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**ECONOMIC COMMISSION FOR EUROPE**

**CONFERENCE OF THE PARTIES  
TO THE CONVENTION ON THE TRANSBOUNDARY  
EFFECTS OF INDUSTRIAL ACCIDENTS**

Working Group on Implementation

**INFORMATION NOTICE**

**ON THE TRAINING SESSION  
ON DRAWING UP NATIONAL IMPLEMENTATION REPORTS**

(Warsaw, 12-13 September 2005)

**Note by the Working Group on Implementation,  
the delegation of Poland and the Convention secretariat**

**Introduction**

1. The Conference of the Parties at each of its meetings reviews the implementation of the Convention by considering an overall report prepared by the Working Group on Implementation. The Working Group compiles its overall report on the basis of national implementation reports, submitted by Parties to the Convention, in accordance with its article 23, and other UNECE member countries.
2. Following two rounds of reporting, the Working Group concluded that, in general, the national implementation reports could be more complete and of better quality. To this end, the Conference of the Parties decided to organize a training session on drawing up national implementation reports (ECE/CP.TEIA/12, annex I, decision 2004/1 on strengthening the implementation of the Convention).
3. This document provides practical information on the training session.

4. The training session will be held under the auspices of the United Nations Economic Commission for Europe (UNECE) at the invitation of the Government of Poland. It will be organized within the framework of the Conference of the Parties to the Convention by the Working Group on Implementation and conducted by its members.

### **Objectives of the training session**

5. The key objective is to improve the completeness and overall quality of national implementation reports. The training session will provide participants – persons mandated by competent authorities to draw up such reports on their behalf – with the possibility to:

(a) Share good practices and experience in drawing up national reports;

(b) Enhance common understanding of some of the more complex questions in the reporting format; and

(c) Receive practical assistance from the members of the Working Group in completing parts of the reporting format within the training session.

### **Dates and venue**

6. The training session will take place from 12 to 13 September 2005 at the Main School of the Fire Service in Warsaw (Slowackiego Str. 52/54).

7. Participants of the training session should be well aware of the fact that the training session is being organized back-to-back with the open-ended joint meeting of the Bureau of the Conference of the Parties and the Working Group on Implementation (14 September), to which they are invited. The meeting is expected to reach agreement on the text of the final draft of the declaration to be adopted by Heads of delegation of the East European, Caucasian and Central Asian and South-East European countries at the high-level commitment meeting within the framework of the Conference of the Parties to the Convention (Geneva, 14-15 December 2005).

### **Programme of the training session**

8. A detailed programme of the two-day training session is contained in annex I. Apart from an introduction, the training session will be divided into five substantial sections following selected parts of the reporting format to be used when reporting on the implementation of the Convention. A section leader will introduce each section and present the main issues and explain the meaning of particular questions contained in the reporting format. The presentation will be followed by a question and answer session. Participants will then be expected to advance, as far as possible, the completion of the reporting format for their respective countries and establish a list of concrete tasks to carry out in order to complete the report. To this end, participants are expected to prepare themselves before the training session and preferably have a draft of a national implementation report with them. Members of the Working Group will assist the participants in this hands-on exercise.

### **Participation**

9. The training session is designed for persons mandated by competent authorities to draw up national implementation reports on their behalf. The Working Group on Implementation recommended that representatives of countries of Eastern and South-Eastern Europe, Caucasus and Central Asia – recipient countries in the assistance programme – should in particular attend the training session.

### **Working languages**

10. The training session will be conducted in English and Russian.

### **Financial support**

11. Participants from countries with economies in transition eligible for financial support (see ECE/CP.TEIA/12, annex V, decision 2004/5, appendix III) could receive such support to participate in the training session. Requests for financial support, together with the registration form (see annex II), should be submitted to the Convention secretariat as soon as possible **but not later than 12 August 2005**.

### **Registration of participants**

12. Each participant should complete a registration form (see annex II) and return it to the organizers and the secretariat as soon as possible **but not later than 22 August 2005**.

### **Arrival of participants, transport and hotel accommodation**

13. The organizers will meet participants at the airport or train station. Transportation will also be provided between the Hotel and the venue of the training session.

14. Hotel accommodation will be reserved according to the information provided by participants in their registration forms by the organizers at:

Hotel Campanile  
Towarowa Str. 2, 00-811 Warsaw  
Tel: (+48) 22 58 27 200  
Fax: (+48) 22 58 27 201  
E-mail: [warszawa@campanile.com.pl](mailto:warszawa@campanile.com.pl)

15. The cost of accommodation at the Hotel Campanile (per night – single room) is 95 Euro.

### **Visas**

16. Participants are responsible for arranging entry visas, if needed. Visas will be issued by the appropriate diplomatic representations of the Government of Poland free of charge.

