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20 July 2023  
ENGLISH only

**NOTE BY THE TECHNICAL SECRETARIAT**

**TENTH ANNUAL MEETING OF REPRESENTATIVES OF THE CHEMICAL  
INDUSTRY AND NATIONAL AUTHORITIES OF STATES PARTIES  
TO THE CHEMICAL WEAPONS CONVENTION  
DOHA, QATAR  
24 – 26 OCTOBER 2023**

1. On behalf of the Government of Qatar, the OPCW Technical Secretariat (hereinafter “the Secretariat”) wishes to invite National Authorities and representatives from national chemical industry associations to submit applications for the Tenth Annual Meeting of Representatives of the Chemical Industry and National Authorities of States Parties to the Chemical Weapons Convention, to be held in Doha, Qatar, from 24 to 26 October 2023.
2. The event seeks to enhance cooperation between the chemical industry and National Authorities to support the full and effective implementation of the Chemical Weapons Convention (hereinafter “the Convention”).
3. The chemical industry has been recognised as a key stakeholder in the implementation of the Convention. The Third Special Session of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention highlighted the important role that the chemical industry has to play in the implementation of the Convention, and encouraged the Secretariat to continue to strengthen its relations with regional and international chemical industry associations.
4. The objectives of the meeting are to:
  - (a) promote cooperation between National Authorities and the chemical industry;
  - (b) provide a forum to share experiences, challenges, and good practices in relation to the implementation of the Convention at national, regional, and global level; and
  - (c) enhance awareness of particular requirements in relation to the Convention among representatives of the chemical industry and National Authorities, and thereby enhance the capacity of both stakeholders to implement relevant provisions in a timely and effective manner.
5. The provisional programme for the meeting is attached as the Annex to this Note. The meeting will focus on:
  - (a) identifying declarable industry activities – challenges and best practices; and
  - (b) coordination between National Authorities, the chemical industry, and customs authorities in enforcing the transfers regime of the Convention.



6. Participants in the meeting may be invited to deliver presentations in order to share experiences or information on any of the above topics.
7. States Parties with relevant chemical industry activities and stakeholders are invited to nominate **two participants** for this meeting, one from the National Authority and one from a national chemical industry or chemical trade association. Nominations with only one participant from a State Party (either from the National Authority or a chemical industry representative) will not be considered.
8. States Parties are strongly encouraged to nominate candidates who have not participated in previous such meetings. The meeting will host a maximum of 50 participants from 25 States Parties. Priority will be given to States Parties that have not previously participated in this event. **Further, States Parties and National Authorities are strongly encouraged to support and endorse nominations of suitable female candidates for the event.**
9. The meeting will be conducted in English. All participants are therefore expected to have a good command of English.
10. The Secretariat will sponsor two participants per State Party. For sponsored participants, the Secretariat will cover the costs of travel, accommodation, meals, and medical insurance for the duration of the meeting, and will provide a limited subsistence allowance to cover sundry expenses. The Secretariat will not pay for medical assistance. Participants should therefore be fit to travel. All participants taking prescribed medication should arrive with sufficient supplies for the duration of the event.
11. Applications by the nominated participants should be submitted online through Eventus—the OPCW event management system (<https://apps.opcw.org/eventus>)—by **Thursday, 17 August 2023**. Applications must be reviewed and endorsed digitally in Eventus by the respective National Authority in order to be considered by the Secretariat for the final review.
12. Additional information about the meeting may be obtained from the Implementation Support Branch of the International Cooperation and Assistance Division of the OPCW. The contact persons are Mr Solomon Haile (Tel.: +31 6 5007 4096, Email: [solomon.haile@opcw.org](mailto:solomon.haile@opcw.org)) and Mr Alberto Fernandez (Tel.: +31 70 416 3850, Email: [alberto.fernandez@opcw.org](mailto:alberto.fernandez@opcw.org)).

Annex: Provisional Programme

## Annex

**TENTH ANNUAL MEETING OF REPRESENTATIVES OF THE CHEMICAL  
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**PROVISIONAL PROGRAMME**

|  | <b>Activity</b>   |
|--|---|
| <b><i>Tuesday, 24 October 2023</i></b> |   |
|  | Welcome address by the Chairman of the Qatar National Committee for the Prohibition of Weapons (NCPW)   |
|  | Opening remarks by the OPCW   |
|  | Objectives of the meeting and programme overview – OPCW   |
|  | National presentation by Qatar – Dr Salwan Abood, NCPW  |
|  | Overview of science and policy-related developments – OPCW  |
|  | Update on Article VI verification matters – OPCW  |
|  | Updates from industry and trade organisations: <ul style="list-style-type: none"> <li>– International Council of Chemical Associations (ICCA)</li> <li>– International Chemical Trade Association (ICTA)</li> </ul> |
|  | <b>Theme 1 – Identifying declarable industry activities – challenges and best practices</b>   |
|  | Introductory presentation – OPCW  |
|  | National presentations  |
|  | Plenary discussion  |

|  | <b>Activity</b>   |
|--|---|
| <b><i>Wednesday, 25 October 2023</i></b> |   |
|  | Break-out group discussion: “Best practices in addressing challenges and reaching out to relevant stakeholders”   |
|  | Reporting back from break-out groups<br><br>Plenary discussion  |
|  | <p><b>Theme 2 – Coordination between the National Authority, the chemical trade industry, and customs authorities</b></p> <p>Brief introduction: The Convention transfers regime for scheduled chemicals and the role of relevant stakeholders – OPCW</p> <p><u>Panel discussion:</u></p> <p>Challenges and best practices in implementing/enforcing the Convention transfers regime for the import and export of scheduled chemicals:</p> <ul style="list-style-type: none"> <li>– ICTA</li> <li>– World Customs Organization</li> <li>– OPCW</li> <li>– Two States Parties representatives</li> </ul> |
| <b><i>Thursday, 26 October 2023</i></b>  |   |
|  | The importance of comprehensive implementing legislation for facilitating industry declarations and industry compliance with Convention obligations – OPCW  |
|  | National presentations  |
|  | Plenary discussion  |
|  | Presentation of the meeting outcome to the Chairman of the NCPW   |
|  | Closing remarks   |