



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/487/2005

31 March 2005

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A LEGAL WORKSHOP FOR NATIONAL
AUTHORITIES OF STATES PARTIES
IN EASTERN AND SOUTHERN AFRICA
WINDHOEK, NAMIBIA
18 – 20 MAY 2005**

1. On behalf of the government of Namibia and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite representatives of National Authorities in Eastern and Southern Africa to nominate participants to attend a legal workshop for National Authorities of States Parties in those subregions, to be held in Windhoek, Namibia, from 18 to 20 May 2005. The workshop is designed to provide practical assistance to these States Parties on legal issues surrounding the national implementation of the Chemical Weapons Convention (hereinafter “the Convention”). Nominees should actually be involved in drafting national legislation or in otherwise implementing the Convention at the national level.
2. At its Eighth Session, the Conference of the States Parties approved a plan of action regarding the implementation of Article VII obligations, *inter alia* agreeing “that it is imperative that those States Parties that still need to do so take the necessary steps and set realistic target dates for these steps leading to the enactment of the necessary legislation, including penal legislation, and/or the adoption of administrative measures to implement the Convention no later than the Tenth Session of the Conference of the States Parties, scheduled for November 2005” (C-8/DEC.16, dated 24 October 2003).
3. The workshop will provide an opportunity for participating States Parties to develop their own schedules pursuant to this plan of action, and to confer, both with the Technical Secretariat (hereinafter “the Secretariat”) and with invited resource persons, on the drafting of national implementing legislation and administrative measures. Participants will:
 - (a) review and comment on drafts of national implementing legislation and related administrative measures;
 - (b) review existing implementing legislation from other Member States;



- (c) develop a schedule of activities for States Parties in the subregions pursuant to the Article VII plan of action; and
 - (d) discuss, with both the Secretariat and other States Parties that have made offers of assistance, any areas in which they need assistance in the context of the plan of action.
- 3. All participants will be expected to make presentations on each of the following topics that apply:
 - (a) what implementation legislation is in force in their respective jurisdictions;
 - (b) the current status of any draft national implementing legislation, what steps have yet to be taken before it can be adopted, and when adoption is expected; and
 - (c) any problems their respective States Parties are having in these areas, and any assistance they need in order to adopt their national implementing legislation.
- 4. The provisional programme for the workshop is included as Annex 1 to this Note.
- 5. The Secretariat expects to be able to sponsor the participation of a limited number of representatives of National Authorities and of those involved in the drafting of national implementing legislation. 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. The Secretariat will also arrange and pay for accommodation for sponsored participants. Sponsored participants who do not intend to use the accommodation arranged by the Secretariat are requested to indicate that as soon as possible, so that it does not incur hotel cancellation fees. In any case the Secretariat will not cover the costs of any accommodation it has not arranged.
- 6. When making travel arrangements for sponsored participants, the Secretariat will seek the most-economical options. It 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 17 May 2005**, and to **depart no later than 21 May 2005**. 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.
- 7. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Namibia.

8. All activities during the workshop will only be conducted in English, and no interpretation services of any kind will be provided. All participants are there expected to have a good command of the English language, both written and oral.
9. Interested National Authorities are invited to complete the nomination form that is included as Annex 2 to this Note, making sure in particular to provide all the contact details it requests. 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. All nominations must be received by the Secretariat **no later than 18 April 2005**. Please be advised that participants must present an OPCW acceptance letter in order to register at the workshop.
10. Additional information about the workshop may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division. The contact person is Ms Maria Elena Bruno Pousadela, who can be reached at +31 (0)70 416 3825.

Annexes (English only):

- Annex 1: Provisional Programme
Annex 2: Nomination Form

Annex 1

**LEGAL WORKSHOP FOR NATIONAL AUTHORITIES OF STATES PARTIES
IN EASTERN AND SOUTHERN AFRICA
WINDHOEK, NAMIBIA
18 – 20 MAY 2005**

PROVISIONAL PROGRAMME

<i>Wednesday, 18 May 2005</i>	
09:00 – 09:45	Registration and introduction
09:45 – 10:45	Status of implementation of the CWC ¹
10:45 – 11:00	<i>Coffee break</i>
11:00 – 12:30	Enforcement of the CWC: national implementing legislation and the plan of action regarding the implementation of Article VII obligations
12:30 – 14 :00	<i>Lunch</i>
14:00 – 15:45	Presentations by States Parties on the status of their national implementing legislation and other necessary administrative measures
15:45 – 16:00	<i>Coffee break</i>
16:00 – 17:00	Presentations, continued
<i>Thursday, 19th May 2005</i>	
10:00 – 10:45	Discussion of the practical aspects of drafting and adopting implementing legislation
10:45 – 11:00	<i>Coffee break</i>
11:00 – 12:30	Discussion, continued
12:30 – 14:00	<i>Lunch</i>
14:00 – 15:45	Examination of legal documents and other relevant material for use in drafting national legislation
15:45 – 16:00	<i>Coffee break</i>
16:00 – 17:00	Examination of legal documents and other relevant material that can be used in drafting national legislation
<i>Friday, 20 May 2005</i>	
10:00 – 12:30	Bilateral meetings
14:00 – 17:00	Development of a schedule of activities pursuant to the Article VII plan of action

¹ The Chemical Weapons Convention

Annex 2

**LEGAL WORKSHOP FOR NATIONAL AUTHORITIES OF STATES PARTIES
IN EASTERN AND SOUTHERN AFRICA
WINDHOEK, NAMIBIA
18 – 20 MAY 2005**

NOMINATION FORM

Please submit the completed form **by 18 April 2005** 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.

Please use **BLOCK LETTERS**.

1.	Family name of nominee			
2.	First name(s)			
3.	Date of birth	Day	Month	Year
4.	Citizenship			
5.	Gender*	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
6.	Passport number			
7.	Date of issue	Day	Month	Year
8.	Expiry date	Day	Month	Year
9.	Place of issue			
10.	Areas of expertise			
11.	Employer			
12.	Position			
13.	Contact address	Street		
	(Please do not give a post-office box number)	Number	Post code	
		City		
		Country		

* For this and all like items below, please tick the appropriate box.

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.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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