



**ORGANISATION FOR THE PROHIBITION OF CHEMICAL WEAPONS**

**OPCW HIGH-LEVEL MEETING  
UNITED NATIONS HEADQUARTERS, NEW YORK  
1 OCTOBER 2012**

**I. Introduction**

1. On 27 July 2012 the Director-General of the Organisation for the Prohibition of Chemical Weapons (OPCW) wrote to the Ministers of Foreign Affairs of all States Parties to the Chemical Weapons Convention (CWC) to invite them to attend a High-level Meeting on “Fifteen Years of the Chemical Weapons Convention: Celebrating Success. Committing to the Future.”
2. The purpose of the meeting is to generate support for the long-term objectives of the Convention and also to provide impetus to the Third Special Session of the Conference of States Parties to the Operation of the Chemical Weapons Convention, scheduled to be convened in April 2013.

**II. Schedule, list of speakers and statements**

3. The High-level Meeting will take place on 1 October, from 3 p.m. to 6 p.m., in Conference Room 2 of the North Lawn Building at United Nations Headquarters in New York.
4. Delegations of CWC States Parties will be seated in the room in alphabetical order. The meeting is also open to attendance by representatives of States not Party, observers and invited international, regional and subregional organizations.
5. States Parties are invited to participate at the ministerial level or above.
6. The High-level Meeting will be held according to the following schedule:  
  
3-3.30 p.m. Opening segment  
3.30-5.15 p.m. Statements from the floor  
5.15- 6 p.m. Closing segment
7. The Director-General of the OPCW and the Secretary-General will address the meeting during the opening segment.

8. States Parties wishing to inscribe their names on the list of speakers are invited to contact Mr. Malik Ellahi, Head, OPCW Government Relations Branch and Political Affairs Branch, + 31 (0)70 416 3836, [malik.ellahi@opcw.org](mailto:malik.ellahi@opcw.org) or Ms. Vera Hanus, Political Affairs Officer, OPCW Government Relations and Political Affairs Branch, + 31 (0)70 416 3023, [vera.hanus@opcw.org](mailto:vera.hanus@opcw.org).

9. States Parties will be inscribed on the list of speakers on a first-come-first-served basis, and speaking order will follow established protocol order.

10. In order to accommodate as many speakers as possible, and taking into account time constraints, statements should not exceed four minutes, with the understanding that this will not preclude the distribution of more extensive texts.

11. If delegations wish to have the text of statements distributed to all delegations, observers, international organizations, 350 copies should be submitted in advance to the Secretariat.

12. A list of participants will be prepared for the High-level Meeting on the basis of notifications received containing the names and titles of delegates submitted by participating States Parties, as well as those submitted by States not Party, observers and invited international, regional and subregional organizations. To facilitate preparation and distribution of the list of participants, electronic copies for the list of representatives, typed using Microsoft Word, are kindly requested. These should be provided to Ms. Eva Perez (email: [eva.perez@opcw.org](mailto:eva.perez@opcw.org)), with a copy to Ms. Vera Hanus (email: [vera.hanus@opcw.org](mailto:vera.hanus@opcw.org)) in the OPCW Secretariat of the High-level Meeting as soon as possible but not later than 21 September 2012.

13. The meeting will be conducted in English only. No interpretation services will be provided.

### **III. Access to meeting rooms and restricted areas**

14. Details related to the arrangements of access to meeting rooms and restricted areas during High-level meetings and the general debate of the sixty-seventh session of the General Assembly from 24 September to 5 October 2012 are available in the information note for delegations contained in A/INF/67/3. Information regarding the accreditation procedure will be communicated to permanent/observer missions and intergovernmental organizations in a separate note verbale.

15. Owing to the limited seating capacity in Conference Room 2, designated seating for delegations in the OPCW High-level Meeting will be limited to two, namely, the head of delegation, at the highest possible level, plus one adviser. Additional open/unassigned seating would be available to members of delegations at the back of the conference room.

16. Due to enhanced security measures during the general debate of the sixty-seventh

session of the General Assembly, from 24 September to 5 October, access by non-governmental organisations will be honoured upon verification of valid United Nations passes and appropriate access cards issued for the High-level Meeting.

17. Access for members of the information media will be granted in accordance with the relevant provisions of document A/INF/67/3.

### **Secretariat**

18. The OPCW secretariat of the High-level Meeting may be contacted by telephone at +31 (0)70 416 3023 or by fax at +31 (0)70 306 3280.

The following is a list of assigned OPCW Secretariat officials:

Mr. Malik Ellahi + 31 (0)70 416 3836 malik.ellahi@opcw.org

Ms. Vera Hanus + 31 (0)70 416 3023 vera.hanus@opcw.org

Speakers List Ms. Eva Perez + 31 (0)70 416 3237 eva.perez@opcw.org

Media Mr. Michael Luhan + 31 (0)70 416 3710 michael.luhan@opcw.org