



**OPCW**

**Technical Secretariat**

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International Cooperation and Assistance Division

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27 May 2003

ENGLISH and RUSSIAN only

**NOTE BY THE TECHNICAL SECRETARIAT**

**REGIONAL WORKSHOP FOR  
NATIONAL AUTHORITIES OF STATES PARTIES IN CENTRAL ASIA  
ON THE PRACTICAL IMPLEMENTATION  
OF THE CHEMICAL WEAPONS CONVENTION  
TASHKENT, UZBEKISTAN  
10 – 12 SEPTEMBER 2003**

1. On behalf of the Government of Uzbekistan and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite representatives of National Authorities to nominate participants to attend the Regional Workshop for National Authorities of States Parties in Central Asia, which will be held in Tashkent, Uzbekistan, from 10 to 12 September 2003.
2. The workshop is designed as a forum for personnel from National Authorities who are involved daily with issues surrounding the national implementation of the Chemical Weapons Convention (hereinafter “the Convention”). Individuals nominated to participate in the workshop should actually be responsible for the specific tasks of implementing the Convention at the national level.
3. The workshop is intended to provide a framework within which representatives of National Authorities can review and discuss issues relating to the practical implementation of the Convention under the following thematic clusters:
  - (a) the role of National Authorities in the implementation of the Convention in individual Member States represented at the workshop: their organisation, their position within the structure of their respective governments, and their rights and responsibilities;
  - (b) administrative requirements for the successful functioning of a National Authority;
  - (c) declaration- and inspection-related issues; discussion of experiences;



- (d) implementing legislation; and
  - (e) implementation support projects in the sub-region of Central Asia.
4. At a practical level, the workshop is also intended to facilitate the exchange of contact information among representatives of the Central Asian and other interested National Authorities, and to foster the creation of a sub-regional network in support of the practical implementation of the Convention, particularly in areas where collective action might be required, such as tracking transfers of scheduled chemicals, developing effective national implementing legislation, assistance and protection against chemical weapons, and procedures for clarification. All participants will be expected to make presentations on each of the following topics:
- (a) how their National Authorities are organised;
  - (b) what implementation legislation is in force in their respective jurisdictions;
  - (c) what mechanisms are in place to coordinate and enforce implementation of the Convention in their respective jurisdictions, including in the areas of transfers of scheduled chemicals and industry declarations; and
  - (d) any specific problems they have in these areas.
5. The workshop will also seek to identify regional priorities and requirements for cooperative implementation mechanisms in Central Asia, as well as common areas where support for national implementation may be required. Finally, the workshop will provide space for consultations between individual National Authorities and Secretariat officials on implementation issues.
6. The provisional programme of the workshop is contained in Annex 1 to this Note.
7. The Secretariat expects to be able to sponsor the participation of two representatives of each National Authority in Central Asia and of a limited number of representatives of other National Authorities. Each nomination should specify whether sponsorship is a condition of the nominee's participation. 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. In cases where the Secretariat arranges accommodation for sponsored participants, it will also cover the costs of that accommodation. Sponsored participants who do not intend to use the accommodation provided by the Secretariat are requested to indicate that to the Secretariat as soon as possible, so that it does not incur hotel cancellation fees. The daily subsistence allowance will remain unchanged for those participants who opt to make their own accommodation arrangements. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. The Secretariat will purchase tickets and send them to participants. Participants will be allowed to purchase tickets locally only if this leads to further savings for the Secretariat and if the Secretariat authorises it. In order for the Secretariat to keep costs to a minimum, participants are expected to arrive no earlier than Monday, 8 September 2003, and to depart no later than Sunday, 14 September 2003. The

Secretariat's agreement is required for any changes to the arrival and departure dates. The Secretariat will not cover expenses unrelated to the workshop or that result from changes in travel arrangements it has not authorised. Sponsored participants shall 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, although the Secretariat can, if necessary, arrange accommodation at reduced rates.

8. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Uzbekistan.
9. All activities during the workshop will be conducted in English, with the possibility of Russian interpretation. When nominating participants, National Authorities are requested to indicate whether interpretation facilities for Russian will be required. All participants are expected to have a good command of one of these languages.
10. Interested National Authorities are invited to complete the nomination form that is included as Annex 2 to this Note, providing all the details it requests, so that the Secretariat can contact nominees directly. Completed forms should be addressed to the Director, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. Nominations may also be submitted by fax to +31 (0)70 306 3535, or by e-mail to [ipb@opcw.org](mailto:ipb@opcw.org). All nominations must be received by the Secretariat **no later than 4 August 2003**. Please be advised that participants must present an OPCW acceptance letter in order to register for the workshop.
11. Additional information about the workshop may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division. The contact persons are Ms Katerina Minarikova, +31 (0)70 416 3823, and Ms Maria Elena Bruno Pousadela, +31 (0)70 416 3825.

Annexes (English only):

- Annex 1: Provisional Programme  
Annex 2: Nomination Form

**Annex 1**

**REGIONAL WORKSHOP FOR  
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**PROVISIONAL PROGRAMME**

*Tuesday,*

*9 September*

Arrival of participants

*Wednesday,*

*10 September*

08:00	Registration
09:00	Opening ceremony
09:45	<i>Coffee break</i>
10:00	Overview of the CWC** and of obligations related to it
10:45	Status of implementation of the CWC
11:30	Assistance and protection
12:00	International cooperation
12:30	<i>Lunch</i>
14:00	The role of National Authorities in implementing the CWC
14:30	Presentations by National Authorities on the status of the implementation of the CWC in their countries, including areas of concern, interest, or difficulty
15:30	<i>Coffee break</i>
15:45	Presentations by National Authorities, continued
16:45	Summary of the day's deliberations
17:00	Bilateral consultations
18:00	<i>Dinner</i>

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\*\* The Chemical Weapons Convention

***Thursday***

***11 September***

- 09:00 Implementing legislation:
- CWC requirements, legal assistance
  - updates by National Authorities on CWC legislation at the national level
  - example of an integrated approach to legislation
  - discussion of experiences
- 10:30 *Coffee break*
- 10:45 Practical implementation of the CWC relating to transfers of scheduled chemicals:
- obligations under the CWC
  - setting up national export/import control systems for scheduled chemicals
  - working with customs
  - preventing the illegitimate use of chemicals
  - practical implementation
  - data discrepancies
  - discussion of experiences
- 12:30 *Lunch*
- 14:00 Presentations by National Authorities, continued
- 15:30 *Coffee break*
- 15:45 Presentations by National Authorities, continued
- 16:45 Summary of the day's deliberations
- 17:00 Bilateral consultations
- 18:00 *Dinner*

***Friday***  
***12 September***

- 09:00 Issues related to industry declarations:
- obligations under the CWC
  - data monitoring and evaluation
  - decisions of the Conference of the States Parties
  - aggregate national data
  - national implementation
  - discussion of experiences
- 10:45 *Coffee break*
- 11:00 Practical implementation of industry verification:
- from declaration to inspection and closure letter
  - the role of national escorts during an inspection
  - discussion of experiences
- 11:45 Identification of declarable activities
- presentation
  - tools
  - discussion
  - Article VI project
- 12:30 *Lunch*
- 14:00 Unresolved issues related to Article VI
- 14:30 Conclusions and recommendations of the First CWC Review Conference
- 15:00 Implementation support projects in Central Asia
- 15:30 *Coffee break*
- 15:45 Summary of the whole workshop, follow-up actions
- 16:45 Closing of the workshop
- 17:00 Bilateral consultations
- 18:00 *Dinner*

**Annex 2**

**REGIONAL WORKSHOP FOR  
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**NOMINATION FORM**

Please submit the completed form **by 4 August 2003** to:  
The Director, International Cooperation and Assistance Division, OPCW,  
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands  
Fax: +31 (0)70 306 3535; e-mail: [ipb@opcw.org](mailto:ipb@opcw.org).

Please use BLOCK LETTERS.

1.	Government body making the nomination	
2.	Family name of nominee	
3.	First name(s)	
4.	Date of birth	Day          Month          Year
5.	Citizenship	
6.	Gender*	Male <input type="checkbox"/> Female <input type="checkbox"/>
7.	Passport number	
8.	Date of issue	Day          Month          Year
9.	Expiry date	Day          Month          Year
10.	Place of issue	
11.	Function in regard to CWC** implementation	
12.	Employer	

\* Please tick the appropriate box.

\*\* The Chemical Weapons Convention

13.	Employer's address  (Please do not give a post office box number.)	Street	
		Number	Post code
		City	
		Country	
14.	E-mail address		
15.	Telephone numbers, including country and city codes	Home	
		Work	
		Mobile	
16.	Fax numbers, including country and city codes	Home	
		Work	
17.	Has the nominee previously attended a workshop of this kind? *	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		If so, when and where? -----	
18.	Is sponsorship a condition of participation? *	Yes <input type="checkbox"/>	No <input type="checkbox"/>
19.	Is interpretation into the Russian language required?*	Yes <input type="checkbox"/>	No <input type="checkbox"/>
20.	Dietary requirements *	Vegetarian <input type="checkbox"/> No special requirements <input type="checkbox"/>	
21.	Has the National Authority for the CWC been established in your country? *	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		If so, where has it been established within your government's structure? -----	
22.	What areas of the CWC are of concern or interest to your country?	-----	
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\* Please tick the appropriate box.



