

F.No. M-21020/3/2021-TECH
Government of India
Cabinet Secretariat
National Authority Chemical Weapons Convention

1st Floor, Chanakya Bhawan, Chanakya Puri,
New Delhi, dated 11th August 2021

OFFICE MEMORANDUM

Subject: Call for nominations for the Eighth Annual Meeting (Online) of the Representatives of the Chemical Industry and National Authorities (NAs) of States Parties to the Chemical Weapons Convention (CWC), 12 and 13 October 2021 - regarding.

Please find the enclosed copy of note from the Technical Secretariat (TS), Organisational for the Prohibition of Chemical Weapons (OPCW) vide No. S/1980/2021 Dated 05 August 2021 alongwith three Annexes (Annex 1: Provisional Programme; Annex 2: National Authority Endorsement Form; and Annex 3: Questionnaire) seeking nominations on the above mentioned subject.

2. In line with above, nominations of suitable, qualified and experienced Officer of an appropriate level along with relevant documents, adhering to the 'Revised Guidelines for OPCW sponsored events' issued by NACWC may please be sent to this office latest by 06th September 2021 through the online portal- OPCW Training Management System (<https://training.nacwc.gov.in/Login.aspx>). The Head of the concerned Department/Organization may also certify that the applicant is clear from vigilance angle and no departmental proceeding against him is contemplated or inquired into.

3. It is further informed that, the said course is purely technical in nature and is meant for the Officers from the National Authorities and the representatives of the chemical industry who carry out managerial and leadership responsibilities related to the implementation of the Chemical Weapons Convention (CWC). Only nominations with the complete set of application documents (viz. Nomination; Up-to-date Curriculum Vitae, Valid Passport Copy with complete personal identification information; Vigilance and Departmental Clearance); and the requirements listed in the above cited TS, OPCW communication will be considered.

4. Applicants who have already participated in the similar previous programme(s) shall not be considered for the course. After attending the course, nominated person shall submit a tour report besides presentation is required to be made to the National Authority.

Enclosure: As above



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To

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S/1980/2021
5 August 2021
ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS
FOR THE EIGHTH ANNUAL MEETING OF REPRESENTATIVES
OF CHEMICAL INDUSTRY AND NATIONAL AUTHORITIES OF STATES PARTIES
TO THE CHEMICAL WEAPONS CONVENTION
(ONLINE)
12 AND 13 OCTOBER 2021**

1. The Technical Secretariat (hereinafter “the Secretariat”) wishes to invite National Authorities and representatives from national chemical industry associations to submit applications for the Eighth Annual Meeting of Representatives of the Chemical Industry and National Authorities of States Parties to the Chemical Weapons Convention (hereinafter “the Convention”).
2. In order to facilitate the attendance of this meeting across different time zones, the meeting will be held twice, namely on 12 and 13 October 2021, offering the same programme (see Annex 1 to this Note).
3. The event seeks to enhance cooperation between the chemical industry and National Authorities to support the full and effective implementation of the Convention.
4. The chemical industry has been recognised as a key stakeholder in the implementation of the Convention. The Third Special Session of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention highlighted the important role that the chemical industry has to play in the implementation of the Convention, and encouraged the Secretariat to continue to strengthen its relations with regional and international chemical industry associations.
5. The objectives of the meeting are to:
 - (a) promote cooperation between National Authorities and the chemical industry;
 - (b) provide an occasion to share experiences, challenges, and good practices in relation to the implementation of the Convention at the national, regional, and global levels; and
 - (c) enhance awareness of particular requirements in relation to the Convention among representatives of the chemical industry and National Authorities, and thereby enhance the capacity of both stakeholders to implement relevant provisions in a timely and effective manner.



6. The meeting will focus on the following topics:
 - (a) the importance of verification activities under Article VI of the Convention in light of emerging threats, including chemical terrorism;
 - (b) chemical industry initiatives related to chemical security and engagement of the chemical industry in the development of chemical security regulations; and
 - (c) best practices in advocacy and outreach to the chemical industry to raise awareness of the Convention at the national level.
7. States Parties with relevant chemical industry activities and stakeholders are invited to nominate **two participants** for this meeting, one from the National Authority and one from a national chemical industry association. States Parties are strongly encouraged to nominate candidates who have not participated in previous such meetings.
8. The meeting will be conducted in English. All participants are therefore expected to have a good command of English.
9. Nominated applicants/participants are invited to register in Eventus—the OPCW event management system (<https://apps.opcw.org/Eventus/Home/EventDetail/285>)—**no later than 17 September 2021**. Applicants must first create an account and then register for the event.
10. All nominations must be endorsed by the Head or Chief Coordinator of the National Authority. The endorsement form, which is attached as Annex 2 to this Note, must be uploaded by applicants during the registration process for the meeting.
11. Interested participants who, for technical reasons, are unable to submit the application online are requested to send an email to ipb@opcw.org with a reference to the name of the event in the subject line of the message. The Secretariat will provide the necessary advice and assistance with the registration.
12. In addition, applicants are required to complete and submit a questionnaire indicating “NA-CI meeting” in the subject line of the email, **before 17 September 2021**, to Mr Alberto Fernández (alberto.fernandez@opcw.org). The questionnaire is attached as Annex 3 to this Note; an MS Word version of this document can be provided by Mr Alberto Fernández.
13. Applications will be considered only if: a) a complete set of all required documents is submitted, and b) the respective State Party has nominated two participants as per paragraph 7 above.
14. Additional information about the meeting may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division, of the OPCW. The contact persons are Ms Sharon Rivera (Tel: +31 (0)70 416 3437, Email: sharon.rivera@opcw.org) and Mr Alberto Fernández (Tel: +31 (0)70 416 3850, Email: alberto.fernandez@opcw.org).

