



**OPCW**

**Technical Secretariat**

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Office of the Deputy Director-General

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**NOTE BY THE TECHNICAL SECRETARIAT**

**ESTABLISHMENT OF A TRUST FUND  
FOR THE SCIENTIFIC ADVISORY BOARD**

1. The Director-General wishes to inform the States Parties of the Organisation for the Prohibition of Chemical Weapons (OPCW) that he has established a new trust fund, the Trust Fund for the Scientific Advisory Board (hereinafter “the Trust Fund”). The purpose of this Trust Fund is to support those activities of the Scientific Advisory Board (SAB) for which no funding is allocated in the Programme and Budget, such as the work of the SAB’s temporary working groups.
2. In this context, the Secretariat wishes to recall that, in its decision on the terms of reference of the SAB, the Conference of the States Parties (hereinafter “the Conference”) decided that “the budget of the OPCW, starting from 1998, shall contain resources adequate for travel and per diem costs associated with the annual meeting of the Scientific Advisory Board, and that any other meetings of the Scientific Advisory Board shall be held at no cost to the OPCW” (operative paragraph 3 of C-II/DEC.10, dated 5 December 1997).
3. In practice, these restrictions have made it difficult for the SAB to carry out its programme of work effectively, particularly in terms of the following:
  - (a) Restrictions in funding have essentially limited the SAB to meeting only once a year, meaning that it is unable systematically to handle all the issues it needs to consider.
  - (b) The lack of additional funds has meant that not all the members of the SAB’s temporary working groups can attend group meetings and directly contribute to the work they carry out.
  - (c) Insufficient funding has also meant that the SAB finds its work hampered as it seeks to implement the recommendation of the First Special Session of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention that the interaction between the SAB and the delegations continue and be further enhanced, in the context of facilitations in the Executive Council (hereinafter “the Council”) (paragraph 7.124(b) of RC-1/5, dated 9 May 2003). This increased interchange may be of particular relevance to any issues the Council decides to pass on to the SAB for review. At



present, there is no budgetary allocation for the travel that is required for such interaction to take place, and any such travel expenses must be covered from other budget allocations.

4. Experience has shown that the SAB needs to meet more than once a year. Many of the matters on which it is asked for advice require careful collective study by its members, and cannot simply be resolved “on the spot” during its regular annual sessions. Holding just one session annually makes it difficult for the SAB to provide timely and well-researched scientific and technical advice.
5. The same applies to the work of the SAB’s temporary working groups. Under the applicable rules, the SAB initially defines the precise terms of reference for each of these groups. Once it has received and reviewed a report from such a working group, the SAB passes its observations and recommendations on it to the Director-General. Only then can the Director-General, in turn, submit his recommendations for action to the States Parties or to the policy-making organs, or to both. Because the SAB must meet before it can pass its recommendations to the Director-General, and, because it now meets just once a year, recommendations from these working groups often reach the policy-making organs only after a considerable length of time. It would be in the OPCW’s interest to minimise such delays in order to make the SAB’s scientific and technical advice more effective and timely.
6. It has also become apparent that the effectiveness and quality of the work of the SAB may suffer because certain members of the temporary groups who are not funded by their own institutions or governments are not able to attend group meetings. The sole contributions these individuals can make to the SAB’s work are in the form of written communications—a restriction that is not conducive to the discussion that is often required. Additional funding for meetings of the temporary working groups would therefore be of considerable value.
7. The Trust Fund will enable the Director-General to allocate funding for that part of the SAB’s work that is associated with activities for which no provision is currently made in the OPCW’s annual Programme and Budget. The Trust Fund will be operated in accordance with the Financial Regulations and Draft Financial Rules of the OPCW. The guidelines and the rules for this fund are annexed hereto.
8. The Trust Fund is ready to receive contributions from interested States Parties in the form of voluntary contributions or, for instance, of the return of any cash surplus to be distributed to the States Parties in accordance with Financial Regulation 6.3. States Parties are invited to consider making such contributions in support of the SAB’s work.
9. States Parties that wish to make a voluntary contribution to the Trust Fund are invited to transfer their monies into the account specified in paragraph 1 of the Annex to this Note.
10. As noted in the guidelines, and as required by Financial Regulation 6.8, the Director-General shall administer the Trust Fund and shall report, on an annual basis, on its use through the Council to the Conference. Such a review will cover the uses to which contributions have been applied and the adequacy of resources available. The Trust Fund will be subject to examination by the External Auditor and will otherwise

be operated in accordance with the relevant Financial Regulations and Draft Financial Rules.

11. The financial operations of the Trust Fund will also be reflected in the Technical Secretariat's quarterly income-and-expenditure reports to the Council and in the annual financial statements of the OPCW.

Annex: Operating Rules for the Trust Fund for the Scientific Advisory Board

**Annex**

**OPERATING RULES FOR THE  
TRUST FUND FOR THE SCIENTIFIC ADVISORY BOARD**

1. The Director-General has established the Trust Fund for the SAB in accordance with the procedure set out in Financial Regulation 6.8. States Parties wishing to make a contribution to this Trust Fund are invited to transfer funds to the following account:

**BENEFICIARY:** OPCW Trust Fund Scientific Board  
**ACCOUNT NUMBER:** 42 67 17 767  
**BANK NAME:** ABN AMRO Bank, the Netherlands  
**IBAN NUMBER:** NL46 ABNA 0426 7177 67  
**BIC/SWIFT CODE:** ABNANL2A

2. The purpose of the Trust Fund is to support those activities of the SAB that are not covered in the annual Programme and Budget, including the work of its temporary working groups<sup>1</sup>.
3. The Trust Fund shall be administered in accordance with the applicable Financial Regulations and Draft Financial Rules of the OPCW.
4. The Trust Fund shall be credited with voluntary contributions, which shall be made in convertible currencies to the OPCW. The Director-General may accept contributions for credit to the Trust Fund from other sources, including non-governmental organisations, institutions, or private donors. The Director-General is authorised to accept contributions to the Trust Fund under the following conditions:
  - (a) There shall be no upper or lower limit on the amount or amounts that can be contributed to the Trust Fund.
  - (b) No donor may place any restrictions on how the OPCW uses contributions to this fund.
5. Pursuant to the objective set out in paragraph 2 above, monies from the Trust Fund will be used to cover:
  - (a) those travel expenses that are incurred by SAB members, as well as by members of its temporary working groups, to attend SAB meetings other than its regular annual session, to the extent that those expenses are not covered by any other institution; and

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<sup>1</sup> Note that operative paragraph 3 of C-II/DEC.10, which includes the terms of reference of the SAB, stipulates that “the budget of the OPCW, starting from 1998, shall contain resources adequate for travel and per diem costs associated with the annual meeting of the Scientific Advisory Board, and that any other meetings of the Scientific Advisory Board shall be held at no cost to the OPCW”.

- (b) any other expenses directly related to such meetings.
- 6. The status of the Trust Fund will be included in the quarterly income-and-expenditure statements submitted by the Director-General to the Council.
- 7. The Trust Fund shall make financial statements for each year in which it operates. These statements are subject to audit by the External Auditor.
- 8. The Director-General shall administer the Trust Fund and shall report, on an annual basis, on its use through the Council to the Conference, as required under Financial Regulation 6.8. Such a review shall cover the uses to which contributions have been applied and the adequacy of resources available.
- 9. The Director-General shall take appropriate measures to encourage contributions to the Trust Fund, including those made to replenish it.

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