



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/739/2009

2 March 2009

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A REGIONAL WORKSHOP
FOR CUSTOMS AUTHORITIES IN ASIA
ON TECHNICAL ASPECTS OF THE TRANSFERS REGIME
HONG KONG, 10 – 12 JUNE 2009**

1. On behalf of the OPCW and the Government of the People's Republic of China, the Director-General wishes to invite National Authorities from States Parties in Asia to nominate participants for a regional workshop for customs authorities on technical aspects of the transfers regime of the Chemical Weapons Convention (hereinafter "the Convention"). The regional workshop, which will be held in Hong Kong from 10 to 12 June 2009, is intended for senior customs officials who are involved with implementing the transfers regime under the Convention. The aim of the workshop is to discuss best practices in this area and practical issues that have an impact on the ability of customs authorities to effectively track the transfers of chemicals relevant to the Convention.
2. 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. This workshop will provide participating States Parties with information on the following topics:
 - (a) overview of the Convention and the Organisation for the Prohibition of Chemical Weapons;
 - (b) identification of chemicals relevant to the Convention, including the Harmonised System, current recommendations of the World Customs Organisation (WCO), and potential changes to that system and those recommendations as they concern scheduled chemicals;
 - (c) sources of information for customs officials and customs laboratories: the Handbook on Chemicals, the OPCW Central Analytical Database, and other useful databases;



- (d) customs-related matters, such as discrepancies in the reporting of transfers of scheduled chemicals, free ports and free zones, risk assessments, transshipments, and software for customs services;
 - (e) common problems and practical issues in controlling the chemical trade; and
 - (f) the potential role of port authorities in assisting customs authorities and National Authorities in controlling the trade in scheduled chemicals (in particular transit and transshipment).
3. Participants attending the workshop are encouraged to make presentations on the various topics that 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.
4. The Technical Secretariat (hereinafter “the Secretariat”) expects to be able to sponsor the participation of one senior representative from the customs authority of each participating State Party from the region. As key aims of the workshop will be to share best practice between customs services and to ensure the maximum dissemination of the information provided throughout national customs services, States Parties are encouraged to nominate the representative from the relevant operational department within the customs service dealing with the control of scheduled chemicals.
5. 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.
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, 9 June 2009**, and to **depart no later than Saturday, 13 June 2009**. The Secretariat’s agreement is required for any changes to the arrival and departure dates. The Secretariat will not cover expenses unrelated to the training course or that result from unauthorised changes in travel arrangements. Sponsored participants shall bear all costs resulting from changes they make, including cancellations, once the Secretariat has purchased tickets.
7. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Hong Kong. When applying for any entry visa required, they should present the Chinese Embassy or Consulate with a copy of the acceptance letter from the OPCW.

8. The workshop will be conducted in English, and no interpretation services 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 Monday, 27 April 2009**. Please be advised that participants must present an OPCW acceptance letter in order to register for the workshop. National Authorities are kindly requested to note that the Secretariat will not accept any nominations for sponsorship after the final date for receipt of nominations.
10. Additional information about the training course may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division. The contact person is Mr V.B. Dhavle, who can be reached at +31 (0)70 416 3823, or Mr Maharage Ananda Perera at +31 (0)70 416 3818.

Annexes:

- Annex 1: Provisional Programme
Annex 2: Nomination Form

Annex 1

**REGIONAL WORKSHOP
FOR CUSTOMS AUTHORITIES IN ASIA
ON TECHNICAL ASPECTS OF THE TRANSFERS REGIME
HONG KONG, 10 – 12 JUNE 2009**

PROVISIONAL PROGRAMME

Time	Activity
<i>Wednesday 10 June</i>	
08:30 – 09:00	Registration
09:00 – 09:30	Opening of workshop
09:30 – 10:00	<i>Tea / coffee break</i>
10:00 – 10:45	Introduction to the Chemical Weapons Convention (CWC) and the Organisation for the Prohibition of Chemical Weapons <ul style="list-style-type: none"> • History of chemical weapons and the need for the CWC • Brief overview of the CWC and current status of implementation
10:45 – 11:15	The role of the National Authority and interaction with customs authorities
11:15 – 11:45	Legal framework for the transfers regime under the CWC
11:45 – 12:15	Transfer provisions of the CWC <ul style="list-style-type: none"> • Chemicals covered • Transfer requirements
12:15 – 12:30	Trade in scheduled chemicals in Asia
12:30 – 14:00	<i>Lunch</i>
14:00 – 14:30	Identification of CWC-related chemicals (1): Harmonised System <ul style="list-style-type: none"> • Current WCO recommendation • Simplified WCO recommendation • Possible future amendments to the Harmonised System
14:30 – 15:00	Identification of CWC-related chemicals (2): Other information tools for customs officers <ul style="list-style-type: none"> • Handbook on Chemicals • OPCW Chemical Analytical Database (OCAD) • Most-traded chemicals • Other useful databases
15:00 – 15:30	Role of customs laboratory/chemical unit in controlling the trade in CWC-related chemicals
15:30 – 16:00	<i>Tea / coffee break</i>
16:00 – 17:30	Panel discussion on issues related to identification of scheduled chemicals

Time	Activity
Thursday, 11 June	
09:00 – 09:45	Common Problems in Reporting Imports/Exports and Progress Towards Solutions: <ul style="list-style-type: none"> • Discrepancies in CWC import/export reporting • Free ports/zones • Transshipment and transit • Country of origin versus country of dispatch • Recent decision on guidelines on import/export reporting
09:45 – 10:30	Potential role of port authorities in assisting customs authorities and National Authorities in controlling the trade in scheduled chemicals (in particular transits and transshipment)
10:30 – 11:00	<i>Tea / coffee break</i>
11:00 – 12:00	Practical issues in controlling the chemical trade <ul style="list-style-type: none"> • Import/export licensing • Risk assessment • Customs software • Control of transshipment and transit • Smuggling/diversion methods for chemicals
12:00 – 14:00	<i>Lunch</i>
14:00 – 15:30	Panel discussion on common problems and practical issues in controlling chemical trade
15:30 – 16:00	<i>Tea / coffee break</i>
16:00 – 17:00	Panel discussion on common problems and practical issues in controlling chemical trade (continued)
Friday, 12 June	
09:00 – 12:00	Visit to port
12:00 – 13:00	Conclusions and closure
13:00 – 14:00	<i>Lunch</i>

Annex 2

**REGIONAL WORKSHOP
FOR CUSTOMS AUTHORITIES IN ASIA
ON TECHNICAL ASPECTS OF THE TRANSFERS REGIME
HONG KONG, 10 – 12 JUNE 2009
NOMINATION FORM**

Please submit the completed form **by 27 April 2009** 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.