Annexes:

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

Annex	Description
Annex 1	Provisional Programme
Annex 2	National Authority Endorsement Form
Annex 3	Questionnaire

Annex 1

**EIGHTH ANNUAL MEETING OF REPRESENTATIVES OF CHEMICAL INDUSTRY
AND NATIONAL AUTHORITIES OF STATES PARTIES
TO THE CHEMICAL WEAPONS CONVENTION
(ONLINE)**

12 AND 13 OCTOBER 2021

PROVISIONAL PROGRAMME

All times shown are in Central European Time (The Hague time)

Tuesday 12 October 2021	Wednesday 13 October 2021	Activity
06:30 – 07:00	16:30 – 17:00	Arrival of participants in the virtual meeting room
07:00 – 07:10	17:00 – 17:10	Introduction to the programme of the meeting
07:10 – 07:20	17:10 – 17:20	Opening remarks
07:20 – 07:50	17:20 – 17:50	Updates from the Technical Secretariat: <ul style="list-style-type: none">- Article VI verification regime- Policy-related issues- Q&A and discussion
07:50 – 08:20	17:50 – 18:20	Updates from industry and trade organisations: <ul style="list-style-type: none">- ICCA* presentation- ICTA** presentation- Q&A and discussion
08:20 – 08:30	18:20 – 18:30	<i>Break</i>
08:30 – 09:15	18:30 – 19:15	Practical challenges in ensuring compliance with regulatory measures on chemical security and enhancing the engagement of the chemical industry in the development of regulatory measures: <ul style="list-style-type: none">- National presentations- Q&A and discussions
09:15 – 09:45	19:15 – 19:45	Best practices in advocacy and outreach to the chemical industry to raise awareness of the Convention at the national level: <ul style="list-style-type: none">- National presentations- Q&A and discussion
09:45 – 10:00	19:45 – 20:00	Summary of the meeting and closing

* ICCA: International Council of Chemical Associations

** ICTA: International Chemical Trade Association

Annex 2**EIGHTH ANNUAL MEETING OF REPRESENTATIVES OF CHEMICAL INDUSTRY
AND NATIONAL AUTHORITIES OF STATES PARTIES
TO THE CHEMICAL WEAPONS CONVENTION
(ONLINE)****12 AND 13 OCTOBER 2021****ENDORSEMENT BY THE NATIONAL AUTHORITY**

This form must be signed, duly sealed, and uploaded when submitting the application electronically (<https://apps.opcw.org/Eventus/Home/EventDetail/285>)

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 online registration, for participation in the Eighth Annual Meeting of Representatives of Chemical Industry and National Authorities of States Parties to the Chemical Weapons Convention, to be held online on 12 and 13 October 2021.

I also certify that the above candidate fulfils all the requirements mentioned in the invitation Note.

Signature: _____

Name: _____

Designation: _____

Telephone: _____

E-mail: _____

Official seal of the organisation:

Annex 3

**EIGHTH ANNUAL MEETING OF REPRESENTATIVES OF CHEMICAL INDUSTRY
 AND NATIONAL AUTHORITIES OF STATES PARTIES
 TO THE CHEMICAL WEAPONS CONVENTION
 (ONLINE)**

12 AND 13 OCTOBER 2021

This form must be filled out electronically by each applicant and sent to:
alberto.fernandez@opcw.org before **Friday, 17 September 2021**

QUESTIONNAIRE

Applicant's name	
Country	
Position and designation	
Please indicate your current role in the national implementation of the Convention	
What are some practical challenges in ensuring compliance with regulatory measures on chemical security?	
How could the engagement of the chemical industry in the development, adoption, and implementation of regulatory measures on chemical security be enhanced?	
Could you identify potential initiatives by the National Authority to enhance outreach to the chemical industry in raising awareness of the Convention at the national level?	
Please state your date preference for attending the online meeting.	12 October (7:00 – 10:00 CET) [] 13 October (17:00 – 20:00 CET) []
<i>The Secretariat will be hosting two sessions of the meeting, the first on 12 October and the second on 13 October 2021.</i>	<i>Please note that times are tentative and subject to confirmation at a later stage.</i>