



**OPCW**

**Technical Secretariat**

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Verification Division  
External Relations Division  
S/781/2009  
5 August 2009  
ENGLISH only

**NOTE BY THE TECHNICAL SECRETARIAT**

**CALL FOR NOMINATIONS FOR A WORKSHOP ON  
MATTERS RELATED TO OTHER CHEMICAL PRODUCTION FACILITIES  
THE HAGUE, THE NETHERLANDS  
25 AND 26 NOVEMBER 2009**

1. The Technical Secretariat (hereinafter “the Secretariat”) is pleased to inform Member States that a workshop on matters related to other chemical production facilities (OCPFs), funded from voluntary contributions, will be held at the headquarters of the Organisation for the Prohibition for Chemical Weapons (OPCW) in The Hague, the Netherlands.
2. This two-day workshop will take place on 25 and 26 November 2009, immediately before the Eleventh Annual Meeting of National Authorities, from 27 to 29 November 2009, just prior to the Fourteenth Session of the Conference of States Parties (hereinafter “the Conference”) (see S/782/2009, dated 5 August 2009).
3. The industry verification regime provided for under the Chemical Weapons Convention (hereinafter “the Convention”) is a key tool towards achieving its goals of non-proliferation and confidence building. At the Second Special Session of the Conference of the States Parties to Review the Operation of the Convention (hereinafter “the Second Review Conference”), the Member States, while noting that the OPCW had established an effective verification system, further noted that such a system will need to continue to be improved in a manner consistent with the Convention in response to advances in science and technology (paragraph 9.42, RC-2/4, dated 18 April 2008).
4. The Second Review Conference also recalled the decision taken by the Council at its Twenty-Sixth Meeting to undertake discussions, under the industry cluster, in 2007, with the assistance of relevant experts of the Secretariat and States Parties, on the main issues related to the implementation of the verification regime established by Article VI of the Convention, including, inter alia, the frequency of inspections of the different categories of facilities to be inspected, as required by the Convention (paragraph 9.56, RC-2/4).



5. In relation to the declaration and inspection of OCPFs (Part IX of Verification Annex of the Convention), the Second Review Conference noted the desirability of directing inspections towards facilities of greater relevance to the object and purpose of the Convention and of removing irrelevant facilities from the declarations and inspections (paragraph 9.65, RC-2/4).
6. The OCPF verification regime covers the largest segment of the chemical industry, with over 4,400 plant sites declared in 78 States Parties as at 31 December 2008. Inspection experience has shown that the complexity of OCPFs varies widely and the implementation of the verification regime at these sites remains an important issue for States Parties, as well as for representatives from the chemical industry. In addition, the growth and globalisation of the chemical industry, along with advances in science and technology, are of increasing importance to the OCPF regime in the overall scheme of industry verification.
7. The purpose of this workshop is to enhance the participants' understanding of the technical aspects of the OCPF verification regime by looking at past experience, present practice, and future challenges with a view to ensuring the effective implementation of the relevant provisions of the Convention, as well as the full achievement of its goals in the area of non-proliferation and confidence building.
8. The workshop will focus on the following:
  - (a) the nature and capabilities of OCPFs (technical features);
  - (b) OCPF declaration and verification requirements;
  - (c) the Secretariat's experience in conducting OCPF inspections; and
  - (d) relevant advances in science and technology as well as other developments in the chemical industry.
9. The Secretariat wishes to invite National Authorities to submit nominations for the workshop. The Secretariat particularly welcomes nominations of representatives who have been or will be directly involved with the implementation of Article VI (OCPF regime) of the Convention. Industry representatives and professional industry associations are also invited to attend the meeting.
10. The workshop will be conducted in English. All participants must therefore possess a good command of English, both written and oral.
11. The Secretariat expects to be able to sponsor the participation of a limited number of participants. Each nomination should specify whether sponsorship is a condition for the nominee's participation. For sponsored participants, the Secretariat will cover the costs of travel and medical insurance, and will provide a limited subsistence allowance to cover meals and 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 be in a position to cover the costs of any accommodation it has not arranged.

12. 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. Sponsored participants shall bear all costs resulting from any changes they make once the Secretariat has purchased tickets.
13. 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. In order for the Secretariat to keep costs at a minimum, sponsored participants are expected to arrive no earlier than **24 November 2009** and to depart no later than **27 November 2009**.
14. Participants are requested to obtain any necessary visas (including transit visas) before travelling to the Netherlands.
15. 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, External Relations 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 +31 (0)70 416 3280, or by e-mail to [grb@opcw.org](mailto:grb@opcw.org). All nominations must be received by the Secretariat no later than **2 October 2009**.
16. Additional information about the workshop may be obtained from the Government Relations Branch, External Relations Division. The contact person is Ms Eva Perez, who can be reached at +31 (0)70 416 3237.

Annexes:

- Annex 1: Provisional Programme  
Annex 2: Nomination Form

**Annex 1**

**WORKSHOP ON  
MATTERS RELATED TO OTHER CHEMICAL PRODUCTION FACILITIES  
THE HAGUE, THE NETHERLANDS  
25 AND 26 NOVEMBER 2009**

**PROVISIONAL PROGRAMME**

**Day 1 – Wednesday, 25 November 2009**

- a. Registration
- b. Opening of the workshop – Statement by Director-General
- c. Session 1 “*Evolving chemical industry and the OCPF Regime*”
  - i. Declaration and verification of OCPFs
  - ii. Changing production trends and other developments in the chemical industry affecting the OCPF regime
- d. Session 2 “*Characteristics of OCPFs*”
  - i. Nature and capabilities of OCPFs (technical features)
  - ii. Chemical production processes
  - iii. Operational requirements
- e. Session 3 “*Approaches to make the CWC more effective through the OCPF Regime*”
  - i. Inspection procedures (including possible use of sampling and analysis in OCPF inspections)
  - ii. Improving information submitted in declarations
  - iii. Confidential business information
  - iv. Inspection experience gained by the Secretariat
  - v. Relevance of OCPF regime in an evolving chemical industry
- f. Evening: Reception

**Day 2 – Thursday, 26 November 2009**

- g. Visit to an OCPF (tour, observation of different plant configurations, etc.)\*

\* To be confirmed.

## Annex 2

**WORKSHOP ON  
MATTERS RELATED TO OTHER CHEMICAL PRODUCTION FACILITIES  
THE HAGUE, THE NETHERLANDS  
25 AND 26 NOVEMBER 2009**

**NOMINATION FORM**

Please submit the completed form **by 2 October 2009** to:  
The Director, External Relations Division, OPCW  
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands  
Fax: +31 (0)70 306 3535/416 3280; e-mail: [grb@opcw.org](mailto:grb@opcw.org)

**Please type or 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			
	Date of issue	Day	Month	Year
	Expiry date	Day	Month	Year
	Place of issue			
8.	Employer			
9.	Position (including title)			
10.	Employer's address (Please do not give a post-office box number.)	Street		
		Number	Post code	
		City		
		Country		
11.	E-mail address			
12.	Telephone numbers, (including country and city codes)	Home		
		Work		
		Mobile		
13.	Fax numbers, (including country and city codes)	Home		
		Work		
14.	Is sponsorship a condition for participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
15.	Is the participant going to attend the Eleventh Annual Meeting of National Authorities?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
16.	Is the participant going to attend the Fourteenth Session of the Conference?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

\* Family name and first name should be as they appear in the passport.

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