



S/1734/2019
19 March 2019
ENGLISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS FOR THE EIGHTEENTH REGIONAL MEETING
OF NATIONAL AUTHORITIES OF STATES PARTIES IN EASTERN EUROPE
RIGA, LATVIA
14 – 16 MAY 2019**

1. On behalf of the Government of Latvia and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite National Authorities to nominate representatives to attend the Eighteenth Regional Meeting of National Authorities of States Parties in Eastern Europe, which will be held in Riga, Latvia, from 14 to 16 May 2019.
2. At its Eighth Session, the Conference of the States Parties 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. This regional meeting of National Authorities, to be held from 14 to 16 May 2019, will serve as a forum in which the 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, especially in the area of chemical safety and security, which is one of the primary activities related to implementation of the Article XI 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 Eastern Europe 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.
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) increased 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 included in Annex 1 to this Note.
7. The Secretariat will sponsor one representative from the National Authority of each State Party in the region. States Parties may consider submitting self-funded nominations. However, in order to ensure the effectiveness of deliberations, a maximum of one nomination for a non-sponsored participant may be submitted. Each 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, 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.

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 this is authorised by and 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 Monday, 13 May 2019 and to depart no later than Friday, 17 May 2019.**
10. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Latvia. When applying for any required entry visas, they should present the Embassy or Consulate of Latvia 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.
11. Interested National Authority representatives are invited to register their nominations online—**not later than 18 April 2019**—through the OPCW event management system Eventus (<https://apps.opcw.org/eventus>). All nominations must be endorsed by the Head/Chief Coordinator of the National Authority. The completed endorsement form, which is attached as Annex 2 to this Note, must be uploaded during the registration process for this event. Interested applicants who for technical reasons are unable to submit an application online are requested to send the endorsement form via email (ipb@opcw.org) with a reference to the name and location of the event in the subject line of the message.
12. Any queries or additional information about this meeting or registration for it may be obtained from the Implementation Support Branch of the International Cooperation and Assistance Division of the Secretariat. 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

**EIGHTEENTH REGIONAL MEETING OF NATIONAL AUTHORITIES
OF STATES PARTIES IN EASTERN EUROPE
RIGA, LATVIA
14 – 16 MAY 2019**

PROVISIONAL PROGRAMME

Time	Activity
<i>Tuesday, 14 May 2019</i>	
09:00 – 09:45	Opening remarks and group photo
09:45 – 10:30	Update by the Technical Secretariat: <ul style="list-style-type: none"> - National Implementation Framework - Capacity-building programmes and activities - Recent scientific developments on toxic chemicals and their precursors
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:00	Presentation on chemical safety and security management
12:00 – 13:00	<i>Lunch</i>
13:00 – 14:00	Presentation and discussion on human factors in chemical safety and security management
14:00 – 14:30	<i>Coffee/tea break</i>
14:30 – 16:30	Discussion on human factors (continued)
<i>Wednesday, 15 May 2019</i>	
09:00 – 10:30	Presentation and discussion on quantitative risk management
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:00	Preparation of group presentations
12:00 – 12:30	Presentations by groups
12:30 – 14:00	<i>Lunch</i>
14:00 – 15:00	Presentation and discussion on best practices to deal with accidents involving chemicals
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 17:00	National presentations on policy (legislation) or frameworks for chemical safety and security management
<i>Thursday, 16 May 2019</i>	
09:00 – 10:30	National presentations
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:00	National presentations (continued)
12:00 – 13:00	<i>Lunch</i>
13:00 – 14:00	Discussion on different approaches and means to further improve capacity-building programmes that meet the specific needs of States Parties
14:00 – 14:30	<i>Coffee/tea break</i>
14:30 – 15:30	Discussion on improving capacity-building programmes (continued)
15:30 – 16:30	<ul style="list-style-type: none"> - The way forward - Meeting evaluation and closing ceremony

Annex 2**EIGHTEENTH REGIONAL MEETING OF NATIONAL AUTHORITIES
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14 – 16 MAY 2019****ENDORSEMENT BY THE NATIONAL AUTHORITY**

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

I, _____, Head/Chief Coordinator of the National Authority of the State Party of _____, on behalf of the Government of _____, hereby endorse the nomination form 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 Eighteenth Regional Meeting of National Authorities of States Parties in Eastern Europe, to be held in Riga, Latvia, from 14 to 16 May 2019.

Signature: _____

Name: _____

Designation: _____

Official seal of the National Authority: