



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/992/2011

14 February 2012

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A
SEMINAR ON THE CHEMICAL WEAPONS CONVENTION AND
CHEMICAL-SAFETY-AND-SECURITY MANAGEMENT FOR
MEMBER STATES OF THE OPCW IN THE REGION OF SOUTHEAST AND
SOUTH ASIA
KUALA LUMPUR, MALAYSIA
8 – 11 MAY 2012**

1. On behalf of the Government of Malaysia and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General is pleased to invite National Authorities and/or governmental representatives responsible for chemical-safety management, representatives from chemical-industry associations, and managers involved in chemical-industry safety and in Responsible Care® to submit applications for a seminar for Member States of the OPCW in the Southeast and South Asia region on the Chemical Weapons Convention (hereinafter “the Convention”) and on chemical-safety-and-security management, to be held in Kuala Lumpur, from 8 to 11 May 2012.
2. The seminar is being organised in response to a decision of the Conference of the States Parties at its Sixteenth Session (C-16/DEC.10, dated 1 December 2011) and seeks to promote chemical-safety-and-security management, particularly in regard to the chemical industry in Southeast and South Asian countries. Its overall goal is to sensitise States Parties to new approaches that can be adopted in relation to chemical safety-and-security management, with a particular focus on providing assistance to small and medium-sized enterprises. By promoting and disseminating standardised and best practices in chemical safety, the seminar will benefit chemical-industry personnel who are involved in safety-and-security management issues, enhance the capacities of National Authorities and chemical industry associations that are in Southeast and South Asia, and indirectly benefit the general public as a whole.
3. The objectives of the seminar include the following:
 - (a) to provide an opportunity for participating States Parties to consider and discuss specific chemical safety-and-security management issues related to chemical processes that have a direct bearing on the effective implementation of the Convention;



- (b) to contribute to the sharing of information and the exchange of experiences on the practical implementation of chemical safety-and-security management programmes;
 - (c) to review best practices in regard to the safety-and-security management of chemicals and to generate, through interactions and discussions, recommendations on the structure for future standardised seminars to promote these practices in small and medium-sized enterprises in States Parties in the region of Southeast and South Asia;
 - (d) to foster wider cooperation between States Parties on issues related to the chemical industry, in order that the objectives of Article XI of the Convention of promoting the peaceful uses of chemistry can be achieved; and
 - (e) to enhance and promote the safe and secure handling of chemicals at the national level.
4. This seminar is designed to provide ample time for question-and-answer sessions, and will include theoretical and practical components. The seminar topics will also include an overview of the Convention and of the OPCW. During the seminar, participants will be provided with updated information on, inter alia, current practices and concepts relating to the safety-and-security management of chemical processes, the history of this subject, modern safety strategies, as well as current trends in safety-and-security management in the chemical industry. The best practices from the chemical industry will also be presented. Leading experts in chemical-safety-and-security management will give presentations and facilitate the discussions.
5. The following issues will be discussed:
- (a) the global and regional contexts in which the management of chemicals takes place;
 - (b) the theoretical foundations underpinning chemical safety-and-security management;
 - (c) policy dimensions in regard to chemical-safety-and-security management;
 - (d) regional challenges related to chemical-safety-and-security management;
 - (e) process-safety management and industry initiatives (such as Responsible Care®);
 - (f) safety-and-security management practices: examples from individual companies, including a visit to a particular site; and
 - (g) the importance of promoting a strong organisational culture in the effective management of chemical safety.
6. Seminar participants will be expected to share their knowledge and experience through brief presentations on current safety-management practices based on their experience, including suggestions for improving the safety-management culture in their respective countries or in the companies for which they work.

7. The Secretariat expects to be able to sponsor a limited number of participants. Applications from Member States should be forwarded through their respective National Authorities. 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.
8. Applications from Member States should be forwarded through their respective National Authorities. Each application should specify whether sponsorship is a condition of the participation of the nominee. Member States are welcome to nominate participants for whom sponsorship is not required. The Secretariat strongly encourages applications from qualified female candidates.
9. 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, 7 May 2012** and to depart **no later than Saturday, 12 May 2012**. The agreement of the Secretariat is required for any changes to the arrival and departure dates. The Secretariat will not cover expenses unrelated to the seminar or that result from changes to travel arrangements that 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.
10. Participants are requested to obtain any necessary visas (including transit visas) before travelling to the seminar. When applying for an entry visa, they should present the Embassy or Consulate of Malaysia with a copy of the acceptance letter from the OPCW.
11. The seminar will be conducted entirely in English. All participants are therefore expected to have a good written and oral command of that language.
12. Interested participants are invited to complete the nomination form that is included as an annex to this Note, making sure to provide all the contact details requested, in particular an e-mail address or a fax number. The completed form, together with a curriculum vitae and a recommendation from the National Authority of the applicant's country, should be posted to the Director, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands, or faxed to +31 (0)70 416 3279, or sent via e-mail at icb@opcw.org. All applications must be received by the Secretariat **no later than 23 March 2012**.
13. Additional information about the seminar may be obtained from the International Cooperation Branch in the International Cooperation and Assistance Division of the OPCW. The contact persons for the seminar are Ms Natalia Gordienko, who can be reached at +31 (0)70 416 3260, and Mr Patrick Häggman, who can be reached at +31 (0)70 416 3274.

Annex

**SEMINAR ON THE CHEMICAL WEAPONS CONVENTION AND
CHEMICAL-SAFETY-AND-SECURITY MANAGEMENT FOR MEMBER STATES
OF THE OPCW IN THE REGION OF SOUTHEAST AND SOUTH ASIA
KUALA LUMPUR, MALAYSIA
8 – 11 MAY 2012**

NOMINATION FORM

Please submit the completed form, together with a curriculum vitae, by **23 March 2012** to:
The Director, International Cooperation and Assistance Division, OPCW
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands
Fax: +31 (0)70 416 3279; e-mail: icb@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 (please attach the applicant's curriculum vitae and the title of the planned presentation (including a one-paragraph abstract))			
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.

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