**Annex I**

**Provisional programme for the training session on drawing up  
national implementation reports**

**Sunday, 11 September 2005**

*Arrival of participants to Warsaw*

**Monday, 12 September 2005**

**09.30 – 10.30**     *Preparatory meeting of the Working Group on Implementation*

**10.45 – 11.00**     *Opening of the training session*

*Mr. Ryszard Grosset, Chairperson of the Conference of the Parties to the  
Convention on the Transboundary Effects of Industrial Accidents (Poland)*

*Mr. Sergiusz Ludwiczak, Secretary of the Conference of the Parties,  
United Nations Economic Commission for Europe*

**11.00 – 11.30**     **Introduction to the training session**

*Mr. Bernard Gay, Chairman of the Working Group on Implementation  
(Switzerland)*

**11.30 – 13.00**     **Section I – Implementation of the Convention (legislation, problems and  
obstacles in implementation and in accession to the Convention)**

*Section leader:     Mr. Pavel Forint (Czech Republic)*

*Rapporteur:         Ms. Anahit Aleksandryan (Armenia)*

13.00 – 14.30     Lunch

**14.30 – 16.00**     **Section II – Identification of hazardous activities**

*Section leader:     Mr. Leo Iberl (Germany)*

*Rapporteur:         Nikolai Savov (Bulgaria)*

16.00 – 16.30     Coffee break

**16.30 – 18.00 Section III – Measures for the prevention of industrial accidents**

*Section leader: Mr. Lajos Katai-Urban (Hungary)*

*Rapporteur: Mr. Tomas Trcka (Slovakia)*

*19.30 Dinner at the invitation of the Main School of the Fire Service*

**Tuesday, 13 September 2005**

**09.30 – 11.00 Section IV – Measures for emergency preparedness for industrial accidents**

*Section leader: Mr. Armin Heidler (Austria)*

*Rapporteur: Mr. Dmitri Y. Poletaev (Russian Federation)*

11.00 – 11.30 Coffee break

**11.30 – 13.00 Section V – Participation of the public**

*Section leader: Mr. Massimo Cozzone (Italy)*

*Rapporteur: Mr. Bernard Gay (Switzerland)*

13.00 – 14.30 Lunch

**14.30 – 16.00 Concluding session – good practices in drawing up national reports**

*Discussion leader: Mr. Bernard Gay*

**16.00 – 16.15 Closing of the training session**

*17.00 Visit to the Museum of the Warsaw Uprising*



Annex II

UNITED NATIONS  
ECONOMIC COMMISSION FOR EUROPE

Registration form for the training session on drawing up national implementation reports

Each participant should complete this form in duplicate and send one copy to each of the addresses below as soon as possible, but **no later than 22 August 2005 1/**:

**Industrial Accidents Convention secretariat**  
Environment and Human Settlements Division  
UN Economic Commission for Europe  
Palais des Nations, 8-14, avenue de la Paix  
Tel: +41 22-917 3174  
Fax: +41 22-907 0107  
E-mail: [sergiusz.ludwiczak@unece.org](mailto:sergiusz.ludwiczak@unece.org)

**Mr. Tomasz Zweglinski**  
Main School of the Fire Service  
Slowackiego Str. 52/54  
Warsaw, Poland  
Tel: + 48 22 561 77 46  
Fax: +48 22 83 07 24  
E-mail: [tzweglinski@sgsp.edu.pl](mailto:tzweglinski@sgsp.edu.pl)

Mr.  Ms.

**Surname:**

**First Name:**

**Country or international organization**   
which you will represent at the meeting:

**Your professional address:**

**Tel:**  **Fax:**

**E-mail:**

**Nationality:**

**Arrival at Warsaw Airport on** \_\_\_\_\_ **at** \_\_\_\_\_ **(time), flight No.** \_\_\_\_\_

**Arrival at Warsaw Central Railroad Station on** \_\_\_\_\_ **at** \_\_\_\_\_ **(time), train No.** \_\_\_\_\_

**Date and time of departure (flight or train No.)** \_\_\_\_\_

**Preferred language:** English  Russian

I wish to reserve: a single  room or a double  room at the Campanile Hotel  
for \_\_\_\_\_ nights, from \_\_\_\_\_ to \_\_\_\_\_ September 2005

**Date:** \_\_\_\_\_ **Signed:** \_\_\_\_\_.

1/ Participants seeking financial support should submit their registration and request to the secretariat as soon as possible **but not later than 12 August 2005**.