



**OPCW**

**Technical Secretariat**

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External Relations Division

S/579/2006

6 July 2006

ENGLISH only

**NOTE BY THE DIRECTOR-GENERAL**

**WORKSHOP ON THE UNIVERSALITY  
OF THE CHEMICAL WEAPONS CONVENTION  
ROME, ITALY  
25 – 27 OCTOBER 2006**

1. On behalf of the Government of Italy and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General is pleased to invite States Parties and States not Party to a workshop on the universality of the Chemical Weapons Convention (hereinafter “the Convention”), which will be held in Rome from 25 to 27 October 2006.
2. In 2003 the Executive Council (hereinafter “the Council”) at its Twenty-Third Session (EC-M-23/DEC.3, dated 24 October 2003) adopted an action plan for universality of the Convention, following a recommendation by the First Special Session of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention (paragraph 7.18 of RC-1/5, dated 9 May 2003). In 2005 the Conference of the States Parties at its Tenth Session adopted a decision on the universality of the Convention and the implementation of the universality action plan (C-10/DEC.11, dated 10 November 2005). The Technical Secretariat devotes particular attention to implementing these decisions, and it is in this context that it has organised this third workshop on universality. The first two were held in Malta in 2004 (see S/408/2004, dated 12 March 2004, and Corr.1, dated 23 March 2004) and in Cyprus in 2005 (see S/477/2005\*, dated 4 March 2005).
3. The workshop, which, like last year’s event, is supported by a European Union Joint Action, is intended to promote awareness of the Convention among States in the Mediterranean Basin, the Middle East, and neighbouring regions, to promote the universality of the Convention, and to contribute to its full and uniform implementation in these regions. Participants from other regions are also welcome to attend.
4. The programme for the workshop will include the following elements:
  - (a) a review of the status of the Convention in the regions in question, and of the issues commonly encountered in joining it;



- (b) a discussion of the measures required in order to implement the Convention at the national level;
  - (c) information sessions on the Convention tailored to the needs of Signatory and non-Signatory States;
  - (d) briefings and discussions on the operation of the Convention, the status of participation in it, and universality-related activities;
  - (e) a discussion of the benefits of joining the Convention from the political and security perspectives, as well as from the standpoint of international cooperation; and
  - (f) segments on the OPCW's programmes on international cooperation, assistance and protection.
5. The Secretariat will sponsor the participation of representatives from States not Party. States Parties are encouraged to bear the costs associated with sending representatives to the workshop. Each nomination from a State not Party should specify whether sponsorship is a condition of the nominee's participation. For sponsored participants, the Secretariat will cover the costs of travel, accommodation, and medical insurance, and will provide a limited subsistence allowance to cover sundry expenses. Sponsored participants who do not intend to use the accommodation provided by the Secretariat are requested to indicate that to the Secretariat well in advance so that it does not incur hotel cancellation fees. In any case, the Secretariat will cover only the costs of accommodation it has 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. Sponsored 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, sponsored participants are expected **to arrive no earlier than 24 October 2006, and to depart no later than 28 October 2006**. The Secretariat will not cover expenses unrelated to the workshop 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 their tickets. Participants who have not been sponsored are requested to make their own travel and accommodation arrangements, although the Secretariat can, if requested, arrange accommodation at concessional rates, if these are available.
7. The workshop will be conducted in English. All participants must therefore possess a good command, both written and oral, of English.
8. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Italy.
9. Interested States are invited to complete the nomination form that is annexed to this Note, making sure in particular to provide all the contact details it requests. Completed forms should be addressed to the Director, External Relations Division,

OPCW, 32 Johan de Wittlaan, 2517 JR The Hague, the Netherlands. Nominations may also be submitted by fax to +31(0)70 306 3535, or by e-mail to [grb@opcw.org](mailto:grb@opcw.org). All nominations must be received by the Secretariat **no later than Monday, 4 September 2006**. Please be advised that participants must present an OPCW acceptance letter in order to register at the workshop.

10. Additional information on the workshop may be obtained from the Government Relations and Political Affairs Branch in the External Relations Division. The contact persons are Mr Malik Ellahi, Head, Government Relations and Political Affairs Branch (+31 (0)70 416 3237), Ms Marie Kagaju Laugharn (+31 (0)70 416 3238), and Mr Alejandro Matta (+31 (0)70 416 3740). The e-mail address for the Branch is [grb@opcw.org](mailto:grb@opcw.org).

Annex:

Nomination Form

## Annex

**WORKSHOP ON THE UNIVERSALITY  
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ROME, ITALY  
25 – 27 OCTOBER 2006**

**NOMINATION FORM**

Please submit the completed form **by 4 September 2006** to:  
The Director, External Relations Division, OPCW  
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands  
Fax: +31 (0)70 306 3535; e-mail: [grb@opcw.org](mailto:grb@opcw.org)

**Please use BLOCK LETTERS.**

1.	Government body making the nomination			
2.	Family name of nominee			
3.	First name(s)			
4.	Date of birth	Day	Month	Year
5.	Citizenship			
6.	Gender*	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
7.	Passport number			
8.	Date of issue	Day	Month	Year
9.	Expiry date	Day	Month	Year
10.	Place of issue			
11.	Function, if any, in regard to the implementation of the Convention			
12.	Employer			
13.	Employer's address  (Please do not give a post-office box number.)	Street		
		Number	Post code	
		City		
		Country		

\* For this and all like items, 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.	Has the nominee previously attended a workshop of this kind?	Yes <input type="checkbox"/> No <input type="checkbox"/> If so, when and where?
18.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/> No <input type="checkbox"/>
19.	Dietary requirements	Vegetarian <input type="checkbox"/> No special requirements <input type="checkbox"/>
20.	What areas of the Convention are of concern or interest to your country?	----- ----- ----- ----- -----
21.	Is a bilateral meeting with Secretariat staff required?	Yes <input type="checkbox"/> No <input type="checkbox"/>
		If so, please indicate what matters you would like to discuss: Verification-related <input type="checkbox"/> Legal <input type="checkbox"/> Other <input type="checkbox"/> Please specify: ----- ----- -----