



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/569/2006

9 May 2006

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A SUBREGIONAL WORKSHOP FOR CUSTOMS
AUTHORITIES IN SOUTH ASIA ON TECHNICAL ASPECTS OF THE
TRANSFERS REGIME
KATHMANDU, NEPAL
9 AND 10 AUGUST 2006**

1. On behalf of the OPCW and the Government of Nepal, the Director-General is pleased to invite National Authorities from Member States in South Asia to nominate participants for a workshop for customs authorities on technical aspects of implementing the transfers regime of the Chemical Weapons Convention (hereinafter “the Convention”). The workshop, which will be held in Kathmandu, Nepal, on 9 and 10 August 2006, is intended for those elements of the customs authorities in South Asia that are involved in implementing this regime, and will focus on best practices in that area. The primary aim of the workshop is to improve the ability of South Asian Member States to track transfers of chemicals listed in the Convention’s schedules of chemicals.
2. At its Eighth Session, the Conference of the States Parties (hereinafter “the Conference”) 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, scheduled for November 2005” (C-8/DEC.16, dated 24 October 2003). At its Tenth Session the Conference adopted a decision on follow-up to the plan (C-10/DEC.16, dated 11 November 2005).
3. How customs authorities handle scheduled chemicals has a practical impact on the implementation of the Convention’s transfers regime, and can play a key role in diminishing and eventually eliminating discrepancies between the quantities of scheduled chemicals declared by importing and exporting States Parties in respect of the same transfers. The workshop will provide participating States Parties with an opportunity to discuss amongst themselves and with personnel from the Technical Secretariat (hereinafter “the Secretariat”) such topics as:
 - (a) the identification of chemicals relevant to the Convention, including the Harmonised System, current recommendations of the World Customs



Organization (WCO), and potential changes to that System and those recommendations as they concern scheduled chemicals;

- (b) sources of information for customs officials and customs laboratories: the Handbook on Chemicals, the OPCW Central Analytical Database and other useful databases, and the most-heavily traded chemicals; and
 - (c) customs-related matters, such as discrepancies in the reporting of transfers of scheduled chemicals, free ports and free zones, software for customs services, risk assessment, and transshipments.
4. Participants are encouraged to make presentations on the various topics the workshop will focus on, and are expected to participate actively in discussions. 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 up to two representatives from the customs authorities of each participating State Party. 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 Tuesday, 8 August 2006**, and to **depart no later than Friday, 11 August 2006**. 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 visas required (including transit visas) before travelling to Nepal. When applying for any entry visa, they should present the Nepali Embassy or Consulate with a copy of the acceptance letter from the OPCW.
 8. All activities during the workshop will be conducted in English, and no interpretation services of any kind will be provided. All participants are therefore expected to have a good oral and written command of English.
 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 Friday, 23 June 2006**. Please be advised that participants must present the aforementioned OPCW acceptance letter in order to register for 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 Mr Maharage Ananda Perera, who can be reached at +31 (0)70 416 3818.

Annexes:

Annex 1: Provisional Programme

Annex 2: Nomination Form

Annex 1

**SUBREGIONAL WORKSHOP FOR CUSTOMS AUTHORITIES IN SOUTH ASIA
ON TECHNICAL ASPECTS OF THE TRANSFERS REGIME
KATHMANDU, NEPAL, 9 AND 10 AUGUST 2006**

PROVISIONAL PROGRAMME

<i>Wednesday, 9 August 2006</i>	
09:00 – 09:30	Registration, and introduction to the workshop
09:30 – 10:00	Opening of the workshop
10:00 – 10:45	The Chemical Weapons Convention and the OPCW
10:45 – 11:15	<i>Break for tea or coffee</i>
11:15 – 11:30	The role of the National Authority and its interactions with customs authorities
11:30 – 12:00	Chemicals to be monitored under the Convention, and their principal uses
12:00 – 12:30	Requirements under the Convention regarding the import and export of scheduled chemicals
12:30 – 14:00	<i>Lunch break</i>
14:00 – 15:00	Legal framework for the transfers regime under the Convention
15:00 – 15:30	Identification of scheduled chemicals, and the Harmonised System: <ul style="list-style-type: none"> • current recommendations of the World Customs Organization • potential changes to the Harmonised System and to WCO recommendations concerning scheduled chemicals
15:30 – 16:00	<i>Break for tea or coffee</i>
16:00 – 16:30	Identification of scheduled chemicals: sources of information for customs officials: <ul style="list-style-type: none"> • the Handbook on Chemicals • the OPCW Central Analytical Database, and other useful databases • most-heavily traded chemicals
16:30 – 17:30	Customs related issues: <ul style="list-style-type: none"> • discrepancies in the reporting of transfers of scheduled chemicals • free ports and free zones • software for use by customs services • risk assessment • transshipments
<i>Thursday, 10 August 2006</i>	
09:00 – 11:00	Presentations by States Parties on practical implementation measures for the transfers regime (free ports and free zones, regional free-trade agreements, risk assessment, identification of chemicals, licences for import and export)
11:00 – 11:30	<i>Break for tea or coffee</i>

11:30 – 12:30	Roundtable discussions on practical implementation matters
12:30 – 14:00	<i>Lunch break</i>
14:00 – 15:30	Exercises and group discussions on import/export scenarios
15:30 – 16:00	<i>Break for tea or coffee</i>
16:00 – 16:30	Exercises and discussions, continued
16:30 – 17:00	Conclusions and summing-up

Annex 2

**SUBREGIONAL WORKSHOP FOR CUSTOMS AUTHORITIES IN SOUTH ASIA
ON TECHNICAL ASPECTS OF THE TRANSFERS REGIME
KATHMANDU, NEPAL, 9 AND 10 AUGUST 2006**

NOMINATION FORM

Please submit the completed form **by 23 June 2006** 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 ¹			
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 (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.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

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¹ Please give the first and family names exactly as they appear in the nominee's passport.