



**OPCW**

**Secretariat**

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International Cooperation and Assistance Division

S/243/2001

12 February 2001

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**AN INVITATION TO PARTICIPATE IN THE THIRD ANNUAL MEETING OF  
NATIONAL AUTHORITIES  
THE HAGUE, 11 - 13 MAY 2001**

1. The OPCW Secretariat (hereinafter the “Secretariat”) wishes to invite the personnel of National Authorities to participate in the third annual meeting of National Authorities, to be held at the OPCW headquarters in The Hague from 11 - 13 May 2001.
2. The aims of the meeting are as follows:
  - (a) to facilitate the exchange of information and experiences as regards the implementation of the Chemical Weapons Convention, and to promote cooperation amongst National Authorities in this regard;
  - (b) to identify common implementation problems and to facilitate their resolution through cooperative efforts involving States Parties and the Secretariat; and
  - (c) to promote enhanced awareness of the role of legislation in the implementation process.
3. This third annual meeting is being organised within the context of the Secretariat’s efforts to assist National Authorities in their capacity-building, with a view to the increasingly effective implementation of the Convention. The meeting will consist of the following four parts:
  - (a) a one-day workshop on the role of legislation in the implementation of the Convention;
  - (b) an information update and an exchange of experiences amongst National Authorities;
  - (c) regional meetings of National Authorities; and
  - (d) consultations between individual National Authorities and Secretariat officials on implementation issues.
4. The thematic workshop on the first day of the meeting, on Friday 11 May, is intended to increase the awareness of National Authorities of the importance of implementing legislation for the successful implementation of the Convention. Amongst other issues, the workshop will specifically address the topic of regulations under the Convention with respect to the import and export of scheduled chemicals.

5. On the morning of Saturday 12 May the Secretariat will provide an update on the status of implementation of the Convention, including progress towards universality and CW destruction, as well as Secretariat activities in the areas of assistance and protection against chemical weapons, and technical cooperation. This morning session will provide an opportunity to review the issues most commonly encountered by States Parties when preparing declarations and receiving inspections. The Secretariat will also provide an overview of the items on the provisional agenda of the Sixth Session of the Conference of the States Parties. In the afternoon of the same day the personnel of National Authorities will be able to meet in their respective regional groups, to discuss issues relevant to their regions.<sup>1</sup> Each group will be expected to summarise its discussions during the last session on that day. It is hoped that the groups will be able to offer recommendations and conclusions that will provide further guidance for the Secretariat concerning the assistance required by States Parties in the implementation of the Convention, and also concerning ways and means of organising and providing such assistance, as well as proposals for further improving both bilateral and regional cooperation between the National Authorities of States Parties.
6. In recognition of the fact that the simultaneous presence in The Hague of representatives of many National Authorities, in conjunction with the sessions of the Conference of the States Parties, provides a unique opportunity for such representatives to meet with Secretariat officials in order to discuss issues of specific interest to individual States Parties, the morning of Sunday 13 May will be reserved for bilateral consultations. National Authorities are therefore requested to provide the Secretariat with advance notice of the particular national implementation issues which they would like to discuss with the Secretariat, in order to ensure that appropriately qualified and experienced Secretariat officials are in attendance at such meetings, and that the necessary preparation work is conducted.
7. Interpretation services will be provided, in accordance with the requests specified in annex 2 to this document, only during the workshop on the role of legislation on Friday 11 May 2001 and during the sessions to be held on the morning of Saturday 12 May to discuss the status of implementation of the Convention, and, in the late afternoon of the same day, to review the discussions in the regional groups. No interpretation services will be available for any meetings of regional groups or individual consultations.
8. Personnel of National Authorities are requested to use the form contained in annex 2 to this document to submit the names and details of participants **not later than**

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<sup>1</sup> The substantive topics for discussion in the regional group meetings of National Authorities will be decided by the groups themselves. They may include developing a regional perspective on:

- the status of implementation of the Convention;
- the identification of declarable chemical industry facilities and the preparation of declarations;
- issues related to receiving a chemical industry inspection;
- the identification of the special requirements of the implementation process in the region, and ways and means of meeting them;
- developing a common platform for future cooperation projects; or
- other specific projects, in accordance with individual national characteristics.

**23 March 2001.** The completed forms should be returned to the Director, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, NL-2517 JR The Hague, the Netherlands. The forms may also be submitted by fax: +31-(0)70-306 3535, or by e-mail: [icb@opcw.org](mailto:icb@opcw.org). The same contact details may be used to obtain any additional information about the meeting and to communicate the specific issues which National Authorities would like to discuss, either in the multilateral forum or in individual consultations with Secretariat officials.

