



S/1474/2017

2 March 2017

ENGLISH and FRENCH only

NOTE BY THE DIRECTOR-GENERAL**CALL FOR NOMINATIONS FOR THE FIFTEENTH REGIONAL MEETING
OF NATIONAL AUTHORITIES OF STATES PARTIES IN AFRICA
BANJUL, THE GAMBIA
18 – 20 JULY 2017**

1. On behalf of the Government of the Gambia and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite National Authorities to nominate representatives to attend the Fifteenth Regional Meeting of National Authorities of States Parties in Africa, which will be held in Banjul, the Gambia, from 18 to 20 July 2017.
2. At its Eighth Session, the Conference of the States Parties (hereinafter “the Conference”) adopted a plan of action regarding the implementation of obligations under Article VII of the Chemical Weapons Convention (hereinafter “the Convention”) (C-8/DEC.16, dated 24 October 2003), and at its subsequent regular sessions adopted decisions on the follow-up to that plan (C-10/DEC.16, dated 11 November 2005; C-11/DEC.4, dated 6 December 2006; C-12/DEC.9, dated 9 November 2007; C-13/DEC.7, dated 5 December 2008; and C-14/DEC.12, dated 4 December 2009). The Second and Third Review Conferences¹ encouraged the States Parties and the Technical Secretariat (hereinafter “the Secretariat”) to continue to support the implementation by States Parties of the aforementioned Conference decisions in order for them to achieve full implementation of their Article VII obligations.
3. This regional meeting of National Authorities, to be held from 18 to 20 July 2017, will serve as a forum in which the States Parties in the region can present their needs for assistance in relation to Article VII and indicate what assistance they can offer to other States Parties in this regard. In addition, it will help the Secretariat to determine how it can enhance the assistance it offers to States Parties in the region in the light of the aforementioned Conference decisions.
4. The meeting will also serve as a forum in which representatives of National Authorities present and discuss the structure and functioning of their National Authorities, and share good practices and challenges in acting as a focal point for effective liaison with the OPCW for national implementation of the Convention.

¹ The Second and Third Special Sessions of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention.



5. The programme for the meeting includes the following:
 - (a) a review of the current status of the implementation of the Convention, taking stock of achievements and challenges;
 - (b) presentations and discussions on the structure of National Authorities and their achievements and challenges in the implementation of the Convention, as well as their action plans for 2017;
 - (c) presentations and discussions on capacity-building programmes by the Secretariat, thematic issues concerning the region, and regional priorities for technical support; and
 - (d) bilateral meetings with Secretariat staff.
6. The regional meeting of National Authorities will be preceded by a commemoration of the twentieth anniversary of the OPCW, to be held on 18 July 2017.
7. The commemoration includes panel discussions on the progress made, achievements, and the challenges faced by the Organisation, which might include regional and global security issues, the verification regime, the importance of partnership with the chemical industry, and the peaceful uses of chemicals.
8. The provisional programme for the regional meeting is included as Annex 1 to this Note.
9. The Secretariat expects to be able to sponsor one participant from each National Authority from the region. Each nomination should specify whether sponsorship is a condition of the nominee's participation.
10. For sponsored participants, the Secretariat will cover the costs of travel, hotel accommodation, and medical insurance, in addition to a limited subsistence allowance to cover meals and sundry expenses. Sponsored participants who do not intend to use the accommodation arranged by the Secretariat are requested to indicate this as soon as possible to prevent the Secretariat from incurring hotel cancellation fees. In any case, the Secretariat will not cover the costs of any accommodation that it has not arranged.
11. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. The Secretariat will purchase tickets and send them to the participants. Participants will be allowed to purchase tickets locally only if the Secretariat authorises it and if it leads to further savings for the Secretariat. Sponsored participants shall bear all costs resulting from any changes they make once the Secretariat has purchased the tickets. Participants who have not been sponsored will be requested to make their own travel and accommodation arrangements. In order to keep costs to a minimum, sponsored participants are expected to arrive **no earlier than 17 July 2017** and to depart **no later than 21 July 2017**.
12. Participants are requested to obtain any necessary visas (including transit visas) before travelling to the Gambia. When applying for any required entry visas, they

should present the Embassy or Consulate of the Gambia with a copy of the acceptance letter from the OPCW.

