



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/1090/2013

25 April 2013

ENGLISH and FRENCH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS FOR THE ELEVENTH REGIONAL MEETING
OF NATIONAL AUTHORITIES OF STATES PARTIES IN AFRICA
BRAZZAVILLE, THE CONGO
4 – 6 JUNE 2013**

1. On behalf of the Government of the Republic of the Congo and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite National Authorities to submit nominations for the Eleventh Regional Meeting of National Authorities of States Parties in Africa, which will be held in Brazzaville, the Congo, from 4 to 6 June 2013.
2. At its Eighth Session, the Conference of the States Parties (hereinafter “the Conference”) adopted a plan of action regarding the implementation of Article VII obligations (C-8/DEC.16, dated 24 October 2003), and at its Tenth Session, adopted a decision on follow-up to that plan (C-10/DEC.16, dated 11 November 2005).
3. The Second Special Session of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention (hereinafter “the Convention”) also welcomed the efforts made by States Parties to assist each other, upon request, with their national implementation measures (RC-2/4, dated 18 April 2008). It further noted the value of bilateral assistance and networking within and among regions, especially for those States Parties with limited resources that may need particular assistance.
4. Another decision on national implementation measures of Article VII obligations was adopted by the Conference at its Fourteenth Session (C-14/DEC.12, dated 4 December 2009) in which the Technical Secretariat (hereinafter “the Secretariat”) was encouraged to continue to provide technical assistance in a tailor-made and systematic manner and to effectively address the needs of States Parties, with a view to addressing their practical concerns and issues with regard to national implementation.
5. This was reiterated by the Conference at its Seventeenth Session, “which emphasised the full and effective implementation of all provisions of Article VII and urged all States Parties which have not yet completed implementation of their Article VII national measures to do so” (C-17/5, dated 29 November 2012). The Conference further urged all the States Parties and the Secretariat to provide assistance and technical support to these States Parties to adopt the necessary measures, according to their constitutional processes. The decision further suggested that proposals should be



explored based on tailor-made, results-based measures, through continuation of consultations.

6. The Eleventh Regional Meeting of National Authorities of States Parties in Africa will serve as a forum in which States Parties in the region can present their needs for assistance in relation to their obligations under the Convention. States Parties that are in a position to do so will also be able to indicate what type of assistance they can offer to others. The meeting will, in addition, help the Secretariat determine how it may further improve the assistance it provides to States Parties in the region.
7. The meeting also serves as a forum in which representatives of National Authorities may confer with each other, with Secretariat staff, and with resource persons who will also be present, in order to identify what further steps, if any, each State Party needs to take in order to implement its obligations under the Convention.
8. The programme will focus on the following:
 - (a) identifying and targeting technical support and capacity-building to support national implementation of the Convention;
 - (b) recent developments in relation to Article VI and their impact on Africa;
 - (c) new tools and activities available to support the preparation of legislative measures and compliance with Article VII of the Convention;
 - (d) review and sharing of best practices regarding the implementation of selected areas of the Convention;
 - (e) an update on the current status of implementation of the OPCW Programme to Strengthen Cooperation with Africa on the Chemical Weapons Convention and its impact on the implementation of the Convention in the region;
 - (f) national requests for, and offers of, implementation support; and
 - (g) bilateral meetings with Secretariat staff.
9. Nominees should actually be involved in the national implementation of the Convention. Participants from each State Party represented at the meeting will be expected to make national contributions to the discussions on the areas mentioned above focusing on:
 - (a) the problems encountered and the support required to address them;
 - (b) what offers of support, and in which areas of expertise, the State Party can make to other States Parties in the region/subregion, if any; any conditions attached to such offers; and the dates on which this support could become available; and
 - (c) activities in which nominees from the State Party in question have participated and the impact these have had, if any, on the functioning of their National Authorities and their implementation of the Convention.

10. The provisional programme for the meeting is included as Annex 1 to this Note.
11. The Secretariat expects to be able to sponsor the participation of a limited number of representatives of National Authorities. 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, 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. Sponsored participants who do not intend to use the accommodation arranged by the Secretariat are requested to indicate that as soon as possible, so that the Secretariat does not incur hotel cancellation fees. In no case will the Secretariat cover the costs of any accommodation it has not arranged.
12. 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, 3 June 2013 and to depart no later than Friday, 7 June 2013. The Secretariat's agreement is required for any changes to the arrival and departure dates. The Secretariat will not cover expenses unrelated to the meeting 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 arrangements for travel and accommodation, although the Secretariat can, if necessary, arrange accommodation at reduced rates.
13. Participants are requested to obtain any necessary visas (including transit visas) before travelling to the Congo. When applying for any entry visa, they should present the Embassy or Consulate of the Congo with a copy of the acceptance letter from the OPCW.
14. All activities during the meeting will be conducted in English, with interpretation into French. All participants are therefore expected to have a good written and oral command of one of these two languages. Please be advised that participants must present an OPCW acceptance letter at the meeting in order to register.
15. Interested National Authorities are invited to complete the nomination form that is included as Annex 2 to this Note, making sure in particular to provide all the contact details it requests. 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 fax to +31 (0)70 416 3228, or by e-mail to ipb@opcw.org. All nominations must be received by the Secretariat no later than 13 May 2013. Only those candidates whose applications have been successful will be contacted. Nominations received by the Secretariat after the deadline will not be considered for sponsorship.

16. Additional information about the meeting may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division. The contact persons are:

Mr Bernard Amoh +31 (0)70 416 3376
bernard.amoh@opcw.org

Ms Olukemi Adenuga +31 (0)70 416 3923
olukemi.adenuga@opcw.org

Annexes:

- Annex 1: Provisional Programme
Annex 2: Nomination Form

Annex 1

**ELEVENTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN AFRICA
BRAZZAVILLE, THE CONGO
4 – 6 JUNE 2013**

PROVISIONAL PROGRAMME

Time	Activity
<i>Tuesday, 4 June 2013</i>	
08:00 – 08:30	Registration
08:30 – 09:15	Opening ceremony
09:15 – 09:45	<i>Coffee/tea break</i>
09:45 – 10:15	Current status of implementation of the Chemical Weapons Convention in Africa
10:15 – 11:00	Outcomes of the Third Review Conference
11:00 – 11:45	The OPCW Programme to Strengthen Cooperation with Africa on the Chemical Weapons Convention: A status update
11:45 – 13:00	<p>Session One: <u>Presentation:</u> National Authorities as the national focal point for effective liaison with the Organisation and other States Parties</p> <p><u>Panel discussion by National Authorities:</u> National Authorities role in the implementation of the Chemical Weapons Convention – States Parties' experiences</p>
13:00 – 14:00	<i>Lunch break</i>
14:00 – 17:30	Bilateral consultations among National Authorities and between National Authorities and the Technical Secretariat
<i>Wednesday, 5 June 2013</i>	
09:00 – 10:30	<p>Session Two: <u>Presentation:</u> Recent developments in relation to Article VII of the Chemical Weapons Convention and progress made in Africa</p> <p><u>Panel discussion by National Authorities:</u> Implementation of Article VII of the Chemical Weapons Convention – States Parties' experiences</p>
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:30	<p>Session Three: <u>Presentation:</u> Recent developments in relation to Article VI of the Chemical Weapons Convention</p> <p><u>Panel discussion by National Authorities:</u> Implementation of Article VI of the Chemical Weapons Convention – States Parties' experiences</p>
12:30 – 14:00	<i>Lunch break (film/video)</i>

Time	Activity
14:00 – 15:00	<p>Session Four: <u>Presentation by the African Union Commission:</u> The role of the African Union in the implementation of the Chemical Weapons Convention in Africa</p> <p><u>Panel discussion by National Authorities:</u> The role that the African Union and other regional and subregional institutions in Africa can play to ensure the full and speedy implementation of the Chemical Weapons Convention</p>
15:00 – 15:45	The OPCW's web-based tools and other e-based support
15:45 – 16:00	<i>Coffee/tea break</i>
16:00 – 17:00	Outcomes of the Seminar on Weapons of Mass Destruction, Non-Proliferation and the Implementation of the Chemical Weapons Convention in Africa
Thursday, 6 June 2013	
09:00 – 09:45	International cooperation and assistance activities in 2013
09:45 – 10:30	Presentation of reports by the moderators and rapporteurs of the panel discussions
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 13:00	Group discussions and presentations on best practices regarding the implementation of the Convention in the areas of: <ul style="list-style-type: none"> • The role and functioning of the National Authority • Identification of declarable activities under Article VI of the Convention; resolving transfer discrepancies under the transfers regime of the Convention; and EDNA¹ software • Achieving effective national implementation, including drafting and enacting national implementing legislation • Assistance and protection under Article X, and economic and technological development under Article XI
13:00 – 13:45	Evaluation, summing up, and closing ceremony
13:45 – 14:30	<i>Lunch</i>
Afternoon	Field visit

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EDNA = electronic declarations tool for National Authorities

Annex 2

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A. NOMINATION FORM

Please submit the completed form by **13 May 2013** to:
The Director, International Cooperation and Assistance Division, OPCW
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands
Fax: +31 (0)70 416 3228; e-mail: ipb@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	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"/>		
18	Is a meeting with the Secretariat required?	Yes <input type="checkbox"/>	No <input type="checkbox"/>		
		If so, which areas of the Convention?			
		(i) National implementing legislation/regulations	<input type="checkbox"/>		
		(ii) Verification-related issues	<input type="checkbox"/>		
	(iii) International cooperation and assistance-related issues	<input type="checkbox"/>			
	(iv) Other (indicate)	<input type="checkbox"/>			

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

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

B. ENDORSEMENT BY THE NATIONAL AUTHORITY

I, (name) _____,

(designation) _____ of the National Authority of

(State Party) _____, on behalf of the Government of

(State Party) _____, hereby endorse the nomination

form of Mr/Ms (nominee) _____, who

has been nominated by (nominating agency) _____

in accordance with the attached nomination form to participate in the **Eleventh Regional Meeting of National Authorities of States Parties in Africa**, which is scheduled to be held in Brazzaville, the Congo, from 4 – 6 June 2013.

Signature: _____

Name: _____

Designation: _____

Official seal of the organisation: