



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/705/2008

14 July 2008

ENGLISH and FRENCH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR THE
SIXTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN AFRICA
KAMPALA, UGANDA
11 – 13 NOVEMBER 2008**

1. On behalf of the Government of Uganda and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite National Authorities to submit nominations for the Sixth Regional Meeting of National Authorities of States Parties in Africa, which will be held in Kampala, Uganda, from 11 to 13 November 2008.
2. At its Eighth Session, the Conference of the States Parties (hereinafter “the Conference”) adopted a plan of action regarding the implementation of Article VII obligations (C-8/DEC.16, dated 24 October 2003), and at its Tenth Session adopted a decision on follow-up to that plan (C-10/DEC.16, dated 11 November 2005). At its Eleventh Session, the Conference adopted a decision on sustaining follow-up to the plan of action (C-11/DEC.4, dated 6 December 2006), in which the Technical Secretariat (hereinafter “the Secretariat”) was requested “to continue and enhance its efforts to assist States Parties...to meet their obligations under Article VII”. At its Twelfth Session, the Conference reiterated this request to assist States Parties with a view to addressing their practical national implementation issues and concerns regarding, *inter alia*, matters related to industry and trade (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, or Second Review Conference, encouraged the States Parties and the Secretariat to continue to support the implementation of the aforementioned decision of the Conference to achieve full implementation of Article VII obligations (RC-2/4, dated 18 April 2008).
3. In this context, this meeting will serve as a forum in which States Parties in the region can present their needs for assistance in relation to these obligations, and during which they can also indicate what assistance they can offer to other States Parties. In addition, it will help the Secretariat to determine how it can enhance the assistance it offers to States Parties in the region in the light of the aforementioned Conference decisions.



4. The meeting will also serve as a forum in which representatives of National Authorities can confer with each other, with Secretariat staff, and with resource persons who have been invited to the meeting, in order to identify what further steps, if any, each State Party needs to take in order to implement its Article VII obligations. The programme for the meeting includes the following items:
 - (a) a review of the requirements of Article VII of the Chemical Weapons Convention (hereinafter “the Convention”);
 - (b) a review of, and comments on, national requests for and offers of implementation support, with particular regard to the establishment and running of a National Authority and the drafting of implementing legislation;
 - (c) the OPCW Programme to Strengthen Cooperation with Africa and discussions on implementation-support activities for the region and subregions;
 - (d) outreach to industry and identification of declarable industry;
 - (e) the provisions of the Convention regarding the trade in chemicals;
 - (f) common problems in reporting imports and exports, and progress regarding solutions;
 - (g) implementation by National Authorities of the provisions on the import and export of scheduled chemicals;
 - (h) other key developments regarding Article VI issues and their potential impact on Africa;
 - (i) overview of the OPCW recruitment mechanism; and
 - (j) bilateral meetings with Secretariat staff.

5. Nominees should actually be involved in the national implementation of the Convention. Participants from each State Party represented at the meeting will be expected to make presentations in each of the following areas:
 - (a) the status of implementation of the Convention in the State Party in question, including as regards the designation or establishment of a National Authority, and the status of national implementing legislation or administrative measures;
 - (b) any problems encountered in these areas, and any support required to address them;
 - (c) what offers of support, and in which areas of expertise, the State Party can make to other States Parties in the region, as well as any conditions for such offers, and the dates on which the support will be available;
 - (d) efforts by National Authorities to implement the provisions of the Convention on matters related to trade and industry; and

- (e) what steps National Authorities are taking to engage the relevant stakeholders in creating awareness about the Convention.
6. The provisional programme for the meeting is included as Annex 1 to this Note.
 7. The Secretariat expects to be able to sponsor the participation of a limited number of representatives of National Authorities and of those involved in drafting national implementing legislation. 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 the Secretariat does not incur hotel cancellation fees. In any case, the Secretariat will not cover the costs of any accommodation it has not arranged.
 8. 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 Monday, 10 November 2008** and to depart **no later than Friday, 14 November 2008**. The Secretariat's agreement is required for any changes to the arrival and departure dates. The Secretariat will not cover expenses unrelated to the meeting or that result from changes to 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.
 9. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Uganda. When applying for any entry visa, they should present the Embassy or Consulate of Uganda with a copy of the acceptance letter from the OPCW.
 10. All activities during the meeting will be conducted in English, with interpretation into French. All participants are therefore expected to have a good written and oral command of one of these languages.
 11. 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 26 September 2008**. Nominations received by the Secretariat after the deadline will not be considered for sponsorship. 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 persons are Mr Bernard Amoh (+31 (0)70 416 3376) and Ms Hager Bassyouni (+31 (0)70 416 3709).

Annexes (English only):

- Annex 1: Provisional Programme
- Annex 2: Nomination Form

Annex 1

**SIXTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN AFRICA
KAMPALA, UGANDA
11 – 13 NOVEMBER 2008**

PROVISIONAL PROGRAMME

Time	Activity
<i>Tuesday, 11 November 2008</i>	
08:30 – 09:30	Registration
09:30 – 10:00	Opening
10:00 – 10:30	<i>Coffee/tea break</i>
10:30 – 11:00	Status of the implementation of the Convention
11:00 – 11:15	Provisions of the Convention regarding trade in scheduled chemicals <ul style="list-style-type: none"> • Trade in scheduled chemicals in Africa
11:15 – 12:00	Common problems in reporting imports/exports, and progress regarding solutions <ul style="list-style-type: none"> • Discrepancies in CWC import/export reporting • Progress towards understanding on imports and exports • Progress in identification of scheduled chemicals in the Harmonised System
12:00 – 14:00	<i>Lunch break</i>
14:00 – 15:00	Panel discussion on the role of National Authorities/customs authorities in implementing the provisions of the Convention on imports and exports
15:00 – 16:00	Panel session on outreach to industry and identification of declarable activities (plant sites and import/export)
16:00 – 16:15	<i>Coffee/tea break</i>
16:15 – 17:15	Other key developments regarding Article VI issues and their potential impact on Africa <ul style="list-style-type: none"> • Progress regarding the VIS Project • Industry cluster and Second Review Conference discussions • OCPF declarations and inspection selection mechanism
<i>Wednesday, 12 November 2008</i>	
09:30 – 10:00	Engaging relevant stakeholders in drafting and enactment of national implementing legislation
10:00 – 10:30	OPCW Programme to Strengthen Cooperation with Africa
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:00	Panel discussion on OPCW Programme to Strengthen Cooperation with Africa
12:00 – 14:00	<i>Lunch break</i>
14:00 – 15:00	Briefing on recruitment policies, procedures, and practices
15:00 – 16:00	Ways to further facilitate the implementation of Article VII of the Convention in Africa: prospects for subregional cooperation
16:00 – 18:00	Bilateral consultations among National Authorities, and between National Authorities and the Secretariat
<i>Thursday, 13 November 2008</i>	
09:00 – 12:30	Bilateral consultations among National Authorities, and between National Authorities and the Secretariat
12:30 – 13:00	Summing-up, and closing ceremony

Annex 2

**SIXTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN AFRICA
KAMPALA, UGANDA
11 – 13 NOVEMBER 2008**

NOMINATION FORM

Please submit the completed form **by 26 September 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 TYPE or use BLOCK LETTERS.

1.	Family name of nominee*			
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"/>	

--- 0 ---

* Please give the first and family names exactly as they appear in the nominee's passport. Incorrect or insufficient information may result in travel-related difficulties.

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