



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/699/2008

1 July 2008

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A
REGIONAL MEETING OF REPRESENTATIVES OF
NATIONAL AUTHORITIES AND PARLIAMENTS IN ASIA
COLOMBO, SRI LANKA
25 AND 26 AUGUST 2008**

1. The Technical Secretariat (hereinafter “the Secretariat”) and the National Authority of Sri Lanka wish to invite the personnel of National Authorities to submit nominations for a regional meeting of representatives of National Authorities and parliaments in Asia, which will be held in Colombo, Sri Lanka, on 25 and 26 August 2008¹.
2. The Secretariat seeks nominations in two categories. The meeting is designed, on the one hand, as a forum for personnel from National Authorities who are involved daily with issues surrounding the national implementation of the Chemical Weapons Convention (hereinafter “the Convention”). Nominees in this category should actually be involved in implementing the Convention at the national level.
3. The Secretariat also seeks nominations from representatives of national parliaments in the region who are members of relevant parliamentary committees, or who have been or who will be directly involved in the adoption of national implementing legislation. Participants with this background would discuss the role parliaments can play in the implementation of the Convention, and consider ways of increasing awareness of the Convention amongst their fellow parliamentarians and thus enhancing their involvement in national implementation.
4. The overall objective of the meeting is to promote a greater understanding of the Convention on the part of parliamentarians who will be involved in the approval of national implementing legislation. The specific aims of the meeting are to:

¹ This meeting, originally scheduled to take place on 7 and 8 June 2007 (S/624/2007, dated 9 March 2007), was postponed at the request of the Government of Sri Lanka (S/624/2007/Rev.1), dated 16 May 2007). States Parties are, therefore, requested to submit new forms for the participants that they wish to nominate to attend (see Annex 2 to this Note).



- (a) promote a greater understanding on the part of parliamentarians of the obligations States Parties have under the Convention;
 - (b) enhance awareness of the need for States Parties to adopt comprehensive implementing legislation in order to fulfil those obligations;
 - (c) identify common implementation problems and draw up guidelines on how they can be resolved through such legislation; and
 - (d) contribute to greater self-sufficiency as regards national-implementation capacities.
5. In order for the Convention to be fully implemented, National Authorities and parliaments need to work closely together. The meeting will thus include a thematic segment that will be devoted to fostering such partnerships and to helping achieve the objectives both of the plan of action regarding the implementation of Article VII obligations, which was adopted by the Conference of the States Parties at its Eighth Session (C-8/DEC.16, dated 24 October 2003), and of the decisions on follow-up to it (C-10/DEC.16, dated 11 November 2005; C-11/DEC.4, dated 6 December 2006; and C-12/DEC.9, dated 9 November 2007). The Second Special Session of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention “encouraged strengthened learning, communication, and mutual cooperation through further engagement by the Secretariat, by National Authorities, and as appropriate, with parliamentary representatives” (paragraph 9.78 of RC-2/4, dated 18 April 2008).
6. All activities during the meeting will be conducted in English only. All participants are, therefore, expected to have a good command of English, both written and oral.
7. As at the date of this Note, 32% of States Parties had yet to inform the OPCW of the legislative and administrative measures they had taken to implement the Convention, in accordance with paragraph 5 of Article VII of the Convention. In some cases, delays have been caused by the length of time it takes for draft implementing legislation to be reviewed and approved. Parliaments can play an important role in expediting this process.
8. The Secretariat expects to be able to sponsor the attendance at the meeting of a limited number of participants. The Secretariat will be in a position to sponsor two parliamentarians and one representative of the National Authority 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. It will also arrange and pay for accommodation for these participants, unless any such participant requests otherwise. Sponsored participants who do not intend to use the accommodation provided by the Secretariat are requested to indicate that as soon as possible, so that it does not incur hotel cancellation fees. The daily subsistence allowance will remain unchanged for those sponsored participants who opt to make their own accommodation arrangements.

9. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. The Secretariat 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, sponsored participants are expected to arrive **no earlier than Tuesday, 24 August 2008**, and to depart **no later than Saturday, 27 August 2008**. The Secretariat's agreement is required for any changes to the arrival and departure dates for sponsored participants. The Secretariat will not cover expenses unrelated to the meeting or that result from unauthorised changes to travel arrangements. Sponsored participants shall bear all costs resulting from any changes they make 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.
10. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Sri Lanka. Participants who will require an entry visa are advised to contact the nearest diplomatic mission of Sri Lanka as soon as possible.
11. As noted above, nominations are invited both from the staff of National Authorities and from representatives of national parliaments in the region. For each nominee, the National Authority should complete the nomination form that is included as Annex 2 to this Note, making sure in particular to provide all the contact details requested. 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, but in any case the Secretariat must receive them **no later than Monday, 28 July 2008**. Please be advised that participants must present an OPCW acceptance letter in order to register at the meeting.
12. Additional information about the meeting 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

**REGIONAL MEETING OF REPRESENTATIVES OF
NATIONAL AUTHORITIES AND PARLIAMENTS IN ASIA
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PROVISIONAL PROGRAMME

Time	Activity
25 August 2008	The Role of Parliaments in the Implementation of the Convention
09:00 – 10:00	Registration
10:00 – 10:45	Opening ceremony
10:45 – 11:00	<i>Coffee break</i>
11:00 – 11:45	The Chemical Weapons Convention and the OPCW
11:45 – 12:30	The obligations of States Parties under the Convention
12:30 – 14:00	<i>Lunch</i>
14:00 – 14:45	Status of implementation of the Convention
14:45 – 15:30	The effective and comprehensive implementation of the Convention: requirements regarding legislative and administrative measures
15:30 – 15:45	<i>Coffee break</i>
15:45 – 16:45	Round-table discussion: States Parties' perspectives on the role of parliaments in the implementation of the Convention
16:45 – 17:00	Summing-up
17:15	<i>Reception</i>
26 August 2008	Enforcing National Implementing Legislation
10:00 – 11:00	The legal basis for controls on toxic chemicals and for combatting illicit trafficking: Convention definitions and prohibitions, controls on imports and exports, and the enforcement of national legislation
11:00 – 11:15	<i>Coffee break</i>
11:15 – 13:30	Visit to the Sri Lankan Parliament
13:30	<i>Lunch, and closure</i>

Annex 2

**REGIONAL MEETING OF REPRESENTATIVES OF
NATIONAL AUTHORITIES AND PARLIAMENTS
IN ASIA
COLOMBO, SRI LANKA
25 AND 26 AUGUST 2008**

NOMINATION FORM

Please submit the completed form **by 28 July 2008** 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.	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.	Position	
12.	Employer**	
13.	Employer's 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

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

** An answer is not required of parliamentarians.

*** Parliamentarians are requested to furnish a postal address at which they can be contacted.

17.	Has the nominee previously attended a meeting 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"/>

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