



**OPCW**

**Technical Secretariat**

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International Cooperation and Assistance Division

S/788/2009

26 August 2009

ENGLISH and FRENCH only

**NOTE BY THE TECHNICAL SECRETARIAT**

**CALL FOR NOMINATIONS FOR THE  
SEVENTH REGIONAL MEETING OF NATIONAL AUTHORITIES  
OF STATES PARTIES IN AFRICA  
RABAT, MOROCCO  
27 – 29 OCTOBER 2009**

1. On behalf of the Government of Morocco and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite National Authorities to submit nominations for the Seventh Regional Meeting of National Authorities of States Parties in Africa, which will be held in Rabat, Morocco, from 27 to 29 October 2009.
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). At its Thirteenth Session, the Conference adopted a decision (C-13/DEC.7, dated 5 December 2008) on the implementation of Article VII obligations, which recalled its earlier decision adopted at its Twelfth Session concerning follow-up to the plan of action (C-12/DEC.9).
3. The Second Special Session of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention also welcomed the efforts made by States Parties to assist each other, upon request, in their national implementation measures (RC-2/4, dated 18 April 2008). It further noted the value of bilateral assistance and networking within and among regions, especially for States Parties with limited resources who may need particular assistance.
4. 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 determine how it can enhance the assistance it offers to States Parties in the region in the light of the aforementioned Conference decisions.

5. The meeting is also to 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.
6. The programme for the meeting includes the following items:
  - (a) a review of, and the sharing of best practices and lessons learnt in implementing them;
  - (b) a review of 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) a review of the OPCW Programme to Strengthen Cooperation with Africa and discussions on how it may enhance the implementation of national obligations of States Parties in the region and promote regional and subregional collaboration;
  - (d) outreach to industry and identification of declarable industry;
  - (e) the provisions of the Chemical Weapons Convention (hereinafter “the Convention”) regarding the trade in chemicals;
  - (f) implementation by National Authorities of the provisions on the import and export of scheduled chemicals;
  - (g) common problems in reporting imports and exports, and progress regarding solutions;
  - (h) recent developments regarding Article VI issues and their potential impact on Africa; and
  - (i) bilateral meetings with Secretariat staff.
7. 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 contributions to discussions and group exercises in each of the following areas:
  - (a) the status of implementation of the Convention in the State Party in question, including the designation or establishment of a National Authority and the current status of its national implementing legislation and/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/subregion, as well as any conditions for such offers, and the dates on which this support will be available;
  - (d) an update on the practices undertaken by National Authorities to gather data on the import and export of scheduled chemicals;
  - (e) efforts by National Authorities to implement the provisions of the Convention on matters related to trade and industry; and
  - (f) what steps National Authorities are taking to engage relevant stakeholders and to sensitise them to the Convention.
8. The provisional programme for the meeting is included as Annex 1 to this Note.
9. 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 no case will the Secretariat cover the costs of any accommodation it has not arranged.
10. 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, 26 October 2009** and to depart **no later than Friday, 30 October 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 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.
11. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Morocco. When applying for any entry visa, they should present the Embassy or Consulate of Morocco with a copy of the acceptance letter from the OPCW.

12. 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.
13. 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](mailto:ipb@opcw.org). All nominations must be received by the Secretariat **no later than Friday, 25 September 2009**. 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.
14. 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:

Annex 1: Provisional Programme

Annex 2: Nomination Form

**Annex 1**

**SEVENTH REGIONAL MEETING OF NATIONAL AUTHORITIES  
OF STATES PARTIES IN AFRICA  
RABAT, MOROCCO  
27 – 29 OCTOBER 2009**

**PROVISIONAL PROGRAMME**

<b>Time</b>	<b>Activity</b>
<b><i>Tuesday, 27 October 2009</i></b>	
08:00 – 09:00	Registration
09:00 – 09:45	Opening
09:45 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:30	Status of the implementation of the Convention
10:30 – 11:30	Possible mechanisms to fulfil the objectives of the Convention
11:30 – 12:30	International cooperation and assistance programmes of the OPCW
12:30 – 14:30	<i>Lunch break</i>
14:30 – 15:30	The OPCW Programme to Strengthen Cooperation with Africa
15:30 – 15:45	<i>Coffee/tea break</i>
15:45 – 16:45	Round-table discussion on how the OPCW Programme to Strengthen Cooperation with Africa may enhance national implementing obligations
16:45 – 17:00	Presentation of conclusions of round-table discussion
<b><i>Wednesday, 28 October 2009</i></b>	
09:00 – 10:00	Recent developments regarding Article VI issues and their potential impact on Africa
10:00 – 10:30	Implementing national obligations under the Convention: Morocco's experience
10:30 – 10:45	<i>Coffee/tea break</i>
10:45 – 12:00	National implementation, challenges, and opportunities from the perspective of the Secretariat
12:00 – 13:00	Participants break up into groups to discuss and report on fulfilling national obligations through subregional and regional collaboration
13:00 – 14:30	<i>Lunch break</i>
14:30 – 15:15	Group discussion and reporting (continued)
15:15 – 15:30	<i>Coffee/tea break</i>
15:30 – 16:30	Presentation of group reports on fulfilling national obligations through subregional and regional collaboration
16:30 – 17:30	Bilateral consultations among National Authorities, and between National Authorities and the Secretariat
<b><i>Thursday, 29 October 2009</i></b>	
09:00 – 12:30	Bilateral consultations among National Authorities, and between National Authorities and the Secretariat (continued)
12:30 – 13:30	Evaluation, summing up, and closing ceremony

**Annex 2**

**SEVENTH REGIONAL MEETING OF NATIONAL AUTHORITIES  
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RABAT, MOROCCO  
27 – 29 OCTOBER 2009**

**NOMINATION FORM**

Please submit the completed form **by Friday, 25 September 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](mailto: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"/>

\* 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.

18.	Is a meeting with the Technical Secretariat required?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		If so, which Division(s)/Branch(es) would you like to consult with?	
		i. Office of the Legal Adviser (LAO)	<input type="checkbox"/>
		ii. Verification Division (VER)	<input type="checkbox"/>
		iii. International Cooperation & Assistance Division (ICA)	<input type="checkbox"/>

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