



NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A WORKSHOP
ON GREEN AND SUSTAINABLE CHEMISTRY
IN THE CONTEXT OF THE CHEMICAL WEAPONS CONVENTION
THE HAGUE, THE NETHERLANDS
16 AND 17 NOVEMBER 2017**

1. On behalf of the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General is pleased to invite Member States to submit nominations for a workshop on green and sustainable chemistry, to be held at OPCW Headquarters in The Hague, the Netherlands on 16 and 17 November 2017.
2. The workshop is intended to bring together representatives and experts from governments, scientific communities, chemical industry, international organisations and non-governmental organisations (NGOs) to discuss and exchange views and experiences on green and sustainable chemistry and related matters.
3. The core objectives of the workshop comprise the following:
 - (a) to increase awareness and understanding amongst OPCW Member States and stakeholders on what defines green and sustainable chemistry, and to highlight recent developments and technological advances in the area, including those with potential industrial applications;
 - (b) to facilitate discussions amongst OPCW Member States and relevant stakeholders on current trends, challenges and opportunities in green and sustainable chemistry from the perspectives of scientific and regulatory communities, as well as chemical industry;
 - (c) to facilitate a forum for discussion amongst a broad range of stakeholders that includes scientists, industry, and representatives of OPCW Member States on the potential of green and sustainable chemistry to support the objectives of the Chemical Weapons Convention (hereinafter “the Convention”); and
 - (d) to discuss how chemical management has evolved over the past decades and provided a basis for sustainable practices in chemistry, and to identify gaps from which OPCW Member States could partner with stakeholders, including industry, within the implementation of the Convention.



4. The workshop will provide an opportunity to share information on relevant initiatives and programmes facilitated by stakeholders in industry, academia, government, international organisations and NGOs.
5. The workshop will be conducted in English with no translation services provided.

Admission requirements and selection procedure

6. The workshop is open to:
 - (a) representatives of National Authorities and Permanent Representatives of Member States to the OPCW;
 - (b) representatives of academia and research institutions from OPCW Member States involved in scientific research and education in green and sustainable chemistry;
 - (c) representatives from the private sector, including chemical industry and industry associations from OPCW Member States; and
 - (d) representatives from relevant NGOs and international organisations.
7. All applications must be endorsed by the National Authority or Permanent Representation of the OPCW Member States.
8. Member States are welcome to nominate for participation both sponsored and non-sponsored participants who meet the admission requirements indicated in paragraph 6 above.
9. Member States are encouraged to nominate female candidates.
10. The Technical Secretariat (hereinafter “the Secretariat”) will select the sponsored participants based on their qualifications and experience. Only selected candidates will be notified by the Secretariat.

Sponsorship and travel arrangements

11. The Secretariat expects to be able to sponsor a limited number of participants for the workshop, including a maximum of 12 key speakers to be identified by the Secretariat.
12. For the sponsored participants, the Secretariat will cover the costs of travel and medical insurance, and will provide a limited subsistence allowance to cover meals and sundry expenses. The Secretariat will also arrange and pay for the accommodation of 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 any case, the Secretariat will not cover the costs of any accommodation that it has not arranged.
13. The Secretariat will not pay for medical assistance. Therefore, participants should be fit to travel. All participants taking prescribed medication should arrive with supplies sufficient for the duration of the events.

14. 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 leads to further savings for the Secretariat and if the Secretariat authorises it. Sponsored participants shall bear all costs resulting from any changes they make once the Secretariat has purchased the tickets. Non-sponsored participants will be requested to make their own travel and accommodation arrangements, although the Secretariat can, if necessary, arrange accommodation. In order for the Secretariat to keep costs to a minimum, sponsored participants are expected to arrive **no earlier than Wednesday, 15 November 2017** and to depart **no later than Saturday, 18 November 2017**, with the exception made for the participants for whom the Secretariat sponsorship was extended for participation in the National Authorities Day and the Twenty-Second Session of the Conference of the States Parties.
15. Participants are requested to obtain any necessary visas (including transit visas) before travelling to The Hague. The Secretariat will cover the costs of these visas by reimbursing sponsored participants upon production of original receipts.

Application procedure

16. Candidates are invited to fill out the application form annexed to this Note.
17. Applications that are incomplete or improperly filled out cannot be considered. Application forms must be accompanied by the following:
 - (a) a photocopy of the personal identification pages of the candidate's passport;
 - (b) an up-to-date curriculum vitae;
 - (c) a one-page statement of purpose; and
 - (d) an endorsement from the National Authority of the candidate's country.
18. Applications should be submitted to the Secretariat, via the respective Member State's National Authority or Permanent Representation to the OPCW, **no later than Friday, 22 September 2017**. Once endorsed, the Permanent Representation should then send the application to the Director, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. Applications may also be sent by email to icb@opcw.org indicating "Green Chemistry Workshop 2017" in the subject line of the message.
19. Additional information may be obtained from Mr Sergey Zinoviev, Senior International Cooperation Officer, Tel: +31 (0)70 416 3611; Email: icb@opcw.org.

Annex 1: Application Form
Annex 2: National Authority Endorsement Form

Annex 1

**WORKSHOP ON GREEN AND SUSTAINABLE CHEMISTRY
THE HAGUE, THE NETHERLANDS
16 AND 17 NOVEMBER 2017**

APPLICATION FORM

Please submit the completed form by **22 September 2017** to:
The Director, International Cooperation and Assistance Division, OPCW
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands
Email: icb@opcw.org

Please type or use BLOCK LETTERS.

Family name of nominee ¹			
First name(s) ¹			
Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Date of birth	Day	Month	Year
Citizenship			
Passport number			
Date of issue	Day	Month	Year
Date of expiry	Day	Month	Year
Place of issue			
Areas of expertise (attach a curriculum vitae and a description of the candidate's practical experience)			
Employer			
Position			
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		
Fax numbers, including country and city codes	Home		
	Work		
Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Do you require a visa to travel to the Netherlands?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

¹

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

Annex 2**WORKSHOP ON GREEN AND SUSTAINABLE CHEMISTRY
THE HAGUE, THE NETHERLANDS
16 AND 17 NOVEMBER 2017****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 _____, holding the position/designation of _____ in the Office/Division/Branch of _____, as indicated in the attached application form, for participation in the Workshop on Green and Sustainable Chemistry, to be held at the OPCW Headquarters in The Hague, the Netherlands, on 16 and 17 November 2017.

Signature: _____

Name: _____

Designation: _____

Official seal of the Organisation: