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21 February 2018

ENGLISH and FRENCH only

**NOTE BY THE DIRECTOR-GENERAL****CALL FOR NOMINATIONS FOR THE SIXTEENTH REGIONAL MEETING OF  
NATIONAL AUTHORITIES OF STATES PARTIES IN AFRICA  
MARRAKESH, MOROCCO  
19 – 21 JUNE 2018**

1. On behalf of the Government of the Kingdom of Morocco and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite National Authorities to nominate representatives to attend the Sixteenth Regional Meeting of National Authorities of States Parties in Africa, which will be held in Marrakesh, Morocco, from 19 to 21 June 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 Conferences<sup>1</sup> 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 19 to 21 June 2018, will serve as a forum in which the States Parties in the region will discuss the issues related to the trade in chemicals and the role of customs in enforcing the Convention’s transfers regime for scheduled chemicals. National Authorities, customs administrations, and representatives of relevant international organisations will share their views on how to strengthen their cooperation and improve control over the cross-border movement of chemicals at the regional level.

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<sup>1</sup> The Second and Third Special Sessions of the Conference 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 a national implementation framework, and share good practices and challenges in acting as focal points for effectively liaising with the OPCW for national implementation of the Convention.
5. The objectives for the meeting are to:
  - (a) discuss regional trends in the trade of chemicals and the role of customs in Convention implementation;
  - (b) identify customs needs and the ways to address them;
  - (c) raise the awareness of customs administrations and National Authorities on regional and global projects and operations that target illicit trade in dual-use chemicals;
  - (d) discuss possible support from international and regional organisations as well as National Authorities to customs administrations for national implementation of the Convention;
  - (e) discuss the elements of the national implementation framework for the Convention; and
  - (f) hold bilateral meetings with the representatives of National Authorities on issues pertaining national implementation, including progress with the adoption of national implementing legislation and implementation of Article VI requirements.
6. The expected results of the meeting include:
  - (a) improved understanding of the role of customs in Convention implementation by both customs administrations and National Authorities;
  - (b) identification of customs needs and the opportunities to address them, including through support provided by international and regional organisations;
  - (c) strengthened cooperation between National Authorities and customs administrations; and
  - (d) the collection of feedback on the design of a national implementation framework for the Convention and review of the national implementation status of the States Parties.
7. The provisional programme for the regional meeting is included as Annex 1 to this Note.

8. The Secretariat expects to be able to sponsor two participants from each State Party in the region, one from the National Authority and the other from a customs administration. Customs nominees should be knowledgeable on strategic trade control issues. Each nomination should specify whether sponsorship is a condition of the nominee's participation.
9. Nominees from customs administrations, when accepted to participate in the regional meeting, should provide the Secretariat, through their respective National Authorities, with a brief overview of the customs issues related to Convention implementation. Such an overview should include information on: the current awareness of customs officers with regard to obligations under the Convention; the relevant national capacity-building programmes (including those that provide instruction on how to identify dual-use chemicals); the cooperation between customs officers and customs laboratories, licencing authorities, and other relevant national stakeholders on the control of transfers of scheduled chemicals; trends in chemical trade in the region and subregions; and the needs and challenges pertaining to the implementation of obligations under the Convention. Some customs representatives will be requested to prepare and deliver a presentation during the regional meeting.
10. 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.
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 this is authorised by and leads to further savings for the Secretariat. Sponsored participants must bear all costs resulting from any changes they make once the Secretariat has purchased their tickets. Non-sponsored participants 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 Monday, 18 June 2018** and to depart **no later than Thursday, 21 June 2018 (in the case of customs representatives) and Friday, 22 June 2018 (in the case of National Authority representatives)**.
12. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Morocco. When applying for any required entry visas, they should present the Embassy or Consulate of Morocco with a copy of their acceptance letter from the OPCW.
13. The meetings will be conducted in English and French. All participants are therefore expected to have a good oral and written command of English or French.