13. The meetings will be conducted in English and French. All participants are therefore expected to have good oral and written command of English or French.
14. Interested National Authorities are invited to complete the nomination and endorsement forms that are attached in Annexes 2 and 3 to this invitation Note, ensuring in particular to provide all of the requested contact details.
15. 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 email to ipb@opcw.org. All nominations must be received by the Secretariat **no later than 10 April 2017**. National Authorities are kindly requested to note that the Secretariat will not accept any nominations after the final nomination submission deadline.
16. Additional information about this meeting may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division. The contact persons are Mr Pavlo Byalyk (email: pavlo.byalyk@opcw.org; Tel: +31 (0) 70 416 3376) and Ms Olukemi Adenuga (email: olukemi.adenuga@opcw.org; Tel: +31 (0) 70 416 3923).

Annexes:

- Annex 1: Provisional Programme
- Annex 2: Nomination Form
- Annex 3: Endorsement Form

Annex 1

**FIFTEENTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN AFRICA
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PROVISIONAL PROGRAMME

Time	Activity
<i>Tuesday, 18 July</i>	
09:00 – 09:30	Opening remarks
09:30 – 09:45	Group photograph
09:45 – 11:00	Panel discussion: 20 years of implementation of the Chemical Weapons Convention: achievements and challenges
11:00 – 11:30	<i>Coffee/tea break</i>
11:30 – 13:00	Panel discussion (continued)
13:00 – 14:00	<i>Lunch</i>
14:00 – 15:00	Event dedicated to the twentieth anniversary of the OPCW Presentation
15:00 – 17:00	Bilateral meetings
<i>Wednesday, 19 July 2017</i>	
09:00 – 09:30	Presentation on the findings of the survey on the structure and functioning of National Authorities Discussion
09:30 – 10:30	Break-out groups: presentations by each State Party on the structure, achievements, and challenges in the implementation process of National Authorities as well as the action plans for 2017 Discussion
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 11:30	Break-out groups discussion (continued)
11:30 – 12:30	Preparation of presentations by the break-out groups on lessons learned and good practices identified through the group discussions
12:30 – 13:30	<i>Lunch</i>
13:30 – 15:00	Presentations by break-out group rapporteurs
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 17:00	International Cooperation and Assistance Division presentations on the update of the implementation of the Convention and capacity-building programmes of the Technical Secretariat Discussion
<i>Thursday, 20 July 2017</i>	
09:00 – 10:30	Presentation and discussion of the new phase of the Programme to Strengthen Cooperation with Africa on the Chemical Weapons Convention (Africa Programme), 2017 – 2019 Priority needs Innovative approaches to assistance Expected results
10:30 – 11:00	<i>Coffee/tea break</i>

Time	Activity
11:00 – 13:00	Break-out group discussions on priorities, required assistance and expected results within the Africa Programme
13:00 – 14:00	<i>Lunch</i>
14:00 – 15:30	Presentations by break-out group rapporteurs
15:30 – 16:00	<i>Coffee/tea break</i>
16:00 – 17:00	Closing ceremony

Annex 2

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NOMINATION FORM

Please submit the completed form **by 10 April 2017** to:
Director, International Cooperation and Assistance Division, OPCW
Email: ipb@opcw.org

Please type or use BLOCK LETTERS

Family name of nominee *			
First name(s)*			
Date of birth	Day	Month	Year
Citizenship			
Gender**	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Passport number			
Date of issue	Day	Month	Year
Expiry date	Day	Month	Year
Place of issue			
Areas of expertise			
Employer			
Position			
Contact address (please do not give a post-office box number)	Street		
	Number	Postcode	
	City		
	Country		
Email address			
Telephone numbers, including country and city codes	Home		
	Work		
	Mobile		
Fax numbers, including country and city codes	Home		
	Work		
Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Emergency contact person, including country and city codes and email address	Name		Relationship
	Home		
	Mobile		
	Email		
Signature of applicant	Date		

* Please give the first and family names exactly as they appear in the nominee's passport.

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

Annex 3

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ENDORSEMENT BY THE NATIONAL AUTHORITY

I, _____, Head/Chief Coordinator of the National Authority of the State Party of _____, on behalf of the Government of _____, hereby endorse the nomination of Mr/Ms _____, holding the position/designation of _____ in the Office/Division/Branch of _____, as indicated in the attached nomination form for participation in the Fifteenth Regional Meeting of National Authorities of States Parties in Africa in Banjul, the Gambia, from 18 to 20 July 2017.

Signature: _____

Name: _____

Designation: _____

Official seal of the Organisation: