



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/573/2006

24 May 2006

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS
FOR A SEMINAR FOR NATIONAL AUTHORITIES IN ASIA
ON MATTERS OF RELEVANCE TO THE CHEMICAL INDUSTRY
SEOUL, THE REPUBLIC OF KOREA
6 – 8 NOVEMBER 2006**

1. On behalf of the Government of the Republic of Korea and the OPCW, the Director-General is pleased to invite National Authorities in Asia to submit nominations for a regional seminar, to be held in Seoul, the Republic of Korea, from 6 to 8 November 2006, on matters related to national implementation of the Chemical Weapons Convention (hereinafter “the Convention”) that are also of relevance to the chemical industry. Nominees should actually be involved in preparing declarations under Article VI of the Chemical Weapons Convention (hereinafter “the Convention”) or in escorting OPCW inspection teams that carry out inspections under that Article.
2. The report of the First Special Session of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention (RC-1/5, dated 9 May 2003) noted the importance of the timely and accurate submission of declarations. The seminar will focus on this aspect of national implementation of the Convention, as well as on how the experience that the Technical Secretariat (hereinafter “the Secretariat”) and States Parties have gained with routine inspections can be used to optimise and otherwise improve the conduct of inspections—an area to which the aforementioned report also refers.
3. Those participating in the seminar will:
 - (a) review ways to identify declarable activities, with a view to making further improvements in existing practices;
 - (b) review, and exchange national experiences with, existing methods of collecting data on the import and export of scheduled chemicals;
 - (c) exchange experiences in receiving chemical-industry inspections as well as in improving their efficiency; and



- (d) participate in a mock inspection of a DOC/PSF¹ plant site.
4. All participants will be expected to make presentations on each of the following topics that apply:
 - (a) current practices in identifying activities declarable under Article VI of the Convention;
 - (b) current practices in gathering data on the import and export of scheduled chemicals; and
 - (c) experience gained in receiving sequential inspections under Article VI of the Convention.
 5. The provisional programme for the seminar is included as Annex 1 to this Note.
 6. The Secretariat expects to be able to sponsor the participation at the seminar of a limited number of representatives of National Authorities. 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.
 7. 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 Sunday, 5 November 2006**, and to **depart no later than Thursday, 9 November 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 seminar 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 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.
 8. Participants are requested to obtain any necessary visas (including transit visas) before travelling to the seminar. When applying for any entry visa they need, they should present the Embassy or Consulate of the Republic of Korea with a copy of the acceptance letter from the OPCW.

¹ A plant site where discrete organic chemicals containing phosphorus, sulfur, or fluorine are produced

9. The seminar will be conducted entirely in English. All participants are therefore expected to have a good written and oral command of that language.
10. 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 Thursday, 31 August 2006**. Please be advised that participants must present the aforementioned OPCW acceptance letter in order to register at the seminar.
11. Additional information about the seminar may be obtained from the Implementation Support Branch in the International Cooperation and Assistance Division. The contact person is Mr Ananda Perera, who can be reached at +31 (0)70 416 3818.

Annexes:

Annex 1: Provisional Programme

Annex 2: Nomination Form

Annex 1

**SEMINAR FOR NATIONAL AUTHORITIES IN ASIA
ON MATTERS OF RELEVANCE TO THE CHEMICAL INDUSTRY
SEOUL, THE REPUBLIC OF KOREA
6 – 8 NOVEMBER 2006**

PROVISIONAL PROGRAMME

Time	Activity
<i>Monday, 6 November 2006</i>	
08:30 – 09:15	Registration, and opening ceremony
09:15 – 10:00	<i>Break for tea or coffee</i>
10:00 – 10:30	Status of implementation of the Chemical Weapons Convention
10:30 – 11:15	The role of National Authorities in collecting data on declarable activities
11:15 – 12:30	Identifying declarable activities
12:30 – 14:30	<i>Lunch break</i>
14:30 – 16:00	Tabletop exercise on identifying declarable activities
16:00 – 16:15	<i>Break for tea or coffee</i>
16:15 – 17:15	Panel discussion on best practices in identifying declarable activities
<i>Tuesday, 7 November 2006</i>	
09:00 – 09:45	Resolving discrepancies in data on the import and export of scheduled chemicals
09:45 – 11:00	Panel discussion on resolving discrepancies
11:00 – 11:30	<i>Break for tea or coffee</i>
11:30 – 12:30	The role of the chemical industry in the non-proliferation of chemical weapons
12:30 – 14:30	<i>Lunch break</i>
14:30 – 15:15	Declaration requirements and the verification regime of the Convention for Schedule 3 and DOC/PSF plant sites
15:15 – 16:00	Panel discussion
16:00 – 16:30	<i>Break for tea or coffee</i>
16:30 – 17:15	Improving the efficiency of chemical-industry verification: sequential inspections
<i>Wednesday, 8 November 2006</i>	
09:00 – 12:00	Role-playing exercise: national escorts and inspection teams at a DOC/PSF plant site
12:00 – 13:00	Summing-up

Annex 2

**SEMINAR FOR NATIONAL AUTHORITIES IN ASIA
ON MATTERS OF RELEVANCE TO THE CHEMICAL INDUSTRY
SEOUL, THE REPUBLIC OF KOREA
6 – 8 NOVEMBER 2006
NOMINATION FORM**

Please submit the completed form **by 31 August 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 TYPE or use BLOCK LETTERS.

1.	Family name of nominee ²			
2.	First name(s)			
3.	Date of birth	Day	Month	Year
4.	Citizenship			
5.	Gender ³	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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² Please give the first and family names exactly as they appear in the nominee's passport.
³ For this item and item 17 below, please tick the appropriate box.