14. Interested National Authority and customs administration representatives are invited to register their nomination online **no later than 15 April 2018** through Eventus—the OPCW event management system (<https://apps.opcw.org/eventus>). Please note that all questions marked with an asterisk (\*) must be answered in order for the candidate to be eligible to apply for this event. Interested applicants who, for technical reasons, are unable to submit their application online via Eventus are requested to send the nomination form (Annex 2) and endorsement form (Annex 3) via email to [ipb@opcw.org](mailto:ipb@opcw.org) with a reference to “Sixteenth Regional Meeting of National Authorities of States Parties in Africa” in the subject line of the message. **Each nomination must be accompanied by an endorsement form from the candidate’s respective National Authority.** National Authorities are kindly requested to note that the Secretariat will not accept any nominations after the final nomination submission deadline.
  
15. Additional information about this regional meeting may be obtained from the Implementation Support Branch of the International Cooperation and Assistance Division of the OPCW. The contact persons are Mr Pavlo Byalyk (Email: [pavlo.byalyk@opcw.org](mailto:pavlo.byalyk@opcw.org); Tel: +31 (0) 70 416 3376) and Ms Olukemi Adenuga (Email: [olukemi.adenuga@opcw.org](mailto: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

**SIXTEENTH REGIONAL MEETING  
OF NATIONAL AUTHORITIES OF STATES PARTIES IN AFRICA  
MARRAKESH, MOROCCO, 19 – 21 JUNE 2018**

**PROVISIONAL PROGRAMME**

<b>Time</b>	<b>Activity</b>
<b><i>Tuesday, 19 June 2018</i></b>	
09:00 – 09:30	Opening remarks
09:30 – 09:45	Group photograph
09:45 – 10:30	Presentations on the OPCW's customs-related activities and programmes
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 13:00	Panel discussion: Security role of customs– relevant programmes and tools
13:00 – 14:00	<i>Lunch</i>
14:00 – 15:30	Breakout group discussion 1: Identification of customs needs for effective cross-border control of toxic chemicals and development of solutions on how these needs can be addressed International and regional partners discuss how to increase their support of capacity building in national customs authorities
15:30 – 16:00	<i>Coffee/tea break</i>
16:00 – 17:30	Presentation of results of breakout group discussion 1
<b><i>Wednesday, 20 June 2018</i></b>	
09:00 – 10:30	National presentations on good practices and challenges in cooperation between customs and other national stakeholders, including National Authorities (NAs), related to cross-border control of dual-use chemicals
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:30	National presentations on good practices and challenges in cooperation between customs and other national stakeholders, including NAs, related to cross-border control of dual-use chemicals (continuation)
12:30 – 13:30	<i>Lunch</i>
13:30 – 15:00	Breakout group discussion 2: Mechanisms and opportunities for cooperation between NAs and customs
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 17:00	Presentation of results of breakout group discussion 2
17:00 – 17:30	Closure of discussion on customs issues
<b><i>Thursday, 21 June 2018</i></b>	
09:00 – 10:30	Presentations on the OPCW's work and national implementation: – 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 of 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

**SIXTEENTH REGIONAL MEETING  
OF NATIONAL AUTHORITIES OF STATES PARTIES IN AFRICA  
MARRAKESH, MOROCCO**

**19 – 21 JUNE 2018**

**NOMINATION FORM**

**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
Date of expiry	Day	Month	Year
Place of issue			
Job title			
Employer			
Email address			
Airport of departure			
Telephone numbers, including country and city codes	Home		
	Work		
	Mobile		
Is sponsorship required?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Emergency contact: name, telephone number and email address			
Signature of applicant	Date		

\* The first and family names should be listed exactly as they appear in the nominee's passport.

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

**Annex 3****SIXTEENTH REGIONAL MEETING OF NATIONAL AUTHORITIES  
OF STATES PARTIES IN AFRICA  
MARRAKESH, MOROCCO  
19 – 21 JUNE 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 Sixteenth Regional Meeting of National Authorities of States Parties in Africa, to be held in Marrakesh, Morocco, from 19 to 21 June 2018.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Official seal of the Organisation: