



S/1781/2019
5 August 2019
ENGLISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS FOR A SEMINAR ON THE CHEMICAL WEAPONS
CONVENTION AND CHEMICAL SAFETY AND SECURITY MANAGEMENT
FOR MEMBER STATES OF THE OPCW IN THE ASIAN REGION
COLOMBO, SRI LANKA
3 – 5 DECEMBER 2019**

1. On behalf of the Government of Sri Lanka and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General is pleased to invite National Authorities and/or governmental representatives responsible for chemical safety and chemical security management, representatives from chemical industry associations, and managers involved in chemical industry safety and security and in Responsible Care®, with a strong background in chemistry and/or chemical engineering, to submit applications for a seminar for Member States of the OPCW in the Asian Region on the Chemical Weapons Convention (hereinafter “the Convention”) and chemical safety and security management, to be held in Colombo, Sri Lanka, from 3 to 5 December 2019.
2. The seminar is being organised in order to improve the national framework for chemical safety and security management, to facilitate the oversight of high-risk chemical facilities, and to promote international cooperation programmes that focus on the implementation of chemical safety and security management in view of implementing Article XI of the Convention. The aim of this seminar is to raise awareness of the importance of chemical safety and security policy and guidelines to prevent chemical accidents and potential misuse of toxic chemicals in the Asian region. The overall goal is to sensitise States Parties to the new approaches in chemical law that can be adopted in relation to chemical safety and security management, with a particular focus on national policy and legal frameworks, to promote and share good practices among chemical industries. By promoting and disseminating best practices in chemical safety and security, the seminar will benefit policymakers, chemical industry personnel involved in safety and security management issues, National Authorities, and chemical industry associations in Member States of the OPCW in the Asian region, indirectly benefitting the general public as a whole.
3. The objectives of the seminar are to:
 - (a) provide an opportunity for participating States Parties to consider and discuss policies and issues related to chemical safety and security management that have a direct bearing on the effective implementation of the Convention;



- (b) contribute to the sharing of information and the exchange of experiences on the practical implementation of chemical safety and security management programmes;
 - (c) deepen the discussion on the specific topic of needs such as risk assessment, risk mitigation measures, and performance auditing;
 - (d) foster wider cooperation between States Parties on issues related to the chemical industry in order that the objectives of Article XI of the Convention relating to the promotion of peaceful uses of chemistry can be achieved; and
 - (e) enhance and promote the safe handling of chemicals at the national level.
4. This seminar will allow ample time for question-and-answer sessions, and will include theoretical and practical components. During the seminar, participants will be provided with updated information on, inter alia, current practices and concepts relating to the safety and security management, modern safety and security strategies, current models on chemical safety and security policies, current trends in safety and security management strategies in the chemical industry, and chemical site security management and safety and security culture. Best practices from the chemical industry will also be presented. Leading experts in chemical safety and security management will give presentations and facilitate the discussions.
5. The following issues will be discussed:
 - (a) existing national frameworks on chemical safety and security management;
 - (b) best practices of the local chemical industry and/or chemical industry associations;
 - (c) safe handling of chemicals at the regional and international level;
 - (d) chemical process safety and security; and
 - (e) models for risk assessment, safety management, and emergency management of industrial incidents.
6. Seminar participants will be expected to prepare brief presentations on current policies, legislation, or directives on safety and security management practices based on their experience, including suggestions for improving the safety management culture in their respective countries or companies for which they work.
7. The Technical Secretariat (hereinafter “the Secretariat”) expects to be able to sponsor a limited number of participants. For sponsored participants, the Secretariat will cover the costs of travel, meals, and medical insurance, and will provide a limited subsistence allowance to cover sundry expenses. The Secretariat will also arrange and pay for accommodation for sponsored participants. A letter with the detailed programme will be sent to all registered participants.

8. Applications from Member States should be forwarded through their respective National Authorities. Each application should specify whether sponsorship is a condition of the participation of the nominee. Member States are welcome to nominate participants for whom sponsorship is not required. The Secretariat strongly encourages applications from qualified female candidates.
9. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. It will purchase tickets and send them to the participants. In order for the Secretariat to keep costs to a minimum, participants are expected to **arrive no earlier than Monday, 2 December 2019** and to **depart no later than Friday, 6 December 2019**. The agreement of the Secretariat is required for any changes to the arrival and departure dates. The Secretariat will not cover expenses unrelated to the seminar or that result from changes to travel arrangements that it has not authorised. Sponsored participants must bear all costs resulting from changes they make, including cancellations, once the Secretariat has purchased tickets. Participants who have not been sponsored are requested to make their own travel and accommodation arrangements.
10. Participants are requested to obtain any necessary visas (including transit visas) before travelling to the seminar. When applying for an entry visa, they should present the Embassy or Consulate of Sri Lanka with a copy of the acceptance letter from the OPCW. **Only selected candidates will be notified by the Secretariat.**
11. The seminar will be conducted in English. All participants are therefore expected to have a good written and oral command of the English language.
12. Interested applicants from National Authorities and their relevant stakeholders are invited to apply online through Eventus—the OPCW event management system (<https://apps.opcw.org/eventus>). Nominations from those who have not yet participated in an OPCW chemical safety and security management seminar are especially encouraged. Applicants should create an account in Eventus and then register for the training course. Please note that all questions marked with an asterisk (*) in the online form must be answered and an endorsement letter from the National Authority must be completed in order for the nomination to be received and for the candidate to be considered for this event. The endorsement form, which is attached to this Note as Annex 2, must be uploaded during the course registration process. Interested applicants who, for technical reasons, are unable to submit their application online via Eventus are requested to email the nomination form (Annex 1) along with the endorsement from the National Authority to icb@opcw.org with a reference to the name and location of the event in the subject line of the message. All applications must be received by the Secretariat **no later than 18 October 2019**.
13. Additional information about the seminar may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division of the OPCW. The OPCW contact person for the seminar is Mr Rohan Perera who can be reached by telephone (+31 (0)70 416 3615) or email (icb@opcw.org).

Annexes:

- Annex 1: Nomination Form
Annex 2: Endorsement Form

Annex 1

**SEMINAR ON THE CHEMICAL WEAPONS CONVENTION
AND CHEMICAL SAFETY AND SECURITY MANAGEMENT
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NOMINATION FORM

Please submit by **18 October 2019** to:
icb@opcw.org

Please type or use BLOCK LETTERS

Family name of nominee*			
First name(s)*			
Date of birth	Day	Month	Year
Citizenship			
Gender**	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Passport number			
Date of issue	Day	Month	Year
Expiry date	Day	Month	Year
Place of issue			
Areas of expertise (please attach the applicant's curriculum vitae, a passport-size photograph, and the title of the planned presentation (including a one-paragraph abstract))			
Employer			
Position			
Contact address (please do not give a post-office box number)	Street		
	Number	Postcode	
	City		
	Country		
Airport of departure			
Email address			
Telephone numbers, including country and city codes	Home		
	Work		
	Mobile		
Fax numbers, including country and city codes	Home		
	Work		
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.

Annex 2

**SEMINAR ON THE CHEMICAL WEAPONS CONVENTION
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ENDORSEMENT BY THE NATIONAL AUTHORITY

This form must be signed, duly sealed, and uploaded when submitting your application online
(<https://apps.opcw.org/eventus>)

Please type or use BLOCK LETTERS

I, _____, Head/Chief Coordinator of the
National Authority of the State Party of _____, on behalf
of the Government of _____, hereby endorse the nomination
of Mr/Ms _____, holding
the position/designation of _____
in the Office/Division/Branch of _____,
as indicated in the attached nomination form, for participation in the seminar on the Chemical
Weapons Convention and chemical safety and security management, to be held in Colombo,
Sri Lanka, from 3 to 5 December 2019.

Signature: _____

Name: _____

Designation: _____

Official seal of the Organisation: