



OPCW

Technical Secretariat

External Relations Division and the International
Cooperation and Assistance Division

S/408/2004

12 March 2004

ARABIC and ENGLISH only

NOTE BY THE DIRECTOR-GENERAL

**WORKSHOP ON THE CHEMICAL WEAPONS CONVENTION
MALTA
5 – 7 MAY 2004**

1. On behalf of the Government of Malta and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General is pleased to invite States Parties and States not Party to a workshop on universality and the implementation of the Chemical Weapons Convention (hereinafter “the Convention”), to be held in Malta from 5 to 7 May 2004.
2. The workshop is intended to help increase awareness of the Convention among States in the Mediterranean Basin, the Middle East, and neighbouring regions. The objectives of the workshop are to further promote the universality of the Convention and to contribute to its full and uniform implementation in these regions. Participants from other regions are welcome to attend.
3. The programme will include a number of elements:
 - (a) a review of the status of the implementation of the Convention in the region and of the problems commonly encountered on the way to full and uniform compliance with its obligations;
 - (b) a discussion of practical measures that can help reach this goal; and
 - (c) information sessions on the Convention, tailored to the needs of signatory and non-signatory States.
4. The workshop will emphasise the benefits of adhering to the Convention from the standpoint of international cooperation, and will include segments on the international-cooperation, protection, and assistance programmes of the OPCW. The provisional programme for the workshop is contained in Annex 1 to this Note.
5. So that the specific needs of individual States can be catered to, adequate time will be reserved for bilateral consultations, which will provide an opportunity to focus on the status of participation of individual countries in the Convention. When submitting their applications, participants are requested to indicate the nature of their interest in such discussions, so that these consultations can be planned in advance.



6. The Secretariat will sponsor the participation of representatives of States not Party. States Parties are encouraged to bear the costs associated with the participation of their representatives. 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.
7. 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. Sponsored 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, sponsored participants are expected to arrive no earlier than 4 May 2004, and to depart no later than 8 May 2004. The Secretariat will not cover expenses unrelated to the workshop or that result from changes it has not authorised to travel arrangements. Sponsored participants shall bear all costs resulting from changes they make, including cancellations, once the Secretariat has purchased their tickets. Participants who have not been sponsored are requested to make their own travel and accommodation arrangements, although the Secretariat can, if requested, arrange accommodation at reduced rates.
8. All proceedings will be conducted in English. Arabic interpretation services may be provided, depending upon the requirements of confirmed participants. All participants must therefore possess a good command of one of these languages.
9. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Malta.
10. States Parties and States not Party are invited to complete the nomination form contained in Annex 2 to this Note, making sure to provide all the details it requests so that the Secretariat can contact nominees directly. Completed forms should be addressed to the Director, External Relations 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 GovRelationsBr@opcw.org. All nominations must be received by the Secretariat **no later than Wednesday, 31 March 2004**. Please be advised that participants must present an OPCW acceptance letter in order to register at the workshop.
11. Additional information on the workshop may be obtained from the Government Relations and Political Affairs Branch, External Relations Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. The contact persons are Mr Ioan Tudor, Head, Government Relations Branch, who can be reached at +31 (0)70 416 3023, and Ms Clare Jones de Rocco, who can be reached at +31 (0)70 416 3237.

Annexes:

Annex 1: Provisional Programme

Annex 2: Nomination Form

Annex 1

**WORKSHOP ON THE CHEMICAL WEAPONS CONVENTION
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PROVISIONAL PROGRAMME

Wednesday, 5 May

- 08:00-09:00 Registration
- 09:00-09:30 Opening of the workshop
- 09:30-10:15 The history of chemical disarmament and the CWC*
- 10:15-10:30 *Break*
- 10:30-11:15 The status of implementation of the CWC, and universality
- 11:15-12:00 Regional organisations and the OPCW
- 12:00-12:45 Cooperation and association agreements between States and international organisations in the region
- 12:45-14:15 *Lunch break*
- 14:15-15:00 Steps towards the universality of the CWC and its implementation in the Mediterranean basin, the Middle East, and neighbouring regions
- 15:00-15:45 Benefits of adherence to the CWC
- 15:45-16:00 *Break*
- 16:00-17:00 Discussions

Thursday, 6 May

- 09:00-09:45 Promoting the peaceful uses of chemistry: the international cooperation programmes and projects of the OPCW
- 09:45-10:15 Assistance and protection under the CWC
- 10:15-10:30 *Break*
- 10:30-11:15 The verification provisions of the CWC
- 11:15-12:00 The export and import provisions of the CWC

* The Chemical Weapons Convention

- 12:00-13:00 Discussions
- 13:00-14:30 *Lunch*
- 14:30-15:15 National implementation: legal and administrative requirements
- 15:15-17:30 Round-table discussions:
- status of preparations for accession/ratification in the States not Party attending the workshop
 - national implementation and enforcement : the basic provisions
 - establishing a National Authority
 - networking in the region and relations with the OPCW

Friday, 7 May

- 09:00-09:45 The role of the National Authority in the implementation of the CWC
- 09:45-10:30 The implementation-support programmes of the OPCW
- 10:30-10:45 *Break*
- 10:45-12:45 Discussions
- 12:45-14:15 *Lunch*
- 15:00-15:30 Summary of the workshop
- 15:30-16:00 Closure

Annex 2

**WORKSHOP ON THE CHEMICAL WEAPONS CONVENTION
MALTA, 5 – 7 MAY 2004**

NOMINATION FORM

Please submit the completed form **by 31 March 2004** to
The Director, External Relations Division, OPCW
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands
Fax: +31 (0)70 306 3535; e-mail: GovRelationsBr@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	
13.	Position (including title)	

* Please tick the appropriate box.

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

* Please tick the appropriate box.

23.	Is a bilateral meeting with staff of the Technical Secretariat required?*	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		If so, please indicate what matters you would like to discuss:	
		Verification-related	<input type="checkbox"/>
		Legal	<input type="checkbox"/>
		Other	<input type="checkbox"/> Please specify:

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* Please tick the appropriate box.