



S/1587/2018
19 February 2018
ENGLISH only

NOTE BY THE DIRECTOR-GENERAL**CALL FOR NOMINATIONS FOR THE SEVENTEENTH REGIONAL MEETING OF
NATIONAL AUTHORITIES OF STATES PARTIES IN EASTERN EUROPE
PRAGUE, CZECH REPUBLIC
7 – 9 MAY 2018**

1. On behalf of the Government of the Czech Republic and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite National Authorities to nominate representatives to attend the Seventeenth Regional Meeting of National Authorities of States Parties in Eastern Europe, which will be held in Prague, the Czech Republic, from 7 to 9 May 2018.
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 7 to 9 May 2018, will serve as a forum in which the States Parties in the region will discuss the issues related to the trade in chemicals scheduled under the Convention and the role of chemical industry in enforcing the Convention’s transfer regime for scheduled chemicals. The National Authorities and representatives of chemical industry will share their views on how to strengthen mutual cooperation, how to improve data collection for trade and declarations, and how chemical industry can assist National Authorities in resolving transfer discrepancies.

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



4. The last day of the meeting will serve as a forum in which the representatives of National Authorities can discuss various national implementation issues and share good practices and challenges in acting as focal points for effectively liaising with the OPCW in view of national implementation of the Convention.
5. The objectives for the meeting are to:
 - (a) address the issues related to the trade in chemicals within the framework of the Convention;
 - (b) discuss the role of chemical industry in Convention implementation;
 - (d) identify the role and involvement of chemical industry in the preparation of Article VI declarations and the resolving of transfer discrepancies;
 - (e) discuss the elements of Convention implementation, including the concept of a national implementation framework; and
 - (f) hold bilateral meetings with the representatives of National Authorities on issues pertaining to national implementation.
6. The expected results of the meeting include:
 - (a) strengthened cooperation between National Authorities and chemical industry;
 - (b) identification of the role of chemical industry in ensuring accurate and complete Article VI declarations for the overall implementation of the Convention; and
 - (c) the collection of feedback on the concept of a national implementation framework for the Convention and a review of the national implementation status of the States Parties in the region.
7. The provisional programme for the regional meeting is included in the Annex 1 to this Note.
8. The Secretariat expects to be able to sponsor two participants from each State Party, one from the National Authority and the other from a chemical industry or institution that is a key stakeholder in the National Authority's monitoring of the trade in chemicals at the national level. Ideally, the chemical industry or other institutional representatives should be involved in data collection for Article VI declarations, including trade and declarations, as well as in resolving transfer discrepancies.
9. 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, hotel accommodation, meals, and medical insurance, in addition to a limited subsistence allowance to cover terminal 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.

10. 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 this leads to further savings for the Secretariat. In order to keep costs to a minimum, sponsored participants from National Authorities are expected **to arrive no earlier than Sunday, 6 May 2018 and to depart no later than Thursday, 10 May 2018**. Sponsored participants from chemical industry or other institutions are expected **to arrive no earlier than Sunday, 6 May 2018 and to depart no later than Wednesday, 9 May 2018**.
11. Participants are requested to obtain any necessary visas (including transit visas) before travelling to the Czech Republic. When applying for any required visas, they should present the Embassy or Consulate of the Czech Republic with a copy of the acceptance letter from the OPCW. The meetings will be conducted in English. All participants are therefore expected to have a good oral and written command of English.
12. Interested National Authorities and chemical industry or other institutional representatives are invited to apply through Eventus—the OPCW event management system (<https://apps.opcw.org/eventus>). Interested applicants should create an account in Eventus and then register for the event. All nominations must be endorsed by the Head or Chief Coordinator of the National Authority. The endorsement form, which is attached as Annex 2 to this Note, must be uploaded during the registration process for the event. All nominations must be received by the Secretariat **no later than Wednesday, 7 March 2018**. Interested applicants who, for technical reasons, are unable to submit the application online are requested to send an email to ipb@opcw.org with a reference to the name and location of the event in the subject line of the message.
13. Any queries or additional information about registration for this meeting may be obtained from the Implementation Support Branch of the International Cooperation and Assistance Division of the OPCW. The contact persons are Mr Vaclovas Semaskevicius (Email: vaclovas.semaskevicius@opcw.org; Tel: +31 (0) 70 416 3270) and Mr Aldo Rodriguez (Email: aldo.rodriguez@opcw.org; Tel. +31 (0) 70 416 3438).

Annexes:

- Annex 1: Provisional Programme
Annex 2: Endorsement Form

Annex 1

**SEVENTEENTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN EASTERN EUROPE
PRAGUE, CZECH REPUBLIC
7 – 9 MAY 2018**

PROVISIONAL PROGRAMME

Time	Activity
Monday, 7 May 2018	
09:00 – 09:30	Opening remarks
09:30 – 09:45	Group photograph
09:45 – 10:00	Introduction of participants
10:00 – 10:30	OPCW chemical industry-related presentations
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:30	Panel discussion on the role of the National Authority and chemical industry in Convention implementation
12:30 – 13:30	<i>Lunch</i>
13:30 – 13:50	Presentation on chemical industry-related issues (host country)
13:50 – 14:00	Questions/answers
14:00 – 15:00	Breakout group discussion 1: role of industry in the preparation of Article VI declarations and in resolving transfer discrepancies
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 16:30	Presentation of the results of breakout group discussion 1
Tuesday, 8 May 2018	
09:00 – 10:30	National presentations on good practices and challenges in cooperation between chemical industry and other national stakeholders, including National Authorities, relating to trade in chemicals
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:30	National presentations on good practices and challenges in cooperation between chemical industry and other national stakeholders, including National Authorities, relating to trade in chemicals
12:30 – 13:30	<i>Lunch</i>
13:30 – 15:00	Breakout group discussion 2: Opportunities for strengthened cooperation between National Authorities and chemical industry
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 17:00	Presentations on the results of breakout group discussion 2
17:00 – 17:30	Closing of the meeting on chemical industry-related issues
Wednesday, 9 May 2018	
09:00 – 10:30	Presentations on the OPCW's work and national implementation: <ul style="list-style-type: none"> – Update on status of implementation and programmes – Update on verification issues – National presentations
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 11:30	Presentation of the national implementation framework
11:30 – 13:00	Breakout group discussions on the national implementation framework
13:00 – 14:00	<i>Lunch</i>
14:00 – 15:30	Presentations by breakout group rapporteurs
15:30 – 16:00	<i>Coffee/tea break</i>
16:00 – 17:00	Closing ceremony

Annex 2**SEVENTEENTH REGIONAL MEETING OF NATIONAL AUTHORITIES
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7 – 9 MAY 2018****ENDORSEMENT BY THE NATIONAL AUTHORITY**

This form must be signed, duly sealed, and uploaded when submitting your application electronically (<https://apps.opcw.org/eventus>)

Please type or use BLOCK LETTERS

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 Seventeenth Regional Meeting of National Authorities of States Parties in Eastern Europe, to be held in Prague, the Czech Republic, from 7 to 9 May 2018.

Signature: _____

Name: _____

Designation: _____

Official seal of the organisation: