



S/1845/2020*
19 February 2020
ENGLISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS FOR THE NINETEENTH REGIONAL MEETING OF
NATIONAL AUTHORITIES OF STATES PARTIES IN EASTERN EUROPE
WARSAW, POLAND
2 – 4 JUNE 2020**

1. On behalf of the Government of Poland and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite National Authorities to nominate representatives to attend the Nineteenth Regional Meeting of National Authorities of States Parties in Eastern Europe, which will be held in Warsaw, Poland, from 2 to 4 June 2020.
2. At its Eighth Session, the Conference of the States Parties adopted a plan of action regarding the implementation of obligations under Article VII of the Chemical Weapons Convention (hereinafter “the Convention”) (C-8/DEC.16, dated 24 October 2003). On many occasions, States Parties have highlighted the value of a comprehensive and integrated approach to national implementation that is in line with each State Party’s constitutional requirements, and aimed at filling gaps in national implementation and ensuring that national implementation measures address the specific needs of each State Party and are consistent with the provisions of the Convention.
3. This regional meeting of National Authorities, to be held from 2 to 4 June 2020, will serve as a forum in which the States Parties in the region can address various national implementation issues, the National Implementation Framework, capacity-building programmes and activities organised by the Technical Secretariat (hereinafter “the Secretariat”), and other issues relating to the Convention. National Authorities will also share good practices and challenges in acting as focal points for effective liaison with the OPCW for national implementation of the Convention.
4. The objectives for the meeting are to:
 - (a) review and discuss the status of national implementation of the Convention and needs for capacity-building support;

* Reissued for technical reasons.



- (b) discuss best practices and experiences in development of action plans and the use of the National Implementation Framework for the Convention;
 - (c) discuss the efforts of the International Cooperation and Assistance Division (ICA) and its initial planning for an impact assessment of its capacity-building programmes and activities, including the lessons-learned workshop on the Mentorship/Partnership Programme;
 - (d) discuss approaches and experiences for the identification of new declarable companies and activities;
 - (e) further increase the use of the Electronic Declaration Information System (EDIS), strengthen participants' competencies, and share EDIS implementation experiences; and
 - (f) hold bilateral meetings with representatives of National Authorities on issues pertaining to national implementation and address country-specific issues.
5. The expected results of the meeting include the following:
- (a) a shared understanding of the regional priorities and needs regarding capacity-building support as well as agreement to move forward to work on these priorities;
 - (b) increased awareness and understanding of the ICA impact assessment;
 - (c) identification of best practices in national implementation of the Convention, which can enhance the operationalisation of the National Implementation Framework;
 - (d) increased awareness among States Parties on modalities for further enhancing national implementation of Article VI of the Convention;
 - (e) increased adoption of EDIS amongst participating States Parties in the region and collection of feedback on the current version of the system, as well as recommendations for future enhancements; and
 - (f) increased awareness among States Parties on the benefits and concrete results of participating in OPCW capacity-building programmes and activities, and the collection of feedback on the needs of States Parties and means of improving programme delivery.
6. The provisional programme for the regional meeting is included in Annex 1 to this Note.
7. The Secretariat will sponsor one representative from the National Authority of each State Party in the region. States Parties may consider submitting self-funded nominations. However, in order to ensure the effectiveness of deliberations, a maximum of one nomination for a non-sponsored participant may be submitted. Each nomination should specify whether sponsorship is a condition of the nominee's participation.

8. National Authority representatives nominated to participate in the regional meeting will be requested to prepare and deliver presentations. Nominated participants are required to indicate the specific theme or themes of their presentations in Annex 2 (Part B).
9. For sponsored participants, the Secretariat will cover the costs of travel, hotel accommodation, meals and medical insurance, in addition to a limited subsistence allowance to cover terminal and sundry expenses. Sponsored participants who do not intend to use the accommodation arranged by the Secretariat are requested to indicate this as soon as possible to prevent the Secretariat from incurring hotel cancellation fees. In any case, the Secretariat will not cover the costs of any accommodation that it has not arranged.
10. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. The Secretariat will purchase tickets and send them to the participants. Participants will be allowed to purchase tickets locally only if this is authorised by and leads to further savings for the Secretariat. In order to keep costs to a minimum, sponsored participants from National Authorities are expected **to arrive no earlier than Monday, 1 June 2020 and to depart no later than Friday, 5 June 2020.**
11. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Poland. When applying for any required entry visas, they should present the Embassy or Consulate of Poland with a copy of the acceptance letter from the OPCW. The meetings will be conducted in English. All participants are therefore expected to have a good oral and written command of English.
12. Interested National Authority representatives are invited to register their nominations online—**not later than 1 May 2020**—through the OPCW event management system Eventus (<https://apps.opcw.org/eventus>). **Each nomination must be accompanied by an endorsement form (Annex 2, Part A) from the candidate's respective National Authority and a completed questionnaire (Annex 2, Part B).** Annex 2 (Parts A and B) should be attached in Eventus during the registration process. National Authorities are kindly requested to note that **the Secretariat will not accept any nominations submitted after the deadline or incomplete nominations that do not contain responses to Annex 2, Part B and after the final submission deadline.**
13. Any queries or additional information about this meeting or registration for it may be obtained from the Implementation Support Branch of the International Cooperation and Assistance Division of the OPCW. The contact persons are Mr Vaclovas Semaskevicius (Email: vaclovas.semaskevicius@opcw.org; Tel: +31 (0) 70 416 3270) and Mr Victor Barros Correia (Email: victor.barros-correia@opcw.org; Tel. +31 (0) 70 416 3430).

Annexes:

- Annex 1: Provisional Programme
Annex 2: Endorsement Form (Part A) and Questionnaire (Part B)

Annex 1

**NINETEENTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN EASTERN EUROPE
WARSAW, POLAND
2 – 4 JUNE 2020**

PROVISIONAL PROGRAMME

| Time | Activity |
|--------------------------------------|---|
| <i>Tuesday, 2 June 2020</i> | |
| 09:30 – 10:00 | Opening remarks and group photo |
| 10:00 – 10:15 | Introduction: objectives and expected outcomes |
| 10:15 – 11:00 | Recent developments relevant to the national implementation of the Chemical Weapons Convention (background and rationale for the regional framework; implementation support activities in relation to Articles VI, VII, X, and XI; change to the Annex on Chemicals (Schedule 1)) |
| 11:00 – 11:30 | <i>Coffee/tea break</i> |
| 11:30 – 12:00 | Regional priorities for the capacity-building programmes of the Technical Secretariat |
| 12:00 – 13:00 | Discussion |
| 13:00 – 14:30 | <i>Lunch</i> |
| 14:30 – 15:30 | Follow-up on recent digitalisation of Article VI declarations; question-and-answer session |
| 15:30 – 16:00 | States Parties' presentations on national experiences in using EDNA/SIX ^{1, 2} |
| 16:00 – 16:30 | <i>Coffee/tea break</i> |
| 16:30 – 17:00 | States Parties' presentations on national experiences in migrating to EDIS |
| 17:00 – 17:30 | Article VI implementation optimisation project |
| 17:30 – 18:00 | Wrap-up of Day 1 |
| <i>Wednesday, 3 June 2020</i> | |
| 09:30 – 10:00 | States Parties' presentations on implementation of their action plans and/or the use of the National Implementation Framework |
| 10:00 – 10:30 | States Parties' presentations on national experiences in identifying declarable activities, including industry outreach and cooperation with customs authorities |
| 10:30 – 11:00 | <i>Coffee/tea break</i> |
| 11:00 – 12:00 | Secretariat support in identifying declarable chemical industry under Article VI; question-and-answer session |
| 12:00 – 13:30 | <i>Lunch</i> |
| 13:30 – 14:30 | Break-out group discussion on identification of best practices in various areas of national implementation of the Convention that can be incorporated into the National Implementation Framework |
| 14:30 – 15:00 | Presentation and discussion of the findings of the groups |
| 15:00 – 15:30 | <i>Coffee/tea break</i> |

¹ EDNA = electronic declaration software for National Authorities.

² SIX = Secure Information Exchange.

| Time | Activity |
|-------------------------------------|--|
| 15:30 – 17:00 | Workshop-style exercise on Article VI declarations and/or identification of declarable activities/chemical industry (in groups) |
| 17:00 – 17:30 | Wrap-up of Day 2 |
| <i>Thursday, 4 June 2020</i> | |
| 09:00 – 09:30 | Host country presentation |
| 09:30 – 10:30 | Session on sharing the outcomes of recently attended ICA capacity-building events |
| 10:30 – 11:00 | <i>Coffee/tea break</i> |
| 11:00 – 11:30 | Discussion |
| 11:30 – 12:00 | Presentation on the impact assessment of ICA activities |
| 12:00 – 13:30 | <i>Lunch</i> |
| 13:30 – 15:00 | Presentations by the Secretariat on programmes on chemical safety and security and the development of chemical laboratory capabilities, followed by national presentations on good practices and capacity- building needs and requirements |
| 15:00 – 15:30 | <i>Coffee/tea break</i> |
| 15:30 – 16:30 | Bilateral consultations between National Authorities and Secretariat representatives on various Convention implementation issues, as well as amongst National Authorities on their contribution to ICA capacity-building programmes |
| 16:30 – 17:00 | Wrap-up of Day 3 |
| 17:00 – 17:30 | Way ahead, evaluation, and closing ceremony |

Annex 2

(Part A)

**NINETEENTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN EASTERN EUROPE
WARSAW, POLAND
2 – 4 JUNE 2020**

ENDORSEMENT BY THE NATIONAL AUTHORITY

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

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 _____,
for participation in the Nineteenth Regional Meeting of National Authorities of States Parties
in Eastern Europe, to be held in Warsaw, Poland, from 2 to 4 June 2020.

Signature: _____

Name: _____

Designation: _____

Official seal of the National Authority:

Annex 2**(Part B)****NINETEENTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN EASTERN EUROPE
WARSAW, POLAND
2 – 4 JUNE 2020****QUESTIONNAIRE**

Does your country have a national Convention implementation plan? Yes No

Please explain:

What activities have been implemented by your National Authority since the previous regional meeting in 2019? What results have been achieved?

What activities have been planned by your National Authority for 2020?

What challenges in Convention implementation have been encountered recently by your National Authority and how have they been addressed?

Please indicate (underline) the theme (or several themes) on which you plan to make your presentation:

- Development of a Convention action plan and/or use of the National Implementation Framework
- Identification of declarable activities, including industry outreach and cooperation with customs authorities
- The outcomes of recently attended ICA capacity-building events
- Good practices and capacity-building needs and requirements in chemical safety and security management
- National experiences in using EDNA/SIX
- National experiences in migrating to EDIS