEW TRUST FUND FOR UPGRADING  
THE OPCW CHEMICAL LABORATORY TO A CENTRE FOR  
CHEMISTRY AND TECHNOLOGY**

1. The Programme and Budget of the Technical Secretariat of the OPCW (hereinafter “the Secretariat”) provides resources for the implementation of the Organisation’s programme over a one-year period. The Programme and Budget is primarily funded by assessed contributions from States Parties as well as reimbursements of Article IV and Article V verification costs by States Parties. The nature, scope, and duration of the activities included in the Programme and Budget are planned in advance and the resources required to implement them can be estimated with a high degree of accuracy.
2. The OPCW also funds a number of its activities using voluntary contributions. In accordance with Financial Regulation 6.8, trust funds may be established by the Director-General and reported through the Executive Council to the Conference of the States Parties. Trust funds are established for clearly defined activities of the OPCW and are administered in accordance with the applicable financial regulations and rules.
3. On 10 July 2017, the Secretariat issued Note S/1512/2017 entitled “Upgrading the OPCW Chemical Laboratory to a Centre for Chemistry and Technology”, informing States Parties of the goals and objectives envisioned under the proposed development of a Centre for Chemistry and Technology (“the Chemtech Centre”). The project aims at upgrading the OPCW Laboratory and Equipment Store to keep pace with current threats as well as scientific and technological developments. Another goal is to provide training and support capacity building in our States Parties. This requires a laboratory that operates on par with our network of partner laboratories in terms of facilities, equipment, and scientific capabilities; a laboratory that is able to conduct a limited number of research activities to support and strengthen the verification toolkit, either on its own or in cooperation with our partner laboratories or partners in academia; and a laboratory that is able to provide and support means for the retention of chemical weapons-related knowledge. The project is also required to enhance the Secretariat’s capability to assist States Parties in research and capacity-building activities, if need be, with the Chemtech Centre providing critical support. This will enable the OPCW to provide in-house capacity-building programmes for States Parties, which would be of the same standard as that received by OPCW staff, thereby contributing to more in-depth sharing of knowledge among all concerned parties. At the same time, an upgraded Equipment Store will form the logistics hub of the Secretariat for all inspection and verification-related activities.



4. A new “Trust Fund for a Centre for Chemistry and Technology” (hereinafter the “Trust Fund”) has been established to provide funding for the implementation of the project. This step has been taken subsequent to feedback from States Parties and takes into account the fact that for several years the OPCW has been operating on the basis of a zero nominal growth budget, a practice that will continue for the foreseeable future. Furthermore, the upgrading of the Laboratory is to be considered a non-recurring activity outside of the regular budget. The Trust Fund will be financed solely from voluntary contributions designated for that purpose.
5. All activities related to the project will be covered by the Trust Fund, while the running costs of the Chemtech Centre would be incorporated in the future operational budgets of the Secretariat. Subject to the outcome of the assessment of comprehensive requirements, activities related to the project would include but would not be limited to the following:
  - (a) contracts for project consultancy services, including a contract for project management services and for the full design of the renovated space or the new facility;
  - (b) facility construction or upgrading, including refurbishing;
  - (c) purchase of equipment; and
  - (d) planning and execution of the move to the new premises.
6. The resource requirements of the Trust Fund are estimated at EUR 20 to 25 million, depending both on the choice of building a new or renovating an existing facility and the level of ambition, considering the requirements.
7. The needs statement for the project, which will include more detailed cost estimates and an overview of items that will be charged against the Trust Fund, is being finalised and will be circulated to States Parties very soon.
8. The Secretariat will provide the States Parties with regular progress updates relating to project activities.
9. The Trust Fund will be administered in accordance with the OPCW Financial Regulations and Rules. All voluntary contributions must be made on the basis of a written agreement with the Secretariat. In order to ensure efficiency, donors are urged to use the agreement templates developed by the Secretariat for this purpose, which can be provided by the Secretariat upon request.
10. The Director-General urges all States Parties to promptly make voluntary contributions to the Trust Fund.
11. States Parties wishing to make contributions to the Trust Fund are invited to contact Mr Uday Dayal, Head, Budget and Finance, with regard to practical arrangements (Telephone: +31 (0)70 416 3255; Email: [uday.dayal@opcw.org](mailto:uday.dayal@opcw.org)).
12. The Secretariat wishes to express in advance its gratitude to those States Parties that decide to make voluntary contributions to the new Trust Fund.