
Eleventh Session
(24 - 28 July 1995)

REPORT OF THE COMMISSION

1. Introduction

- 1.1 In accordance with its decision recorded in the Report of the Tenth Session of the Preparatory Commission (PC-X/23), the Commission convened its Eleventh Session in The Hague, Kingdom of the Netherlands, from 24 - 27 July 1995.
- 1.2 No States signed the Convention during the period under review.
- 1.3 Five new instruments of ratification were deposited during the current intersessional period, by Croatia (23 May 1995), Monaco (1 June 1995), the Netherlands (30 June 1995), Denmark (13 July 1995), and Peru (20 July 1995). The number of ratifications now stands at 32.
- 1.4 The following 93 Member States participated in the Eleventh Session of the Commission:

Algeria, Argentina, Australia, Austria, Bahrain, Belarus, Belgium, Bolivia, Brazil, Bulgaria, Burkina Faso, Cameroon, Canada, Cape Verde, Chile, China, Colombia, Congo, Costa Rica, Côte d' Ivoire, Croatia, Cuba, Czech Republic, Denmark, Ecuador, Ethiopia, Finland, France, Germany, Ghana, Greece, Guatemala, Holy See, Hungary, India, Indonesia, Iran (Islamic Republic of), Ireland, Israel, Italy, Japan, Kenya, Kuwait, Lesotho, Liberia, Lithuania, Luxembourg, Malaysia, Mali, Malta, Mexico, Morocco, Namibia, Nepal, Netherlands, New Zealand, Nigeria, Norway, Oman, Pakistan, Panama, Papua New Guinea, Peru, Philippines, Poland, Portugal, Republic of Korea, Romania, Russian Federation, Saint Lucia, Saudi Arabia, Senegal, Sierra Leone, Slovak Republic, Slovenia, South Africa, Spain, Sri Lanka, Sweden, Switzerland, Thailand, Tunisia, Turkey, Uganda, Ukraine, United Arab Emirates, United Kingdom of Great Britain and Northern Ireland, United Republic of Tanzania, United States of America, Uruguay, Venezuela, Zambia, and Zimbabwe.

2. AGENDA ITEM ONE - Opening of the Session

The Session was opened by the Chairman of the Commission, Ambassador Finn K. Fostervoll of Norway, at 11:00 on 24 July 1995.

3. AGENDA ITEM TWO - Adoption of the Agenda

On 24 July 1995 the Commission **adopted** the following agenda for its Eleventh Session:

1. Opening of the Session
2. Adoption of the Agenda
3. Report of the Executive Secretary
4. General discussion on major outstanding issues
5. Consideration of the Report of Working Group A and appropriate action
6. Consideration of the Report of Working Group B and appropriate action
7. Report of the Credentials Committee
8. Report of the Committee on Relations with the Host Country
9. Election of the Chairman and other Officers of the Commission
10. Any other business
11. Date and Agenda of the Twelfth Session
12. Adoption of the Report and closure of the Session

4. AGENDA ITEM THREE - Report of the Executive Secretary

The Commission **received** the Report of the Executive Secretary, Mr. Ian R. Kenyon (PC-XI/8 and Corr.1/Add.1). The Report covered the period from 1 April to 21 July 1995.

5. AGENDA ITEM FOUR - General discussion on major outstanding issues

Statements were made by the delegations of the United States of America, Bulgaria, China, Mexico (on behalf of the Latin American and Caribbean Group) (PC-XI/10), Ukraine, Cuba, Republic of Korea, Argentina, Germany, Hungary, Pakistan (PC-XI/15), Russian Federation (PC-XI/11), Brazil, Denmark, India, Israel, Nigeria (on behalf of the African Group) (PC-XI/14), Australia, Canada, Iran (Islamic Republic of), Poland, Peru (PC-XI/16), France (on behalf of WEOG), and the Netherlands.

6. AGENDA ITEM FIVE - Report of Working Group A

- 6.1 On 27 July 1995 the Chairman of Working Group A, Ambassador Carlos Enrique Nones of Venezuela, introduced the Report of Working Group A (PC-XI/A/5). The Commission took the following action in relation to matters arising out of the Report of Working Group A:

Programme of Work and Budget and Finance Group

6.2 On the implementation of the 1995 Budget

- (a) The Commission **requested** the Executive Secretary to include a chart for overtime similar to that prepared for travel in future presentations on the Budget implementation.

On budgetary transfers of funds

- (b) The Commission **confirmed** that the transfers by the Executive Secretary as outlined in Finance Group Paper No.3 of 15 May 1995, which is annexed to PC-XI/A/4, were made in accordance with the requirements of Financial Regulation 4.5.

On the clarification of the Commission's Financial Regulations (Cash Surplus)

- (c) The Commission **endorsed** the interpretation of Financial Regulations 4.3 and 4.4, as contained in subparagraphs 5.1(a), 5.1(b) and 5.2 of the Finance Group Report (PC-XI/A/WP.3 and Corr.1), concerning the cash surplus relating to the financial year ended 31 December 1994.

On the Programme of Work and Budget for 1996

- (d) The Commission **adopted** the Programme of Work and Budget for 1996 contained in the Annex to PC-XI/A/WP.5 and Corr.1, amended as follows: in the first line of subparagraph 6.7 of the Annex replace the words "The increased professional staff" with "The amplification of the role".
- (e) The Commission **appropriated**, in Dutch Guilders, a total amount of Dfl. 55,260,300 and **authorised** the Executive Secretary to:
- (i) incur expenditures for Part I of the 1996 Budget in an amount not exceeding Dfl. 24,856,700; and
 - (ii) incur expenditures for Part II of the 1996 Budget in an amount not exceeding Dfl. 30,403,600.
- (f) The Commission **decided** that the appropriations specified in subparagraph 6.2(e) above be financed from contributions by all Member States in accordance with the scales of assessment for 1996 presented by the Executive Secretary to this Session of the Commission (PC-XI/3).
- (g) The Commission **requested** Member States to pay their contributions to:
- (i) Part I of the 1996 Budget in full within thirty days of the receipt of the communication from the Executive Secretary requesting the contribution; and
 - (ii) Part II of the 1996 Budget in full within thirty days of the receipt of a further communication from the Executive Secretary, which shall not be communicated before the deposit of the sixty-fifth instrument of ratification.

- (h) The Commission **authorised** the Executive Secretary, in accordance with Financial Regulation 4.5, to make, if necessary, the following transfers within Part I of the 1996 Budget:
- (i) transfers of funds for official travel in the total amount of up to Dfl. 125,000 between programmes and of up to Dfl. 35,000 from the programme "Office of the Executive Secretary" to other programmes, in accordance with subparagraph 1.32 of the Programme of Work and Budget of the Commission for 1996, annexed to PC-XI/A/WP.5;
 - (ii) transfers of general temporary assistance funds in the total amount of up to Dfl. 100,000 between programmes, in accordance with subparagraph 1.33 of the Programme of Work and Budget of the Commission for 1996, annexed to PC-XI/A/WP.5; and
 - (iii) transfers of general operating expenses under the two object codes rental and maintenance of office equipment in the total amount of up to Dfl. 200,000, and supplies and materials in the total amount of up to Dfl. 100,000 between the programmes "Common Services not distributed to programmes" and "Administration Division, Conference Services Branch", in accordance with subparagraph 1.34 of the Programme of Work and Budget of the Commission for 1996, annexed to PC-XI/A/WP.5.
- (i) The Commission **decided** that six GS posts be brought forward from Part II to Part I of the 1995 Budget, as mentioned in subparagraph 4.2 of PC-XI/A/WP.5, on the understanding contained in subparagraph 4.3 of the same Report.
- (j) The Commission **emphasised** that any proposal by the Expert Group on Programme of Work and Budget for any additional post requested by the Executive Secretary during 1996 should be financed from savings within the 1996 Budget as approved.
- (k) The Commission **emphasised**, pursuant to budgetary assumption 1.18(i) (Annex to PC-XI/A/WP.5), the importance of early and well-coordinated actions by and cooperation between the Executive Secretary and Member States in order to improve the current geographical distribution of professional staff in the Secretariat, following the provisions of Article VIII, paragraph 44, of the Convention, in particular the need:
- (i) to intensify efforts to seek qualified candidates from the broadest number of Member States for each vacant professional position in the Secretariat, in order to fill the remaining professional posts in Phase I and Phase II on as wide a geographical basis as possible; and to this end

- (ii) to release simultaneously, as soon as possible, vacancy notices with respect to all professional posts in Phase I and Phase II.
 - (l) Taking into account that full payment of contributions by Member States is an important obligation stemming from the membership of the Commission/OPCW, the Commission **requested** the Executive Secretary to undertake - for legal and financial reasons, as well as with respect to the interests of present and future staff members of the Secretariat from Member States/States Parties concerned - vigorous efforts to collect overdue assessed contributions from Member States, and to keep delegations informed of the results of these efforts.
- 6.3 In the light of Financial Regulation 4.5 and paragraph 6 of PC-IX/A/WP.2, the Commission **noted** the intra-programme/section transfers in the 1994 Budget as outlined in Finance Group Paper No.7 dated 11 October 1994, which is annexed to PC-XI/A/4, and the comments on these transfers made by the Finance Group in its Report (PC-IX/A/WP.1, paragraph 6).

7. AGENDA ITEM SIX - Report of Working Group B

- 7.1 On 27 July 1995 the Chairman of Working Group B, Mr. Sylwin Gizowski of Poland, introduced the Report of Working Group B (PC-XI/B/12). The Commission took the following action in relation to matters arising out of the Report of Working Group B:

Inspection Procedures

- 7.2 The Commission **adopted** the document "Criteria for Acceptable Performance of Laboratories in Proficiency Testing" (Annex 1 to PC-XI/B/WP.6 and Corr.1).
- 7.3 The Commission **decided** that, in the light of the decision recorded in subparagraph 7.2 above, the next Inter-Laboratory Comparison Test be counted as the first official proficiency test, and that any test conducted by the Secretariat until now be regarded as a Trial Proficiency Test.
- 7.4 The Commission **decided** to include the new item "Team Decontamination Kit" in the Commission's inspection equipment list (PC-VIII/A/WP.7, Annex, Table 3.8) while remaining within the limits set by the Commission for this Budget programme (3 units, unit price US\$ 1,500).
- 7.5 The Commission, cognisant of the content of subparagraph 3.2 of PC-XI/B/WP.6, **called upon** Member States to actively assist in reducing the gaps in the analytical database.

Technical Cooperation and Assistance

- 7.6 The Commission **encouraged** Member States to commence preliminary study of the possible forms of assistance they could make available pursuant to obligations under Article X, paragraph 7.

Confidentiality

- 7.7 The Commission **adopted** the draft OPCW Policy on Confidentiality as annexed to PC-XI/B/WP.8 and as amended by Working Group B, and **decided** to apply the provisions of this draft OPCW Policy on Confidentiality, mutatis mutandis, to the work of the Preparatory Commission.
- 7.8 The Commission **renewed its request** to Member States and the Secretariat to study the possible exercise of national jurisdiction in the event that immunity from jurisdiction is waived by the Director-General in the case of a serious breach of confidentiality by a staff member of the Technical Secretariat, including the possibility of concurrent jurisdiction.
- 7.9 The Commission **encouraged** Member States to continue to study the general issue of the application of national jurisdiction to natural or legal persons who have breached confidentiality.
- 7.10 The Commission **encouraged** Member States and the Secretariat to continue study of the issue of compensation for losses caused by breach of confidentiality.

8. AGENDA ITEM SEVEN - Report of the Credentials Committee

- 8.1 The Commission **noted** the Report of the Credentials Committee (PC-XI/13), which was presented by Mr. Gerardo Girardo Crocini of Italy, the Chairman of the Committee.
- 8.2 Accordingly, at the time of the Eleventh Session the following 107 Member States had Representatives to the Commission, accredited or provisionally accepted in accordance with Rules 2, 3, and 5 of the Rules of Procedure of the Commission:

Algeria, Argentina, Australia, Austria, Bahamas, Bahrain, Belarus, Belgium, Bolivia, Brazil, Brunei Darussalam, Bulgaria, Burkina Faso, Cameroon, Canada, Cape Verde, Chile, China, Colombia, Congo, Costa Rica, Côte d' Ivoire, Croatia, Cuba, Cyprus, Czech Republic, Denmark, Ecuador, Estonia, Ethiopia, Fiji, Finland, France, Germany, Ghana, Greece, Guatemala, Holy See, Honduras, Hungary, India, Indonesia, Iran (Islamic Republic of), Ireland, Israel, Italy, Japan, Kenya, Kuwait, Lesotho, Liberia, Lithuania, Luxembourg, Malawi, Malaysia, Mali, Malta, Mauritius, Mexico, Monaco, Mongolia, Morocco, Myanmar, Namibia, Nepal, Netherlands, New Zealand, Nigeria, Norway, Oman, Pakistan, Panama, Papua New Guinea, Paraguay, Peru, Philippines, Poland, Portugal, Republic of Korea, Romania, Russian Federation, Saint Lucia, Saudi Arabia, Senegal, Sierra Leone, Slovak Republic, Slovenia, South Africa, Spain, Sri Lanka, Swaziland, Sweden, Switzerland, Thailand, Tunisia, Turkey, Uganda, Ukraine, United Arab Emirates, United Kingdom of Great Britain and Northern Ireland, United Republic of Tanzania, United States of America, Uruguay, Venezuela, Yemen, Zambia, and Zimbabwe.

9. AGENDA ITEM EIGHT - Report of the Committee on Relations with the Host Country

- 9.1 The Commission **noted** the Reports of the Committee on Relations with the Host Country (PC-XI/HC/5 and PC-XI/HC/6), which were presented by Mr. K. Paus of Norway, on behalf of the Chairman of the Committee.
- 9.2 The Commission **requested** the Committee on Relations with the Host Country to continue to consider the requirements for interim accommodation and the availability of suitable accommodation and **authorised** the Committee on Relations with the Host Country and the Executive Secretary to conclude at an appropriate time a Tenancy Agreement for that accommodation consistent with the appropriation of funds for office premises contained in PC-VIII/A/WP.7 and PC-VIII/HC/WP.5.
- 9.3 The Commission **decided** that the First Session of the Conference of the States Parties should take place in the Netherlands Congress Centre, The Hague, with the Staten Hall as the main conference room (see PC-XI/HC/3) in accordance with paragraphs 12 and 14 of the Understandings between the Host Cost Country and the Preparatory Commission for the OPCW concerning the Implementation of Paragraphs 6, 7, 9, and 11 of Annex 3 of the Paris Resolution (PC-IX/11, Annex 1) on the understanding that the necessary steps will be taken to make the facilities available at the time they are required and to have them prepared to a suitable standard (see PC-VII/HC/WP.1).
- 9.4 The Commission **decided** that the annual and special sessions of the Conference of the States Parties could take place with the Prins Willem Alexander Hall (Netherlands Congress Centre) as the main conference room after its refurbishment, provided that the refurbishment of this Hall meets the needs of the OPCW (see PC-XI/HC/3).
- 9.5 The Commission **welcomed** the assurances received from the Minister of Foreign Affairs of the Host Country, Mr. Hans van Mierlo, that the Host Country will assume the necessary guarantees in relation to the Preliminary Tenancy Agreement as a matter of urgency.
- 9.6 The Commission **considered and approved** the following decision:

"The Commission,

Recalling the Understandings between the Host Country and the Preparatory Commission for the OPCW concerning the Implementation of Paragraphs 6, 7, 9 and 11 of Annex 3 of the Paris Resolution (Annex 1 to PC-IX/11) which form the basis for the Commission's and the Host Country's future actions with respect to the new purpose-built office building for the OPCW;

Noting the constructive proposal put forward by the Host Country to resolve ongoing difficulties in relation to conclusion of the Preliminary Tenancy Agreement;

Noting also the Chairman's Proposal for Supplementary Understandings Between the Preparatory Commission for the OPCW and the Host Country Relating to the

Preliminary Tenancy Agreement for the New Purpose-Built Office Building (Annex 1 to this Report) developed during the Eleventh Session by the Committee on Relations with the Host Country on the basis of the Host Country proposal;

Mindful of the need to afford Member States adequate time to review this Proposal for Supplementary Understandings, yet to resolve this matter expeditiously;

Authorised the Committee on Relations with the Host Country, during the coming intersessional period, to refine as necessary and, on a date to be agreed by the Committee but not earlier than 1 September 1995, approve on behalf of the Commission Supplementary Understandings to be entered into with the Host Country related to the Preliminary Tenancy Agreement to be signed by the Executive Secretary and the property developer for transmission to the Conference of the States Parties at its First Session for confirmation and ultimate signature by the Director-General of the OPCW;

Authorised the Chairman and the Executive Secretary to exchange letters with the Foreign Minister for the Host Country incorporating the text of the Supplementary Understandings referred to above."

9.7 With respect to the development agreement for the new purpose-built office building for the OPCW, the Commission:

- (a) **requested** the Secretariat to take into account the comments contained in PC-XI/HC/2;
- (b) **decided** that the Preliminary Tenancy Agreement should be signed immediately before construction starts; and
- (c) **requested** the building consultant firm to review and give advice on the development agreement before it is signed.

10. **AGENDA ITEM NINE - Election of the Chairman and other Officers of the Commission**

10.1 In accordance with Rules 7 and 8 of the Rules of Procedure the Commission **elected** by acclamation Ambassador Zacharias J. de Beer of South Africa as Chairman for the six-month period commencing on 8 August 1995.

10.2 The Commission also **elected** the Representatives of Senegal, India, Cuba, and the United States of America as Vice-Chairmen for the same period. The Commission **authorised** the Chairman to accept the nominee of the Eastern European Group as Vice Chairman for the same period.

11. **AGENDA ITEM TEN - Any other business**

Reports of the External Auditor

- 11.1 In accordance with Financial Regulation 12.10, the Commission **received** the Letter from the Chairman of the Finance Group to the Chairman of Working Group A dated 14 July 1995, together with the following documents, all of which are contained in PC-XI/6: the audited 1994 financial statements of the Commission and the Provident Fund; the External Auditor's reports on the 1994 financial statements of the Commission and the Provident Fund; the Comments by the Executive Secretary on Reports of the External Auditor on the 1994 Financial Statements of the Commission and the Provident Fund; and the comments of the Seventh Meeting of the Finance Group as contained in PC-XI/6.
- 11.2 Following the recommendation by Working Group A (subparagraph 6.2 of PC-XI/A/5), the Commission **decided** that, because the External Auditor's reports and other audit-related material could not be made available in all languages three weeks in advance of the Eleventh Session due to the date of finalisation of the external audit, consideration and adoption by Working Group A and the Commission of these reports and of recommendations arising from the related documents specified in subparagraph 11.1 above be deferred until the Twelfth Session of the Commission.

Appointment of senior members of staff of the Secretariat

- 11.3 The Commission **noted** the Executive Secretary's statement that he was not yet in a position to make a recommendation regarding a successor to Mr. Li Chang-he as Deputy Executive Secretary but that he continued his consultations with a view to recommending the nominee of the Asian Group for this post.
- 11.4 The Commission **authorised** the Executive Secretary, in accordance with decisions reached during the First Plenary Session, to proceed immediately on its behalf with the appointment of Mr. David Clements of the United States of America as Director of Administration (D-1).
- 11.5 The Commission **authorised** the Executive Secretary to renew the contracts of the remaining D-1 level staff when these have reached the end of their original term in the course of 1995.

Recruitment consultations

- 11.6 **Noting with satisfaction** open-ended consultations with Member State delegations on recruitment matters, including inspector candidates and other professional staff, which took place under the chairmanship of the Executive Secretary, the Commission, recalling subparagraph 6.2(k) above, **requested** the Executive Secretary to continue to hold such consultations on a regular basis pending any possible decision on the process of recruitment of the OPCW.

Plan of Activities and Schedule of Meetings for the Period August - December 1995

- 11.7 The Commission **approved** the "Plan of Activities of the Expert Groups and Task Forces under Working Groups A and B and of the Committee on Relations with the Host Country, as well as the Schedule of Meetings for the Period August 1995 - December 1995" as contained in Annex 2 to this Report.

Clerical errors in the certified copy of the Convention

- 11.8 In accordance with the decisions taken at its Sixth and Eighth Sessions (PC-VI/22, subparagraph 9(a) and PC-VIII/18, subparagraph 10.4 respectively), the Commission requested the Executive Secretary to communicate the corresponding Addendum (PC-VI/7*/Add.1) to the Depository of the Convention on the Prohibition of the Development, Production, Stockpiling and Use of Chemical Weapons and On their Destruction so that the established procedure may be pursued to have the clerical adjustments taken into account in the rectification of the authentic text of the Convention.

Trust Funds for Regional Seminars and for Courses for Personnel of National Authorities

- 11.9 The Commission **took cognisance of** the Executive Secretary's Note on the Trust Fund for Regional Seminars (PC-XI/4), which records all contributions received for this Fund since 22 March 1995.
- 11.10 The Commission **took cognisance of** the Executive Secretary's Note on the Trust Fund for Courses for Personnel of National Authorities (PC-XI/5), which records all contributions received for this Fund since 6 April 1995.

Transfers of funds

- 11.11 The Commission **took cognisance of** the intra-programme transfers reported in paragraph 1 of PC-XI/2, and **approved** the inter-programme transfers recorded in paragraph 2 of the same Note.

Regional course for inspection escorts

- 11.12 The delegation of Argentina announced that the Ministry of Defence of Argentina would hold a regional course for National Authorities' escorts at the beginning of 1996, and invited Member States to provide assistance for the development of and participation in this course.

Preparations for the First Session of the Conference of the States Parties

- 11.13 The Commission **took note of** the idea that preliminary consultations should begin for the consideration of substantive matters related to the First Session of the Conference of the States Parties and **decided** to take up this issue at its Twelfth Session.

12. AGENDA ITEM ELEVEN - Date and Agenda of Twelfth Session

The Commission **decided** to hold its Twelfth Session from 11 - 15 December 1995 in The Hague, Kingdom of the Netherlands, and also **decided** to consider the following provisional agenda for adoption at the opening of its Twelfth Session:

1. Opening of the Session
2. Adoption of the Agenda
3. Report of the Executive Secretary
4. Reports of the External Auditor
5. General discussion on major outstanding issues
6. Consideration of the Report of Working Group A and appropriate action
7. Consideration of the Report of Working Group B and appropriate action
8. Report of the Credentials Committee
9. Report of the Committee on Relations with the Host Country
10. Election of the Chairman and other Officers of the Commission
11. Any other business
12. Date and Agenda of the Thirteenth Session
13. Adoption of the Report and closure of the Session

13. AGENDA ITEM TWELVE - Adoption of the Report and Closure of the Eleventh Session

The Commission **adopted** its Report, and the Chairman closed the Eleventh Session at 20:00 on 27 July 1995.

Annex 1

**CHAIRMAN'S PROPOSAL FOR
SUPPLEMENTARY UNDERSTANDINGS BETWEEN THE
PREPARATORY COMMISSION FOR THE OPCW AND THE HOST COUNTRY
RELATING TO THE
PRELIMINARY TENANCY AGREEMENT FOR
THE NEW PURPOSE-BUILT OFFICE BUILDING**

The Preparatory Commission for the Organisation for the Prohibition of Chemical Weapons (hereinafter called the 'Commission') and the Government of the Kingdom of the Netherlands and the Municipality of The Hague (hereinafter called the 'Host Country'), further to paragraphs 4, 6, 7 and 8 of the Understandings, which set out the legal and financial arrangements for the new purpose-built office building, and recalling the Commission's decision (subparagraph 9.6(a) of PC-X/23) that the three-year period when the rent for the new purpose-built office building will be paid by the Host Country shall commence on the date of delivery of that building, have reached the following Supplementary Understandings.

1. The Commission will sign with the property developer a Preliminary Tenancy Agreement which will enter into force after its confirmation by the Conference of the States Parties at its First Session and will terminate 15 years from the date of delivery of the new purpose-built office building.
2. If, on the date of delivery of the building, the OPCW does not yet exist, the Secretariat of the Commission will move into the new building. From that date the OPCW Foundation will be the lessee of the building for a maximum term of three years. The legal relationship between the Commission and the OPCW Foundation during this period will be arranged in a separate agreement. If the Convention enters into force during the three-year period, the OPCW will become the lessee and the OPCW Foundation will pay for the rent for the balance of the three-year period.
3. If the OPCW still does not exist three years after delivery of the building, the Secretariat of the Commission will have the option to remain in the building. In that case, the Commission will take over from the OPCW Foundation the Tenancy Agreement as the tenant for a period of one year or until the Commission ceases to exist, whichever comes earlier. As long as the Commission exists, it will decide on an annual basis whether to prolong the Tenancy Agreement.
4. If the Commission decides not to take over or to prolong the Tenancy Agreement as mentioned under paragraph 3 above, the Secretariat of the Commission will vacate the building. As long as there is no new tenant, the Host Country will assume the necessary guarantees towards the lessor. The lessor and the Host Country will then

both have the right and the obligation to look for a new tenant as soon as possible or otherwise to dispose of the building.

5. If the Conference of the States Parties at its First Session does not confirm the Preliminary Tenancy Agreement signed by the Executive Secretary and the property developer, the Host Country will assume the necessary guarantees towards the lessor. The lessor and the Host Country will then both have the right and the obligation to look for a new tenant as soon as possible. In that case the OPCW has the option to remain in the building until the end of the three-year period as mentioned above, at which time it shall either take over the tenancy or vacate the building."

Annex 2

PART I

**PLAN OF ACTIVITIES
OF THE EXPERT GROUPS AND TASK FORCES
UNDER WORKING GROUPS A AND B
FOR THE PERIOD
AUGUST 1995 - DECEMBER 1995**

**A. TASKS, OBJECTIVES, PRIORITY OF ISSUES AND DOCUMENTS OF
EXPERT GROUPS**

WORKING GROUP A

**I. EXPERT GROUP ON
PROGRAMME OF WORK AND BUDGET
(CHAIRMAN: MR. A. HERNANDEZ BASAVE - MEXICO)**

**A. FINANCE GROUP
(CHAIRMAN: MR. K. LAL - INDIA)**

Tasks:

1. **Review** the methodology and assumptions of the OPCW Budget.
2. **Consideration** of the Draft OPCW Financial Regulations and the first draft of the proposed OPCW Financial Rules.
3. **Study** the financial, budgetary and administrative implications of fixing the OPCW salary scales and benefits in Dutch Guilders at EIF and of adjusting these amounts, where appropriate, to include the cost of living in the Netherlands on an annual basis and **report** on this to the Expert Group on Administrative, Financial and Personnel Matters.
4. **Consider** the financial and related arrangements which would need to be applied in the transition from the Preparatory Commission to the OPCW and **report** thereon to the Expert Group on Administrative, Financial and Personnel Matters.

5. **Consider** the technical aspects of the calculation of the scale of assessments used to arrive at Member States' contributions and **report** thereon to the Expert Group on Programme of Work and Budget.

Documents:

1. Secretariat paper on the assumptions and methodology of the draft OPCW Budget
2. Second draft of the proposed OPCW Financial Regulations
3. First draft of the proposed OPCW Financial Rules
4. Note by the Executive Secretary entitled "Some Options for Achieving Greater Cost Efficiency and Effectiveness in the OPCW Staff Policy" (PC-XI/A/1)
5. Note by the Executive Secretary entitled "Basic Parameters for Preparation of Draft OPCW Staff Policy" (PC-VIII/A/3)

**B. EXPERT GROUP ON
PROGRAMME OF WORK AND BUDGET
(CHAIRMAN: MR. A. HERNANDEZ BASAVE - MEXICO)**

Tasks:

1. **Review** the Finance Group Report.
2. **Consideration** of the methodology and assumptions of the OPCW Budget.
3. **Review** programme of activities of the Finance Group and the Expert Group on Programme of Work and Budget regarding the preparation of the draft OPCW Budget.
4. **Continue to consider** the issue of the new P-3 position in the Legal Division referred to in its Eleventh Report (PC-XI/A/WP.5, subparagraph 4.5).

Documents:

1. Finance Group Report
2. Secretariat paper on the programme of activities of the Finance Group and the Expert Group on Programme of Work and Budget regarding the preparation of the draft OPCW Budget

**II. EXPERT GROUP ON
ADMINISTRATIVE, FINANCIAL AND PERSONNEL MATTERS**

(CHAIRMAN: MR. S. CHAKRAVARTI - INDIA)

Tasks:

1. **Consult** on First Revision of Draft OPCW Financial Regulations and on changes proposed thereto by Expert Group on Programme of Work and Budget, Finance Group and Secretariat and **finalise** Final Draft of OPCW Financial Regulations.
2. **Consult** on and **finalise** discussion on Basic Parameters and Cost Efficiency and Effectiveness of OPCW Staff Policy.
3. **Finalise** draft OPCW Staff Regulations.
4. **Consider** and **finalise** Letter of Appointment of Inspector Trainees, agreement between Member States offering training facilities and the Secretariat, and secrecy agreement.
5. **Begin** consideration of transitional arrangements regarding administrative, financial and personnel matters.

Documents:

1. First Revision of Draft OPCW Financial Regulations
2. Finance Group Report of the Sixth Meeting (PC-XI/A/WP.3 and Corr.1)
3. Expert Group on Programme of Work and Budget Eleventh Report (PC-XI/A/WP.5 and Corr.1)
4. Note by the Executive Secretary entitled "Some Options for Achieving Greater Cost Efficiency and Effectiveness in the OPCW Staff Policy" (PC-XI/A/1)
5. Note by the Executive Secretary entitled "Basic Parameters for Preparation of Draft OPCW Staff Policy" (PC-VIII/A/3)
6. Report by the Finance Group regarding the financial, budgetary and administrative implications of fixing the OPCW salary scales and benefits in Dutch Guilders at EIF and of adjusting these amounts, where appropriate, to include the cost of living in the Netherlands on an annual basis
7. Draft Letter of Appointment of Inspector Trainees, agreement between Member State offering training facilities and the Secretariat, and secrecy agreement with Secretariat's proposed changes

8. Second Draft of OPCW Staff Regulations, as updated

**III. EXPERT GROUP ON
DATA SYSTEMS
(CHAIRMAN: O. CARON - FRANCE)**

A. PRESENTATION ON IMS SECURITY ISSUES

Task:

1. **Receive** proposals by the Secretariat on the basis of the IMS security study.

Documents:

1. IMS security study.
2. Proposals by the Secretariat on the basis of the IMS security study.

B. TASK FORCE ON DATA SYSTEMS

Task:

1. **Review** Secretariat proposals on the basis of the IMS security study.

C. EXPERT GROUP ON DATA SYSTEMS

Tasks:

1. **Decide** on Task Force recommendations regarding IMS security study.
2. **Continue** to review the Summary Chart of Activities for the Establishment of a Functional IMS (Attachment 3 to PC-X/A/WP.6).

Documents:

1. IMS security study
2. Proposals by the Secretariat on the basis of the IMS security study
3. Task Force report with recommendations regarding IMS security study

**IV. EXPERT GROUP ON
OPCW HEADQUARTERS AGREEMENT
(CHAIRMAN: PROF. N. RONZITTI - ITALY*)**

Task:

1. **Consider** report on the consultations between the Host Country and the Secretariat regarding the draft OPCW Headquarters Agreement.

Document:

1. Draft Headquarters Agreement indicating parts that are still under discussion in brackets.

**V. VISA MATTERS
(CHAIRMAN: MR. D.W. SCHIFF - NETHERLANDS)**

Task:

1. **Continue consultations** on visa requirements and travel documents for OPCW inspectors and inspection assistants.

Document:

1. PC-IX/A/1

* **Subject to confirmation.**

WORKING GROUP B

I. EXPERT GROUP ON CHEMICAL INDUSTRY ISSUES (CHAIRMAN: MR. A. NOBLE - UNITED KINGDOM)

(a) Tasks identified in the Paris Resolution:

1. **Develop** guidelines on detailed procedures for verification and for the conduct of inspections, in accordance with, inter alia, Part II, paragraph 42, of the Verification Annex (for Schedule 1 facilities) (subparagraph 12(a) of the Paris Resolution).
2. **Develop** models for facility agreements in accordance with Part III, paragraph 8, of the Verification Annex (for Schedule 1 facilities) (subparagraph 12(i) of the Paris Resolution).
3. **Finalise** guidelines to assess the risk to the object and purpose of the Convention posed by the quantities of chemicals produced, the characteristics of the facility and the nature of the activities carried out there, in accordance with Part VI, paragraph 30, of the Verification Annex (for "other" Schedule 1 facilities) (subparagraph 12(s) of the Paris Resolution).
4. **Finalise** guidelines for provisions regarding scheduled chemicals in low concentrations, including in mixtures, in accordance with Part VII, paragraph 5, and Part VIII, paragraph 5, of the Verification Annex (subparagraph 12(t) of the Paris Resolution).
5. **Develop** models for facility agreements covering detailed inspection procedures, in accordance with Part VI, paragraph 27 of the Verification Annex. (in regard to SSSFs) (subparagraph 12(r) of the Paris Resolution).

(b) Other priority tasks:

1. **Continue** work on the model facility agreement for Schedule 2 facilities covered under Article VI of the Convention.
2. **Resolve** the issue of whether or not the term "production by synthesis" used in Part IX includes biochemical and biologically mediated processes.
3. **Agree** on the method of reporting aggregate national data for Schedule 2 and 3 chemicals.
4. **Complete discussions** on the tentative understandings in regard to discrete organic chemicals including PSF chemicals, "production" as defined in subparagraph 12(a) of Article II, and biochemical and biologically mediated processes in relation to scheduled chemicals.

(c) Other tasks:

1. **Develop** solutions for the issue of castor bean processing plants.
2. **Consider** the declaration forms and Handbook drafted by the Secretariat.
3. **Complete consideration** of the issue of past production of Schedule 1 chemicals at facilities having a capacity above 1 tonne, for purposes not prohibited under the Convention on the basis of the understanding as reflected in subparagraphs 2.4 and 4.5 of PC-VIII/B/WP.10.
4. **Resolve** the issue of the meaning of the term "a State Party" in subparagraph 8(a)(i)(2) of Article II (cf. subparagraphs 5.4 - 5.6 of PC-VIII/B/WP.10).
5. **Develop** the model facility agreement for Schedule 3 facilities covered under Article VI of the Convention.

Documents:

1. Draft Model for Schedule 1 Facility Agreements (to be prepared by the Secretariat)
2. Revised Model(s) for Schedule 2 Facility Agreements (prepared by the Chairman of the Expert Group)
3. Secretariat Background Paper on the Issues of "Low Concentrations"
4. Draft industry sections of the Declaration Handbook

**II. EXPERT GROUP ON INSPECTION PROCEDURES
(CHAIRMAN: MR. S. KISSELEV - RUSSIAN FEDERATION)**

(a) Tasks identified in the Paris Resolution:

1. **Develop** a list of approved equipment in accordance with Part II, paragraph 27, of the Verification Annex (subparagraph 12(e) of the Paris Resolution).
2. **Develop** procedures for inclusion in the inspection manual concerning the security, integrity and preservation of samples and for ensuring the protection of the confidentiality of samples transferred for analysis off-site, in accordance with Part II, paragraph 56, of the Verification Annex (subparagraph 12(h) of the Paris Resolution).

(b) Other priority tasks:

1. **Consider** the reports of the Specialist Task Force on Inspection Equipment Issues, the Specialist Task Force on Analytical Issues and the Specialist Task Force on the OPCW Analytical Database.
2. **Finalise** consideration of the understanding on the status of "experts" in relation to their privileges and immunities as well as to their terms of employment by the OPCW, in the context of investigations of alleged use.
3. **Finalise** the consideration of the issue of sampling and analytical aspects of the conduct of investigations of alleged use.
4. **Develop** provisions for indicating the specific types of equipment for the specific types of inspections.
5. **Develop** a common understanding of the term "particular type of inspection" and the possible equipment-related consequences of the application of this term.
6. **Consider** the Secretariat's recommendation regarding the establishment and implementation of a QA/QC regime for the Organisation.

(c) **Other tasks:**

1. **Finalise** its recommendation on the adoption of a single standard reference system for geographical co-ordinates to be used by the OPCW.
2. **Elaborate** administrative procedures for the conduct of inspections, including the issues of non-scheduled aircraft and communications procedures.
3. **Develop** sampling procedures and procedures for on-site and off-site analysis, including sampling and analysis for Schedule 1 chemicals.
4. **Resolve** the issues related to possible standards of services to be provided by Member States as contained in subparagraphs 8.2(b) and (e) of the Finance Group Report (PC-XI/A/WP.3 and Corr.1).

Documents:

1. Discussion paper on possible approaches to developing regulations for the extraction of sub-sets of data from the archival analytical database for use during inspections (to be prepared by the Secretariat)
2. Status report(s) on the procurement of equipment (to be prepared by the Secretariat)
3. "Sampling and analytical aspects of the conduct of investigations of alleged use" (available at the Secretariat)
4. Tentative understanding on the status of "Qualified Experts" in the context of investigations of alleged use, contained in subparagraph 8.3 of PC-XI/B/WP.5

5. Background paper on possible procedures for the designation, certification and selection of laboratories in accordance with the Convention (to be prepared by the Secretariat)
6. Recommendation on the adoption of a single standard reference system for geographical co-ordinates to be used by the OPCW (to be prepared by the Secretariat)
7. Recommendation on administrative procedures for the conduct of inspections, including the issues of non-scheduled aircraft and communications procedures (to be prepared by the Secretariat)
8. Secretariat's recommendation regarding the establishment and implementation of a QA/QC regime for the Organisation (available at the Secretariat)

**III. EXPERT GROUP ON SAFETY PROCEDURES
(CHAIRMAN: MR. R. FATZ - USA)**

(a) Task identified in the Paris Resolution:

1. **Develop** procedures concerning the implementation of safety requirements for activities of inspectors and inspection assistants, in accordance with Part II, paragraph 43, of the Verification Annex (subparagraph 12(g) of the Paris Resolution).

(b) Other tasks:

1. **Agree on** the draft OPCW Health and Safety Regulations.
2. **Consider** the requirements for medical treatment of persons exposed to chemical weapons.

Document:

1. Draft OPCW Health and Safety Regulations, prepared by the Secretariat

**IV. EXPERT GROUP ON
CONFIDENTIALITY
(CHAIRMAN: MR. A. TAUBMAN - AUSTRALIA)**

Tasks:

1. **Discuss** the States Parties' possible exercise of national jurisdiction in the event that immunity from jurisdiction is waived by the Director-General in the case of a serious breach of confidentiality by a staff member of the Technical Secretariat, including the possibility of concurrent jurisdiction.
2. **Discuss** any further proposals relating to the general issue of the application of national jurisdiction to natural or legal persons who have breached confidentiality.
3. **Discuss** any further proposals that may be made concerning compensation for losses caused by breach of confidentiality.

V. EXPERT GROUP ON TRAINING
(CHAIRMAN: MR. HAMID BAIDI-NEJAD - ISLAMIC REPUBLIC OF IRAN)

Tasks:

1. **Consider** the Secretariat's plan to make up for all Module 2 and Module 3 shortages.
2. **Review** the Secretariat's training cost estimate.
3. **Review** the trainee evaluation document "Inspectorate Training, Guidance for Trainee Performance Evaluation (Module 1: Basic Course, Module 2: Specialist Application Courses)", taking into account the results of the Trainee Evaluation Workshop (6 - 8 September 1995).
4. **Review** the results of the Module 1 and Module 2 Specialist Training Workshops (4 - 5 September and 27 - 28 November 1995, respectively).

Document:

1. "Inspectorate Training, Guidance for Trainee Performance Evaluation (Module 1: Basic Course, Module 2: Specialist Application Courses)"

VI. EXPERT GROUP ON
TECHNICAL COOPERATION AND ASSISTANCE
(CHAIRMAN: MR. S. CHAKRAVARTI - INDIA)

- (a) Tasks identified in the Paris Resolution:**

1. **Develop** lists of items to be stockpiled for emergency and humanitarian assistance in accordance with Article VIII, subparagraph 39 (b) (subparagraph 12(b) of the Paris Resolution).
2. **Develop** procedures for the provision of information by States Parties on their programmes related to protective purposes, in accordance with Article X, paragraph 4 (paragraph 12 (d) of the Paris Resolution).

(b) Other priority tasks:

1. **Consider** the results of the information end-user survey concerning the establishment of a library consisting, *inter alia*, of databases, to facilitate the fullest possible exchange of information on chemicals and chemical technology.
2. **Resolve** other outstanding questions under Article XI.

Documents:

1. Chairman's paper on outstanding Article X and XI issues.
2. Secretariat review of the responses to the end-user questionnaire.

**VII. EXPERT GROUP ON CHEMICAL WEAPONS ISSUES
(CHAIRMAN: MR. S. GIZOWSKI - POLAND)**

(a) Tasks identified in the Paris Resolution:

1. **Finalise** guidelines on detailed procedures for verification and for the conduct of inspections, in accordance with, *inter alia*, Part II, paragraph 42 of the Verification Annex (for CWPFs and CWDFs) (subparagraph 12(a) of the Paris Resolution).
2. **Develop** models for facility agreements in accordance with Part III, paragraph 8 of the Verification Annex (in regard to CWSFs, CWDFs and CWPFs) (subparagraph 12(i) of the Paris Resolution).
3. **Develop** appropriate detailed procedures to implement Part III, paragraphs 11 and 12 of the Verification Annex, in accordance with paragraph 13 of that Part (installation of continuous monitoring instruments and systems and seals) (subparagraph 12(j) of the Paris Resolution).
4. **Finalise** recommendations for guidelines for transitional verification arrangements, in accordance with Part IV (A), paragraph 51 of the Verification Annex (subparagraph 12(m) of the Paris Resolution).

5. **Develop** guidelines for determining the frequency of systematic on-site inspections of chemical weapons production facilities, in accordance with Part V, paragraph 54 of the Verification Annex (subparagraph 12(o) of the Paris Resolution).
6. **Develop** criteria for toxicity, corrosiveness and, if applicable, other technical factors, in accordance with Part V, subparagraph 71(b) of the Verification Annex (subparagraph 12(p) of the Paris Resolution).
7. **Develop** guidelines to assess the risk to the object and purpose of the Convention posed by the relevant chemicals, the characteristics of the facility and the nature of the activities carried out there, in accordance with Part VI, paragraph 23 of the Verification Annex (subparagraph 12(q) of the Paris Resolution).

(b) Other priority tasks:

1. **Address** the issue of costs of verification in relation to paragraph 16 of Article IV, paragraph 19 of Article V and paragraph 26 of Part II of the Verification Annex of the Convention with a view to its resolution.
2. **Consider** the implementation of the provisions of the Convention dealing with the conversion of CWPFs.
3. **Review** the draft model facility agreement for CWDFs prepared by the Secretariat, to include transitional arrangements.
4. **Elaborate** a clear understanding of what is considered a chemical weapon in particular in relation to Article II, subparagraph 1(b) and 1(c) (On the basis of the comments provided in relation to section D of the draft Declaration Handbook).
5. **Address** all aspects of the issue of chemical weapons buried by a State Party on its territory after 1976 or dumped at sea after 1984, including a possible challenge inspection, and its implications for the Technical Secretariat's responsibilities and other Expert Groups' tasks in this regard.

(c) Other tasks:

A. Chemical weapons production facilities

1. **Finalise** inspection activities at CWPFs.
2. **Resolve** the issue of production capacity.
3. **Resolve** the issue of levelling out.
4. **Discuss** declaration requirements.

5. **Review** the draft model facility agreement prepared by the Secretariat.

B. Chemical weapons storage facilities

1. **Review** inspection report formats developed by the Secretariat.
2. **Determine** how States Parties report chemical weapons on their own territory that are owned by another State.
3. **Finalise** the draft model facility agreement for a CWSF.

C. Chemical weapons destruction facilities

1. **Discuss** destruction requirements.
2. **Resolve** the issue of a numerical value for the quantitative assessment of the completeness of destruction.
3. **Develop** methods to verify the quantity of agent being destroyed and complete the list of activities for verifying the completeness of destruction and for quantifying destroyed chemical weapons.
4. **Develop** guidance on the issue of the destruction of chemical weapons resulting in the formation of Schedule 2 chemicals.
5. **Review** formats for declarations and for initial, routine and final inspection reports, prepared by the Secretariat.
6. **Develop** procedures to cover the installation, use, inspection and maintenance of equipment installed by the inspected State Party and/or the inspection team.
7. **Discuss** the need to develop inspection procedures for facilities at which chemical weapons destruction operations are not continuous, including procedures for a pilot plant to test chemical weapons destruction technologies.
8. **Develop** provisions regarding "simulation equipment".

D. Chemical weapons development facilities

1. Elaborate a clear understanding of how the term "primarily for development of chemical weapons" should be understood in preparing declarations under subparagraph 1(d) of Article III (to be undertaken when a proposal has been provided by any Member State).

Document:

1. Background paper on the issue of chemical weapons which were buried after 1 January 1977 and dumped at sea after 1 January 1985 with a view to identifying a mechanism for related declarations (to be prepared by the Secretariat)

**VIII. EXPERT GROUP ON CHALLENGE INSPECTION
(CHAIRMAN: MR. A. PERUGINI - ITALY)**

Tasks:

1. **Agree on** illustrative examples of the type of information which might be included under "all appropriate information on the basis of which the concern (of possible non-compliance) has arisen", in the context of Format 1.
2. **Finalise** recommendation in regard to further operational requirements for inspection equipment for challenge inspection, bearing in mind their technical, legal, budgetary and confidentiality aspects.
3. **Develop** any objective criteria for addressing the question of whether the right to request a challenge inspection has been abused and cost aspects in case of abuse.
4. **Develop** the inspection mandate format for challenge inspection.
5. **Resolve** the issues of the timing of the notification of challenge inspections.
6. **Finalise consideration** of the illustrative lists of activities in challenge inspection and illustrative elements of the document on the preliminary factual findings, as well as of the preliminary, draft and final inspection reports.

**IX. EXPERT GROUP ON OLD AND ABANDONED
CHEMICAL WEAPONS
(CHAIRMAN: MR. P. KREJSA - AUSTRIA)**

(a) Task identified in the Paris Resolution:

1. **Develop** guidelines to determine the "usability" of chemical weapons produced between 1925 and 1946, in accordance with Part IV (b), paragraph 5, of the Verification Annex (subparagraph 12(n) of the Paris Resolution).

(b) Other priority tasks:

1. **Resolve** the issue of verification and destruction requirements for old chemical weapons produced between 1925 and 1946.
2. **Develop** destruction and verification requirements for abandoned chemical weapons, including a possible challenge inspection.

(c) Other tasks:

1. **Resolve** the issue of the cost of the verification of old chemical weapons and their destruction as referred to in paragraph 8 of the Annex to the Second Report of the Expert Group (PC-VI/B/WP.5).
2. **Review** the Draft of Section E-1 of the Declaration Handbook entitled Old Chemical Weapons Produced Before 1925, reflecting the different views expressed by delegations (to be prepared by the Secretariat).

Documents:

1. Draft of Section E-1 of the Declaration Handbook entitled Old Chemical Weapons Produced Before 1925, reflecting the different views expressed by delegations (to be prepared by the Secretariat)
2. Draft of the section of the Declaration Handbook entitled Abandoned Chemical Weapons, on the basis of the comments received from delegations and of further consultations between interested delegations (to be prepared by the Secretariat)

**B. TASK FORCES FOR THE PERIOD
31 JULY - 8 DECEMBER 1995**

WORKING GROUP A

- I. Expert Group on Data Systems
Task Force on Data Systems (14 - 16 November 1995)**
1. **Review** Secretariat proposals on the basis of the IMS security study.

WORKING GROUP B

- I. Expert Group on Inspection Procedures
Specialist Task Force on Analytical Issues (2 - 6 October 1995)**

Tasks:

1. **Discuss** the results of the Third OPCW/PTS Inter-Laboratory Comparison Test: Trial Proficiency Test.
2. **Finalise** the discussion on the "Standard Operating Procedure (SOP) for the Evaluation of Results of a OPCW/PTS Proficiency Test", available from the Secretariat.
3. **Address** the chromatographic conditions for on-site GC-MS analysis.
4. **Finalise** discussion on the on-site GC/MS sample preparation methods and develop the technical specifications for the sample preparation kit.

Documents:

1. "Standard Operating Procedure (SOP) for the Evaluation of Results of a OPCW/PTS Proficiency Test", available from the Secretariat
2. Secretariat discussion paper addressing the following issues in relation to proficiency testing:
 - (a) the position of the laboratory preparing the samples and that of the laboratory evaluating the results in respect of their intentions to become an OPCW designated laboratory;
 - (b) the reporting of the test chemicals in relation to the scenario of the test;

- (c) how the scoring of the performance of separate tests will be evaluated;
 - (d) how many proficiency tests will be performed; and
 - (e) the provision of information on the announcement, the purpose and the scenario of a proficiency test
3. Secretariat paper containing a list of chemicals and equipment required by each of the two on-site GC/MS sample preparation methods submitted by Finland and the United States of America, to facilitate the comparison of the two methods. In addition, cost-effectiveness, transportability, storage, safety and other practical questions should also be addressed

II. Expert Group on Inspection Procedures Specialist Task Force on the OPCW Analytical Database (9 - 11 October 1995)

Tasks:

1. **Evaluate** new submitted spectra.
2. **Review** the process of re-submission of spectra.
3. **Review** the status of creation of the electronic database.
4. **Discuss** the form of chromatographic data for inclusion in the database.
5. **Address** the issue of certifying the OPCW Analytical Database.
6. **Discuss** the transfer of data in an electronic format from the OPCW Analytical Database to interested States Parties.
7. **Address** the issue of the compatibility of on-site data analysis software utilising the OPCW Analytical Database.

III. Expert Group on Inspection Procedures Specialist Task Force on Inspection Equipment Issues (12 - 13 October 1995)

Task:

1. **Develop** the technical specifications for the equipment item "Team Decontamination Kit".

**IV. Expert Group on Safety Procedures
Task Force on Medical Treatment (25 - 31 October 1995)**

Tasks:

1. **Elucidate** diagnostic methodology and criteria for chemical agent exposure.
2. **Develop** guidance regarding treatment protocols for chemical exposure patients.
3. **Elaborate** guidance on work restrictions to be imposed on persons after exposures, as well as on rehabilitation procedures and the monitoring of recovery.
4. **Elucidate** the desired organisation and levels of medical treatment chains, and the expertise, equipment, medications, and kits required at each level.
5. **Establish** criteria for establishing the fitness and health status of inspectors.

Document:

1. Draft guidelines for the treatment of chemical poisoning, in accordance with the "Format for Presentation of Material Concerning the Treatment of Chemical Poisoning" (to be prepared by the Secretariat)

PART II

PLAN OF ACTIVITIES OF THE COMMITTEE ON RELATIONS WITH HOST COUNTRY

Tasks:

1. **Refine** and, not earlier than 1 September 1995, approve on behalf of the Commission Supplementary Understandings to be entered into with the Host Country related to the Preliminary Tenancy Agreement to be signed by the Executive Secretary and the property developer for transmission to the Conference of States Parties at its First Session for confirmation and ultimate signature by the Director-General of the OPCW.
2. **Consider and facilitate** the exchange of letters between the Chairman and the Executive Secretary and the Foreign Minister for the Host Country, incorporating the text of the Supplementary Understandings.
3. **Review** the final version of the draft Development Agreement before its signature by the developer and the OPCW Foundation.
4. **Continue to monitor** as required all accommodation-related issues, including the realisation of the OPCW building and the OPCW Laboratory and Equipment Store and the preparations for the First Session and subsequent sessions of the Conference of the States Parties.
5. **Continue to monitor** the requirements for and the availability of suitable accommodation for use as interim accommodation and **conclude** at an appropriate time a Tenancy Agreement for such accommodation.
6. **Continue to consider and make recommendations on** all issues pertaining to the Host Country Bid/Annex 3 of the Paris Resolution and the associated Understandings between the Host Country and the Commission concerning the Implementation of Paragraphs 6,7,9 and 11 of Annex 3 of the Paris Resolution.

PART III
SCHEDULE OF MEETINGS

Experts from capitals who will be required during consultations on the different clusters of substantive issues

Cluster	Expert Group(s) related to the issues	Kinds of experts from capitals required
A1	Financial Regulations; Staff Regulations - Basic OPCW Staff Policy	Experts on financial and personnel matters
A2	Inspector Trainee Contracts and Arrangements with Member States providing training facilities; Staff Regulations - Basic OPCW Staff Policy	Experts on personnel and training matters
A3	OPCW Headquarters Agreement;	Experts on headquarters matters
A4	OPCW Staff Regulations	Experts on personnel matters
A5	OPCW Budget	Experts on budgetary matters
B1	Chemical Industry Issues; Confidentiality	Experts on chemical industry and on Confidentiality
B2	Challenge Inspection	Experts on challenge inspection
B3	CW Issues; Old and abandoned CW	Experts on chemical weapons, CWPFs, OACWs
B4	Technical Cooperation and Assistance	TC&A experts
B5	Inspection Procedures	Experts on inspection procedures, analytical chemists, inspection equipment experts

Explanatory notes:

The Schedule of Meetings will be subject to the following:

1. All consultations will be open to all delegations. The Secretariat will give notice to all delegations well in advance of meetings and of their agendas where possible.
 2. All consultations will be conducted by the Chairman, or Friend of the Chair, of the relevant Expert Group.
 3. If there is a lapse of time between the consultations and the meeting of the Expert Group, the Chairman will provide a report on the outcome of the consultations to the Expert Group.
 4. Each cluster of consultations will be followed by a meeting of the appropriate Expert Group during the same intersessional period, unless decided otherwise at the end of the consultations.
- N.B. The consultations scheduled for 19 October 1995 (Cluster B4 - TC&A) will be replaced by a meeting of the Expert Group on Technical Cooperation and Assistance.

AUGUST 1995

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
31 <i>No Meetings</i>	1 <i>No Meetings</i>	2 <i>No Meetings</i>	3 <i>No Meetings</i>	4 <i>No Meetings</i>
7 <i>No Meetings</i>	8 <i>No Meetings</i>	9 <i>No Meetings</i>	10 <i>No Meetings</i>	11 <i>No Meetings</i>
14 <i>No Meetings</i>	15 <i>No Meetings</i>	16 <i>No Meetings</i>	17 <i>No Meetings</i>	18 <i>No Meetings</i>
21 <i>No Meetings</i>	22 <i>No Meetings</i>	23 <i>No Meetings</i>	24 <i>No Meetings</i>	25 <i>No Meetings</i>
28 WGA: Consultations, Cluster A1 (Financial Regulations and Basic OPCW Staff Policy)	29 WGA: Consultations, Cluster A1 (Financial Regulations and Basic OPCW Staff Policy)	30 WGA: Consultations, Cluster A1 (Financial Regulations and Basic OPCW Staff Policy)	31 WGA: Consultations, Cluster A1 (Financial Regulations and Basic OPCW Staff Policy)	

S E P T E M B E R 1 9 9 5

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1 <u>a.m.</u>- Committee on Relations with the Host Country
4 WGB: Consultations, Cluster B1 (Chemical Industry Issues; Confidentiality)	5 WGB: Consultations, Cluster B1 (Chemical Industry Issues; Confidentiality)	6 WGB: Consultations, Cluster B1 (Chemical Industry Issues; Confidentiality)	7 WGB: Consultations, Cluster B1 (Chemical Industry Issues; Confidentiality)	8 <u>a.m.</u> WGB: Consultations, Cluster B1 (Chemical Industry Issues; Confidentiality)
11 WGB: Consultations, Cluster B2 (Challenge Inspection)	12 WGB: Consultations, Cluster B3 (CW issues, OACW)	13 WGB: Consultations, Cluster B3 (CW issues, OACW)	14 <u>a.m.</u>- Committee on Relations with the Host Country WGB: Consultations, Cluster B3 (CW issues, OACW)	15 <u>a.m.</u> - WGB Chairman's Consultations
18 Expert Group Meeting under WGB, Cluster B3 Workshop on Module 1 Training	19 Expert Group Meeting under WGB, Cluster B3 Workshop on Module 1 Training	20 Expert Group Meeting under WGB, Cluster B1 Workshop on Trainee Evaluation	21 Expert Group Meeting under WGB, Cluster B1 Workshop on Trainee Evaluation	22 <u>a.m.:</u> - Expert Group Meeting under WGB, if required Workshop on Trainee Evaluation
25 WGA: Consultations, Cluster A2 (Trainee Contracts, Basic OPCW Staff Policy)	26 WGA: Consultations, Cluster A2 (Trainee Contracts, Basic OPCW Staff Policy)	27 WGA: Consultations, Cluster A2 (Trainee Contracts, Basic OPCW Staff Policy)	28 WGA: Consultations, Cluster A2 (Trainee Contracts, Basic OPCW Staff Policy)	29 <u>a.m.</u>- Committee on Relations with the Host Country

OCTOBER 1995

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>2 Meeting on Visa Matters</p>	<p>3 WGA: <i>Consultations, Cluster A3 (OPCW Headquarters Agreement)</i></p>	<p>4 WGA: <i>Consultations, Cluster A3 (OPCW Headquarters Agreement)</i></p>	<p>5 WGA: <i>Consultations, Cluster A3 (OPCW Headquarters Agreement)</i></p>	<p>6</p>
<p>9 E.G. on Adm., Fin. and Pers. Matters</p> <p>Task Force on Analytical Issues</p>	<p>10 WGA: <i>Consultations, Cluster A4 (OPCW Staff Regs.)</i></p> <p>Task Force on Analytical Issues</p>	<p>11 WGA: <i>Consultations, Cluster A4 (OPCW Staff Regs.)</i></p> <p>Task Force on Analytical Issues</p>	<p>12 WGA: <i>Consultations, Cluster A4 (OPCW Staff Regs.)</i></p> <p>Task Force on Analytical Issues</p>	<p>13 a.m. - WGA Chairman's Consultations</p> <p>Task Force on Analytical Issues</p>
<p>16 Expert Group on Challenge Inspection</p> <p>Task Force On Analytical Database</p>	<p>17 Expert Group on Challenge Inspection</p> <p>Task Force On Analytical Database</p>	<p>18 WGB: <i>Consultations Cluster B4 (TC&A)</i></p> <p>Task Force On Analytical Database</p>	<p>19 Expert Group on Tech. Coop. and Assistance</p> <p>Task Force Inspec. Equipment Issues</p>	<p>20 a.m.- Presentation IMS Security Issues</p> <p>Task Force Inspec. Equipment Issues</p>
<p>23 PTS Official Holiday</p>	<p>24 WGB: <i>Consultations Cluster B5 (Inspection Procedures)</i></p>	<p>25 WGB: <i>Consultations Cluster B5 (Inspection Procedures)</i></p> <p>Task Force on Med. Treatment</p>	<p>26 WGB: <i>Consultations Cluster B5 (Inspection Procedures)</i></p> <p>Task Force on Med. Treatment</p>	<p>27 a.m. - WGB Chairman's Consultations</p> <p>Task Force on Med. Treatment</p>
<p>30 a.m.- Committee on Relations with the Host Country</p> <p>p.m. WGB: <i>Consultations¹ Clusters B1, B3, B4</i></p> <p>Finance Group</p>	<p>31 WGB: <i>Consultations¹ Clusters B1, B3, B4</i></p> <p>Finance Group</p>			

¹ The substantive issues to be consulted during these consultation days will be communicated to delegation 2 weeks in advance.

NOVEMBER 1995

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1 Expert Group on Safety Procedures Finance Group	2 Expert Group on Inspection Procedures Finance Group	3 <u>a.m.:</u> - Expert Group under WGB, as required Finance Group
6 WGA: Consultations, Cluster A4 (OPCW Staff Regs.) 2nd Communications Workshop	7 WGA: Consultations, Cluster A4 (OPCW Staff Regs.) 2nd Communications Workshop	8 WGA: Consultations, Cluster A4 (OPCW Staff Regs.) 2nd Communications Workshop	9 <u>a.m.</u>-Committee on Relations with the Host Country <u>p.m.:</u> WGA: Consultations, Cluster A4 (OPCW Staff Regs.)	10 <u>a.m.:</u> - Expert Group on OPCW Headquarters Agreement
13 Expert Group on Adm., Fin. and Pers. Matters	14 WGA: Consultations, Cluster A5 (OPCW Budget) Task Force Data Systems	15 WGA: Consultations, Cluster A5 (OPCW Budget) Task Force Data Systems	16 WGA: Consultations, Cluster A5 (OPCW Budget) Task Force Data Systems	17 <u>a.m.</u> - Expert Group on Data Systems
20 WGA: Informal Consultations, Cluster A5 (OPCW Budget)	21 Expert Group on Programme of Work and Budget	22 Expert Group on Programme of Work and Budget (if required)	23 Consultations regarding planning for the next inter-sessional period	24
27 Workshop on Module 2 training	28 Workshop on Module 2 training	29 Workshop on Module 2 training	30 Expert Group on Training	

D E C E M B E R 1 9 9 5

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1 a.m. - Expert Group on Training
4 <i>No meetings</i>	5 <i>No meetings</i>	6 <i>No meetings</i>	7 <i>No meetings</i>	8 <i>No meetings</i>
11 Twelfth Session	12 Twelfth Session	13 Twelfth Session	14 Twelfth Session	15 Twelfth Session
18 <i>No meetings</i>	19 <i>No meetings</i>	20 <i>No meetings</i>	21 <i>No meetings</i>	22 <i>No meetings</i>
25 PTS Official Holiday	26 PTS Official Holiday	27 <i>No meetings</i>	28 <i>No meetings</i>	29 <i>No meetings</i>
1 JANUARY 1996 PTS Official Holiday	2 JANUARY 1996 <i>Reserved for informal consultations</i>	3 JANUARY 1996 <i>Reserved for informal consultation</i>	4 JANUARY 1996 <i>Reserved for informal consultation</i>	5 JANUARY 1996 <i>Reserved for informal consultation</i>