



S/1725/2019

22 February 2019

ENGLISH and SPANISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS FOR THE TWENTIETH REGIONAL
MEETING OF NATIONAL AUTHORITIES OF STATES PARTIES
IN LATIN AMERICA AND THE CARIBBEAN
MEXICO CITY, MEXICO
4 – 6 JUNE 2019**

1. On behalf of the Government of Mexico and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite National Authorities to nominate representatives to attend the Twentieth Regional Meeting of National Authorities of States Parties in Latin America and the Caribbean, which will be held in Mexico City, Mexico, from 4 to 6 June 2019.
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). On many occasions, States Parties have highlighted the value of a comprehensive and integrated approach to national implementation that is in line with each State Party’s constitutional requirements, and aimed at filling gaps in national implementation and ensuring that national implementation measures address the specific needs of each State Party and are consistent with the provisions of the Convention.
3. The Twentieth Regional Meeting of National Authorities, which is to be held from 4 to 6 June 2019, will serve as a forum in which States Parties in the region can address various national implementation issues, the national implementation framework, capacity-building programmes and activities organised by the Technical Secretariat (hereinafter “the Secretariat”), and other issues relating to the Convention. National Authorities will also share good practices and challenges in acting as focal points for effective liaison with the OPCW for national implementation of the Convention.
4. The objectives for the meeting are to:
 - (a) discuss the challenges facing States Parties and share good practices in national implementation of the Convention;
 - (b) discuss the national implementation framework that is aimed at facilitating the effective implementation of the Convention;



- (c) discuss approaches and means to further improve capacity-building programmes that meet the specific needs of States Parties in Latin America and the Caribbean and ways to enhance regional cooperation;
 - (d) discuss capacity-building programmes and activities organised by the Secretariat; and
 - (e) hold bilateral meetings with representatives of National Authorities on issues pertaining to national implementation, including progress in the adoption of national implementing legislation and implementation of Article VI requirements.
5. The expected results of the meeting include the following:
- (a) increased awareness among States Parties on modalities for further enhancing national implementation of the Convention;
 - (b) the collection of feedback on the design of the national implementation framework for the Convention and the review of the status of national implementation in States Parties;
 - (c) the collection of feedback on ways and means to further improve capacity building activities for the region; and
 - (d) enhanced awareness among States Parties on the benefits and concrete results of participating in OPCW capacity-building programmes and activities, and the collection of feedback on the needs of States Parties and means of improving programme delivery.
6. The provisional programme for the regional meeting is attached as Annex 1 to this Note.
7. The Secretariat expects to be able to sponsor one participant from each State Party from the region. The nominee should be a representative of the National Authority. The nomination should specify whether sponsorship is a condition of the nominee's participation.
8. For sponsored participants, the Secretariat will cover the costs of travel, accommodation, meals, and medical insurance, and will provide a limited subsistence allowance to cover terminal 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.
9. 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 must 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 Monday, 3 June 2019** and to depart **no later than Friday, 7 June 2019**.

10. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Mexico. When applying for any entry visa, they should present the Embassy or Consulate of Mexico with a copy of the acceptance letter from the OPCW.
11. The meetings will be conducted in English and Spanish, and interpretation services will be provided between these two languages.
12. Interested National Authorities are invited to register their nomination online through Eventus—the OPCW event management system—**no later than 3 April 2019**. The Eventus registration link is accessible via the OPCW website (<https://apps.opcw.org/eventus/Home/EventDetail/92>). Please note that all questions marked with an asterisk (*) in the online form must be answered in order for the nomination to be received and for the candidate to be considered for this event. Interested applicants who, for technical reasons, are unable to submit an application online via Eventus are requested to send the nomination and endorsement forms (Annexes 2 and 3 to this invitation Note) via email attachment to the Implementation Support Branch (ipb@opcw.org), with a reference to the “Twentieth Regional Meeting of National Authorities of States Parties in Latin America and the Caribbean” in the subject line of the message. **Each nomination must be accompanied by an endorsement form from the National Authority of the candidate’s country.** National Authorities are kindly requested to note that the Secretariat will not accept any nominations after the 3 April 2019 deadline.
13. Additional information about the regional meeting may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division. The contact persons are Ms Sharon Rivera (Tel: +31 (0)70 416 3437; Email: sharon.rivera@opcw.org) and Mr Aldo Rodriguez (Tel: +31 (0)70 416 3438; Email: aldo.rodriguez@opcw.org).

Annexes:

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

Annex 1

**TWENTIETH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN LATIN AMERICA AND THE CARIBBEAN
MEXICO CITY, MEXICO
4 – 6 JUNE 2019**

PROVISIONAL PROGRAMME

Time	Activity
<i>Tuesday, 4 June 2019</i>	
09:00 – 09:30	Opening ceremony
09:30 – 09:45	Group photograph
09:45 – 10:30	Presentation and discussions: Update by the Technical Secretariat on recent developments <ul style="list-style-type: none"> • Implementation of programmes and activities • Status of national implementation • Verification issues
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:00	Presentation and discussions: Updates on recent developments (<i>continued</i>)
12:00 – 12:30	Report of the regional group Chairperson
12:30 – 13:30	<i>Lunch</i>
13:30 – 15:00	Presentation and discussions: Article VI issues
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 16:15	Discussions on Article VI issues (<i>continued</i>)
16:15 – 17:00	Presentation and discussions – Legal issues: Status of agreements on privileges and immunities
<i>Wednesday, 5 June 2019</i>	
09:00 – 10:30	Presentation and discussions: Article VII issues
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:30	Presentation and discussions: Article X issues
12:30 – 13:30	<i>Lunch</i>
13:30 – 15:00	Presentation and discussions: Article XI issues
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 17:00	Presentation and discussions: National Implementation Framework
<i>Thursday, 6 June 2019</i>	
09:00 – 10:30	Presentation and discussions: Potential options for capacity-building programmes for the region
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:30	Presentation and discussions: Capacity-building activities of the Technical Secretariat
12:30 – 13:30	<i>Lunch</i>
13:30 – 15:00	Discussions on the report of the meeting
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 16:30	Presentation of the report
16:30 – 17:00	Closing ceremony

Annex 2

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NOMINATION FORM

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

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			
Employer			
Job title			
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		
Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Emergency contact: name, telephone number or email			
Signature of applicant: _____ Date: _____			

* 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.

Annex 3

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

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 Twentieth Regional Meeting of National Authorities of States Parties in Latin America and the Caribbean, to be held in Mexico City, Mexico, from 4 to 6 June 2019.

Signature: _____

Name: _____

Designation: _____

Official seal of the organisation: