



OPCW

Technical Secretariat

International Cooperation and Assistance Division

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16 May 2006

ENGLISH and RUSSIAN only

NOTE BY THE TECHNICAL SECRETARIAT

**FOURTH REGIONAL WORKSHOP FOR
NATIONAL AUTHORITIES OF STATES PARTIES IN CENTRAL ASIA
ON THE PRACTICAL IMPLEMENTATION
OF THE CHEMICAL WEAPONS CONVENTION
CHOK-TAL, KYRGYZSTAN
27 – 29 SEPTEMBER 2006**

1. On behalf of the Government of Kyrgyzstan and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General is pleased to invite National Authorities to submit nominations for the fourth regional workshop for National Authorities of States Parties in Central Asia on the practical implementation of the Chemical Weapons Convention (hereinafter “the Convention”), which will be held in Chok-Tal, Kyrgyzstan, from 27 to 29 September 2006.
2. The workshop is designed as a forum for personnel from National Authorities who are involved with national implementation of the Convention. Individuals nominated to participate in the workshop should actually be responsible for implementing the Convention at the national level, including as regards the legislative component of this work.
3. The workshop is intended to provide a framework within which representatives of National Authorities can review and discuss issues related to the practical implementation of the Convention under the following thematic clusters:
 - (a) legislative and administrative measures to be taken to implement the Convention in States Parties represented at the workshop, including the drafting, enactment, and enforcement of implementing legislation and of privileges-and-immunities agreements;
 - (b) administrative requirements for the successful functioning of a National Authority;
 - (c) the identification of declarable industry sites and of transfers of scheduled chemicals, and the submission of accurate declarations under Article VI of the Convention; and



- (d) implementation-support projects in Central Asia.
4. Considering the target dates referred to in the decision of the Conference of the States Parties (hereinafter “the Conference”) on follow up to the plan of action regarding the implementation of Article VII obligations (C-10/DEC.16, dated 11 November 2005), the workshop will also be used to provide practical assistance in finalising the necessary legislative and administrative procedures in participating States Parties, and the Technical Secretariat (hereinafter “the Secretariat”) therefore encourages the participation of parliamentary representatives of States Parties in Central Asia. All participants in the workshop will be expected to report on their national arrangements and practices with regard to industry declarations, as well as on the steps their respective countries have taken to meet the objectives of the aforementioned Conference decision and on the target dates these countries have set pursuant to it.
 5. The workshop will also provide the opportunity for bilateral consultations that will take place between individual National Authorities and officials from the Secretariat on implementation issues, and that will be dedicated to the review of national drafts of implementing legislation and of privileges-and-immunities agreements, to identifying declarable industry sites and transfers of scheduled chemicals, and to the submission of relevant declarations to the OPCW.
 6. The provisional programme for the workshop is included as Annex 1 to this Note.
 7. The Secretariat expects to be able to sponsor the participation of one parliamentary and one National Authority representative from each State Party in Central Asia, as well as of a limited number of representatives of other 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 it does not incur hotel cancellation fees. In any case the Secretariat will not cover the costs of any accommodation it has not arranged.
 8. When making travel arrangements for sponsored participants, the Secretariat will seek the most-economical options. The Secretariat 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 Tuesday, 26 September 2006**, and to depart **no later than Sunday, 1 October 2006**. The Secretariat’s agreement is required for any changes to the arrival and departure dates. The Secretariat will not cover expenses unrelated to the workshop or that result from changes in travel arrangements 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 travel and accommodation arrangements, although the Secretariat can, if necessary, arrange accommodation at reduced rates.

9. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Kyrgyzstan.
10. All activities during the workshop will be conducted in English, with the possibility of Russian interpretation. When nominating participants, National Authorities are requested to indicate whether interpretation facilities for Russian will be required. All participants are expected to have a good command of one of these languages.
11. 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)70 306 3535, or by e-mail to ipb@opcw.org. All nominations must be received by the Secretariat **no later than 25 August 2006**. Please be advised that participants must present an OPCW acceptance letter in order to register for the workshop.
12. Additional information about the workshop may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division. The contact persons are Mr Sergei Kisselev, +31 (0)70 416 3376, and Mr Ananda Perera, +31 (0)70 416 3883.

Annexes:

- Annex 1: Provisional Programme
Annex 2: Nomination Form

Annex 1

**FOURTH REGIONAL WORKSHOP FOR
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PROVISIONAL PROGRAMME

<i>Wednesday, 27 September 2006</i>	
09:00 – 13:00	1. Introduction and legal requirements
	Opening ceremony
	The Chemical Weapons Convention and the OPCW: latest developments
	Follow-up to the plan of action regarding the implementation of Article VII obligations
	<i>Coffee break</i>
	2. Elements of effective implementing legislation and of privileges-and-immunities agreements
	Implementing legislation and enforcement of the Convention: Convention requirements, elements of effective implementing legislation, available models, and privileges-and-immunities agreements; legal assistance from the OPCW
13:00	3. Status of national implementation in participating States Parties
	Presentations by National Authorities on the legislative and administrative measures taken to implement the Convention in individual States Parties represented at the workshop, including the development, enactment, and enforcement of implementing legislation, as well as requirements for, and offers of, assistance
13:00	<i>Lunch</i>
14:30 – 18:00	Presentations, continued
	<i>Coffee break</i>
	Presentations, continued
	Bilateral consultations
<i>Thursday, 28 September 2006</i>	
09:00 – 13:00	4. Industry verification under Article VI of the Convention
	Declaration requirements in accordance with Article VI: plant sites and transfers of scheduled chemicals
	Identification of declarable chemical-industry plant sites, and import/export obligations under the Convention: most-frequently transferred chemicals, and the industrial processes associated with them; practical problems with data collection and with declarations
	<i>Coffee break</i>
	Latest developments in discussions within the industry cluster of the Executive Council: guidance on national implementation
	Tabletop exercise on identifying and declaring chemical-industry plant sites and transfers of scheduled chemicals: scenarios

13:00	<i>Lunch</i>
14:30 – 18:00	5. Bilateral consultations
	Workshops with representatives of individual States Parties on their national implementing legislation and on draft privileges-and-immunities agreements, as well as on the identification and declaration of relevant chemical-industry data and of data on trade
	<i>Coffee break</i>
	Workshops, continued
	Bilateral consultations
<i>Friday, 29 September 2006</i>	
09:00 – 13:00	Workshops, continued
	<i>Coffee break</i>
	Workshops, continued
13:00	<i>Lunch</i>
14:30 – 16:00	Workshops, continued
	<i>Coffee break</i>
16:00 – 18:00	6. Conclusions
	Summary of discussions; follow-up actions; closure of the workshop
	Bilateral consultations

Annex 2

**FOURTH REGIONAL WORKSHOP FOR
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NOMINATION FORM

Please submit the completed form by **25 August 2006** to:
The Director, International Cooperation and Assistance Division, OPCW,
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands
Fax: +31 (0)70 306 3535; e-mail: ipb@opcw.org.

Please type or use BLOCK LETTERS.

1.	Government body making the nomination	
2.	Family name of nominee	
3.	First name(s)	
4.	Date of birth	Day Month Year
5.	Citizenship	
6.	Gender*	Male <input type="checkbox"/> Female <input type="checkbox"/>
7.	Passport number	
8.	Date of issue	Day Month Year
9.	Expiry date	Day Month Year
10.	Place of issue	
11.	Function in regard to CWC implementation	
12.	Employer	
13.	Employer's 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

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

17.	Has the nominee previously attended a workshop of this kind?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
		If so, when and where?	
18.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
19.	Is interpretation into the Russian language required?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
20.	Is assistance in finding accommodation required?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
21.	Dietary requirements	Vegetarian <input type="checkbox"/>	No special requirements <input type="checkbox"/>