



OPCW

Technical Secretariat

International Cooperation and Assistance Division

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NOTE BY THE TECHNICAL SECRETARIAT

PROJECT ON EQUIPMENT SUPPORT FOR NATIONAL AUTHORITIES IN 2005

1. Purpose

The Technical Secretariat (hereinafter “the Secretariat”) wishes to inform the Member States that, in relation to a European Union joint action on supporting the OPCW’s activities in the framework of implementing the European Union Strategy against Proliferation of Weapons of Mass Destruction, a project on equipment support to National Authorities will be implemented in 2005. The aim of the project will be to facilitate the building of capacities of National Authorities in Member States whose economies are either developing or in transition, so as to enable them to implement the Chemical Weapons Convention (hereinafter “the Convention”) and to engage in the development and application of chemistry for peaceful purposes (industrial, agricultural, research, medical, pharmaceutical, and so on). The project will be implemented by the International Cooperation and Assistance Division of the OPCW Secretariat, and will be supported and funded by the European Union in the context of Article XI of the Convention.

2. Scope of the project

- 2.1 As Member States are aware, the Secretariat, keeping in view the provisions of Article XI of the Convention, has been implementing an Equipment Exchange Programme (see S/307/2002, dated 17 May 2002), which provides support for the voluntary transfer of used equipment in good working condition from donors in developed economies to receiving institutions in countries whose economies are either developing or in transition. Separately, in terms of the provisions of Article VII of the Convention and the Plan of Action that has been adopted in relation to this Article, Member States, in order to fulfil their obligations, are required to take appropriate steps leading to the establishment of an effectively functioning National Authority, enact legislation, including penal legislation, and adopt appropriate administrative measures. The Plan of Action also invites Member States that are capable and willing to do so to render support to other Member States towards the achievement of the objectives laid down in the Plan.
- 2.2 In the light of these provisions and keeping in view the fact that many National Authorities, particularly those whose economies are either developing or in transition, have identified the lack of availability of essential office equipment (such as computers and accessories to organise and run their offices), the implementation is proposed of a project on equipment support for National Authorities in 2005, by



means of which one new desk-top personal computer of standard configuration with accessories, including a printer and software, will be provided to each of these National Authorities on request.

3. Nature of support

- 3.1 The support provided under the project would be in the form of computer hardware and software as described below:

Personal Computer: Pentium-4 Processor
512 MB Memory
60 GB Hard Drive
Monitor, Keyboard (International Character Set), Mouse
Integrated Graphics, Sound, Speaker, Networking
48 x DVD-ROM/CD-RW Combo Drive
Personal Laser Printer with Postscript

Software: Microsoft® Windows® XP Professional (SP2) (Multilingual)
Microsoft Office 2003 Professional

- 3.2 A limited amount of the above-mentioned equipment would be procured by the OPCW and supplied to National Authorities as per the procedure prescribed below.

4. Funding

The project will be funded by the European Union in relation to a joint action adopted by the Council of the European Union on 22 November 2004, in the framework of adopting the European Union Strategy against the Proliferation of Weapons of Mass Destruction. Only 50 computers will be provided under this project.

5. Conditions and procedures

Eligibility

- 5.1 The National Authority of a Member State whose economy is either developing or in transition, and which has already set up a National Authority for the Convention, may apply for support under the project.

Application procedure

- 5.2 National Authorities interested in availing themselves of support under the project are requested to complete the attached application form and forward it to the International Cooperation Branch, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR, The Hague, the Netherlands, no later than **15 February 2005**.

Selection procedure

- 5.3 The selection of recipient National Authorities will be made on first-come, first-served basis, in consultation with the European Union, after the following has been taken into account: (a) the current situation at the National Authority with respect to office equipment (including computers, Internet access, communications equipment, and so on); (b) the stated needs of the National Authority in relation to national implementation (e.g., liaison with industry, traders, and other institutions subject to Convention regulations with respect to the collection of declaration data and the conduct of verification measures under the Convention, liaison with other governmental agencies involved in the different aspects of implementation of the Convention, the facilitation of the peaceful uses of chemistry, and so on); (c) the planned use of the equipment for implementation of the OPCW Plan of Action on Article VII implementation; (d) the planned use of the equipment for maintaining contacts with other National Authorities (including within the region of the Member State), as well as with the OPCW; and (e) the planned use of the equipment for staff training with respect to the requirements involved in the implementation of the Convention.

Report

- 5.4 Upon receipt of the equipment, the National Authority must send a report to that effect to the International Cooperation Branch, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. A further report has to be sent by the National Authority after six months, indicating how the equipment has actually been used and the benefits that have been derived.

Acknowledgement

- 5.5 Appropriate recognition of the support provided by the European Union under the project should be highlighted by the recipient National Authority in all aspects, including through written material, relevant communications, statements, and publications.
- 5.6 Further information may be obtained from Mr Damian Tonon, International Cooperation Officer, International Cooperation Branch, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands; Fax: + 31 (0)70 306 3535; E-mail: IntCoopBr@opcw.org.

Annex: Application Form (English only)

Annex

**PROJECT ON EQUIPMENT SUPPORT FOR NATIONAL AUTHORITIES IN 2005
APPLICATION FORM**

- (i) Applications for support under the above project are to be made on this form. Before completing the form, please read the guidelines presented in the accompanying Note by the Secretariat to confirm your eligibility.
- (ii) The last date for submission of applications is 15 February 2005.
- (iii) The applicant National Authority should complete this form and send it to the International Cooperation Branch, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands.

1. Applicant National Authority

- 1. Name of the Office:
- 2. Address:
.....
- 3. Total number of employees: Full-time: Part-Time:
- 4. Name of contact person:
- 5. Designation:
- 6. Telephone no.:
- 7. Fax no.:
- 8. E-mail address:
- 9. Web-site address:
- 10. Description of the situation in the National Authority with respect to office equipment and its use (computers, standard and customised software, databases, internet access, communications equipment, and so on), and identification of any gaps and the consequences thereof (please attach statement, if necessary):
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- 11. Intended use of the equipment, keeping in view the selection criteria specified in paragraph 5.3 of the attached note (please attach a statement to provide a full answer):
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2. Technical information (attach additional sheets if necessary)

- 1. Please indicate any factors that will enhance your ability to use the equipment:
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.....
- 2. Are there any technical challenges, which may prevent you from fully utilising the equipment (e.g. training, and so on)?
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3. Signature (with seal/stamp)

Head of institution

Name: Date: