



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/794/2009

2 October 2009

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**INVITATION TO PARTICIPATE IN THE INITIAL PLANNING MEETING FOR THE
THIRD OPCW EXERCISE ON THE DELIVERY OF ASSISTANCE (ASSISTEX 3)
TUNIS, TUNISIA
17 – 19 NOVEMBER 2009**

1. In accordance with the procedures set forth in paragraphs 9, 10, and 11 of Article X of the Chemical Weapons Convention (hereinafter “the Convention”) in order to provide assistance and protection against the use or threat of use of chemical weapons and to be able to implement the provisions of Article X, the OPCW is required to develop and maintain a state of readiness to provide timely, adequate, and efficient assistance to a State Party that requests it. The OPCW should be in a position to mobilise the mechanisms established for rendering assistance, to coordinate its assistance-related activities with those of all relevant national agencies and international organisations so that the Technical Secretariat (hereinafter “the Secretariat”) can facilitate arrangements for assistance from the international community, and to ensure that such assistance reaches the requesting State Party.
2. In its Note S/760/2009, dated 22 April 2009, the Secretariat invited States Parties and relevant international organisations to participate in the third exercise on delivery of assistance, ASSISTEX 3, which is to be held in Tunis, Tunisia, from 11 to 15 October 2010.
3. Interested States Parties that have made offers of assistance under paragraph 7 of Article X of the Convention were invited to inform the Secretariat no later than 15 September 2009 as to whether they intended to participate in ASSISTEX 3, and to inform the Secretariat of the capacity of the unit or units they will send, including the number of people and a list of equipment they will contribute.
4. The Secretariat would like to invite interested States Parties, including those that have already decided to participate in the exercise, to nominate representatives for the initial planning meeting for the preparation of ASSISTEX 3. The meeting will be held in Tunis, Tunisia, from 17 to 19 November 2009. The main objective of the meeting is to discuss the involvement of States Parties and the logistical aspects of their participation.



5. Participants are expected to cover the costs of their participation in the planning meeting. All interested individuals are requested to complete the attached nomination form and send it by fax (+31 (0)70 416 3209), or e-mail (EmergAssistBr@opcw.org) to the Assistance and Protection Branch, International Cooperation and Assistance Division, **by 26 October 2009**.

6. Further information may be obtained from the Secretariat. The contact persons are Mr Gennadi Lutay, +31 (0)70 416 3555, Mr Ervin Farkas, +31 (0)70 416 3261, and Ms Cristina Rodrigues, +31 (0)70 416 3774; they can also be reached by e-mail at EmergAssistBr@opcw.org.

Annexes:

- Annex 1: Nomination Form
Annex 2: Provisional Agenda

Annex 1

**INITIAL PLANNING MEETING FOR THE THIRD OPCW EXERCISE
ON THE DELIVERY OF ASSISTANCE (ASSISTEX 3)
TUNIS, TUNISIA
17 – 19 NOVEMBER 2009**

NOMINATION FORM

Please submit the completed form **by 26 October 2009** to:
Assistance and Protection Branch
International Cooperation and Assistance Division
OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands
Fax: +31 (0)70 416 3209; e-mail: EmergAssistBr@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.	Employer's address (Please do not give a post-office box number)	Street	
		Number	Post code
		City	
		Country	
13.	E-mail address		
14.	Telephone numbers, including country and city codes	Home	
		Work	
		Mobile	
15.	Fax numbers, including country and city codes	Home	
		Work	

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

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

Annex 2

**INITIAL PLANNING MEETING FOR THE THIRD OPCW EXERCISE
ON THE DELIVERY OF ASSISTANCE (ASSISTEX 3)
TUNIS, TUNISIA
17 – 19 NOVEMBER 2009**

PROVISIONAL AGENDA

Time	Activity	Introduced by
<i>Tuesday, 17 November 2009</i>		
09:00 – 09:30	Opening of the meeting	Tunisia/OPCW
09:30 – 10:00	Presentation on Tunisia's objectives for the exercise	Tunisia
10:00 – 10:30	Presentation on the OPCW's objectives for the exercise	OPCW
10:30 – 11:00	An overview of exercise Joint Assistance 2005 and lessons learned	OPCW
11:00 – 11:15	<i>Coffee break</i>	
11:15 – 11:30	Information on the exercise site	Tunisia
11:30 – 12:00	Timetable for ASSISTEX 3	OPCW
12:00 – 12:30	Current status of the exercise scenario	OPCW
12:30 – 14:30	<i>Lunch break</i>	
14:30 – 15:15	Logistical aspects involving participants, guests, and observers	Tunisia
15:15 – 16:00	Safety and security of the participants, guests, and observers; medical support	Tunisia
16:00 – 16:15	<i>Coffee break</i>	
16:15 – 17:15	Points of entry into the country, border-crossing procedures for the participants, and other legal and logistic issues	Tunisia
<i>Wednesday, 18 November 2009</i>		
09:00 – 12:30	Visit to the exercise site	All participants
12:30 – 14:30	<i>Lunch break</i>	
14:30 – 16:00	Presentation by nations on their proposed/planned participation in the exercise	All participants
16:00 – 16:15	<i>Coffee break</i>	
16:15 – 17:15	Feasibility of further development of the exercise scenario in order to meet expectations of participating nations	OPCW
<i>Thursday, 19 November 2009</i>		
09:00 – 09:30	Seminars (subjects, structure, organisational background)	Tunisia
09:30 – 10:00	Exhibition	Tunisia
10:00 – 10:30	Training	OPCW
10:30 – 11:00	Demonstrations	OPCW
11:00 – 11:15	<i>Coffee break</i>	
11:15 – 11:30	Observers' programme	OPCW
11:30 – 12:30	Evaluation	OPCW
12:30 – 14:30	<i>Lunch break</i>	
14:30 – 16:00	General financial conditions of the exercise	OPCW
16:00 – 16:15	<i>Coffee break</i>	
16:15 – 16:30	Main and final planning conferences (dates and venue(s), deadlines and tasks)	Tunisia/OPCW
16:30 – 17:15	Closing remarks	Tunisia/OPCW