9. The Secretariat expects to be able to sponsor the cost of travel and accommodation for a limited number of personnel of National Authorities. When submitting the names of participants, National Authorities should clearly specify whether sponsorship is a precondition for their attendance.
10. Participants requiring an entry visa for the Netherlands are advised to contact the nearest diplomatic mission of the Netherlands as soon as possible. If additional assistance is required, participants may contact the Protocol Branch of the Secretariat: telephone: +31-(0)70-416 3300; fax: +31-(0)70 -306 3890.

Annexes:

Annex 1: Provisional programme

Annex 2: Details of participants

**Annex 1**

**THIRD ANNUAL MEETING OF NATIONAL AUTHORITIES  
THE HAGUE, 11 -13 MAY 2001**

**PROVISIONAL PROGRAMME**

**Friday 11 May**

*09:00 -10:00                      Registration*

**Thematic workshop on legal issues**

10:00 – 10:15                      Welcoming address

10:15 – 11:15                      Introduction: The role of legislation in the implementing process

Results of the Seville workshop, the Swaziland seminar, and the legal symposium in The Hague

*11:15 – 11:45                      Coffee break*

11:45 – 12:15                      National implementing legislation: the single act approach and the integrated approach

12:15 – 12:45                      (Preliminary) results of the legislation questionnaire: the legal and administrative mechanisms for implementing the Convention in States Parties

*12:45 - 14:30                      Lunch*

14:30 – 15:15                      Regulations under the CWC with respect to the import and export of scheduled chemicals: an overview

15:15 – 15:30                      Network of legal experts

15:30 – 16:00                      Coffee break

16:00 – 17:00                      Round table discussion – questions and answers

**Saturday 12 May**

08:30 – 09:00 Registration

**Information update**

09:00 – 09:20 Opening address

09:20 – 09:30 Organisation of work

09:30 – 10:40 Status of implementation of the Convention: universality, CW destruction, declarations, chemical industry issues

*10:40 - 11:10 Coffee break*

11:10 – 12:00 Status of implementation of the Convention: inspections, assistance and protection against CW, international cooperation

12:00 – 12:15 Outreach activities: National Authority training courses, workshops, regional meetings and seminars

*12:15 - 14:00 Lunch*

14:00 - 16:30 **Regional meetings of National Authorities**

*16:30 -17:00 Coffee break*

17:00 - 17:30 Summing-up session for the regional meetings

17:30 – 18:00 Issues for the Conference of the States Parties at its Sixth Session

**Sunday 13 May Meeting the Secretariat**

9:30 – 12:45 Time reserved for consultations between individual National Authorities and Secretariat officials on specific implementation issues

**Annex 2**

**THIRD ANNUAL MEETING OF NATIONAL AUTHORITIES  
THE HAGUE, 11 - 13 MAY 2001**

**DETAILS OF PARTICIPANTS**

Please submit the completed form **by 23 March 2001** to: OPCW, ICA Division,  
Johan de Wittlaan 32, NL-2517 JR The Hague, the Netherlands. Fax: +31-(0)70-306 3535  
Please use BLOCK LETTERS

1. Family name																								
2. First name																								
3. Date of birth																								
4. Citizenship																								
5. Gender (male / female)																								
6. Ministry/ organisation																								
7. Passport no.																								
8. Date of issue																								
9. Place of issue																								
10. Date of expiration																								
11. Contact address																								
12. Telephone no. (home/work)																								
13. Fax no. (home/work)																								
14. E-mail address																								
15. Is OPCW sponsorship a precondition for participation?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>																				
16. Hotel reservations required* May	10	<input type="checkbox"/>	11	<input type="checkbox"/>	12	<input type="checkbox"/>	13	<input type="checkbox"/>	14	<input type="checkbox"/>	15	<input type="checkbox"/>	16	<input type="checkbox"/>	17	<input type="checkbox"/>	18	<input type="checkbox"/>						
17. Interpretation services required	Arabic <input type="checkbox"/>				Chinese <input type="checkbox"/>				English <input type="checkbox"/>				French <input type="checkbox"/>				Russian <input type="checkbox"/>				Spanish <input type="checkbox"/>			

\* Please tick the appropriate dates. Note that the OPCW will cover the costs of hotel accommodation only during the meeting of National Authorities (i.e. for the nights of 10, 11 and 12 May). If you also wish to attend the Sixth Session of the Conference of the States Parties, please tick the dates required (but note carefully that any such additional overnight stays will be at your own expense). As various other international seminars/conferences are being held in The Hague during this period, accommodation may be limited. It is therefore advisable to make reservations as soon as possible.