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



Distr.
GENERAL

ECE/CP.TEIA/SEM.6/2008/1
23 January 2008

Third Consultation and a Training Session for Points of
Contact for the Purpose of Accident Notification and
Mutual Assistance Designated within the UNECE
Industrial Accident Notification System

Original: ENGLISH

Sibiu (Romania), 1–3 April 2008

INFORMATION NOTICE

I. Introduction

1. The Parties to the UNECE Convention on the Transboundary Effects of Industrial Accidents, in accordance with its articles 10 and 12, have, inter alia, to provide for the establishment and operation of compatible and efficient industrial accident notification systems at appropriate levels to inform neighbouring countries and, if possible, to provide mutual assistance in the event of an industrial accident. Furthermore, in accordance with article 17, Parties have to designate or establish one point of contact for the purpose of industrial accident notification and one point of contact for the purpose of mutual assistance. These points of contact should preferably be the same.

2. Prompt and effective notification of potentially affected countries in the event of an industrial accident is crucial for their immediately activating adequate response measures. Therefore, the Conference of the Parties adopted the UNECE Industrial Accident Notification System (IAN System) for notification – at the national level through the points of contact – of a major accident which causes or is capable of causing transboundary effects. The Conference of the Parties also decided to enhance the communication procedure under the IAN System at its fourth meeting (Rome, 15–17 November 2006) and to develop a Web-based application to be used by points of contact for notification under the IAN System (ECE/CP.TEIA/15/Add.1, decision 2006/3).

GE.08-20781

3. The Conference of the Parties also reiterated that regular consultations involving points of contact should be held, particularly to review the effectiveness of the IAN System as well as to organize training sessions for personnel. This activity is part of the workplan under the Convention (ECE/CP.TEIA/15/Add.1, decision 2006/4 and appendix II).
4. The delegation of Romania offered to organize this consultation in Sibiu. This consultation will be the third opportunity for the points of contact to meet following the entry into force of the Convention and the adoption of the IAN System, as well as their first opportunity to get acquainted with the Web-based application for notification under the System.
5. The Conference of the Parties and its Bureau recommended that personnel of points of contact from all Parties and other UNECE member countries should take an active part in this event.
6. The present document contains logistical information on the third consultation and the training session on the use of the Web-based application for notification under the IAN System for points of contact for the purpose of accident notification and mutual assistance designated within the System.

II. Objectives

7. The key objectives are to provide a forum for:
 - (a) Reviewing the effectiveness of the UNECE IAN System on the basis of the results of the System's tests carried out after the second consultation by Austria, Bulgaria, the Czech Republic and Estonia in 2006, and by Denmark, Finland, Latvia and Lithuania in 2007.
 - (b) Sharing experience about the functioning and organization of work of points of contact;
 - (c) Practical training of points of contact personnel on the use of the Web-based application for notification under the IAN System.

III. Dates and venue

8. The consultation and the training session will take place from 1 to 3 April 2008 in Sibiu, Romania, at the invitation of the Ministry of Interior and Administration Reform, General Inspectorate for Emergency Situations of Romania.
9. The session will be held at the Hotel Silva, at the following address:

Strada Aleea Mihai Eminescu 1
550370 Sibiu

10. The consultation and the training session will be held under the auspices of the UNECE within the framework of the Conference of the Parties to the Convention on the Transboundary Effects of Industrial Accidents.

IV. Organization of work of the consultation and a training session

11. The consultation will consist of three sessions. Session I will be devoted the presentation of the results of the IAN System test performed in 2006 and 2007. In session II, points of contact will share experience on the functioning and organization of their work. The training on the use of the Web-based application for notification under the IAN System will comprise session III.

12. A detailed programme will be disseminated to the points of contact and other participants at a later date, well before the meeting in Sibiu.

V. Working languages

13. The consultation and the training session will be conducted in both English and Russian.

VI. Participation

14. The consultation and the training session are open to experts from all UNECE member countries. Personnel working at the points of contact are particularly welcome and are encouraged to attend.

15. Personnel of points of contact from countries with economies in transition, in particular from Parties to the Convention, may be eligible to receive financial support (see ECE/CP.TEIA/15/Add.1, decision 2006/4 and appendix III) to participate in the consultation and training session. Requests for financial support should be submitted together with the registration form to the Convention secretariat as soon as possible, **but not later than 29 February 2008**. The financial support request form is available at: <http://www.unece.org/env/teia/welcome.htm>.

VII. Registration of participants

16. Each participant should complete a registration form (available at: <http://www.unece.org/env/teia/welcome.htm>) and return it to the Romanian organizers and the UNECE secretariat at the addresses indicated on the registration form as soon as possible, **but not later than 7 March 2008**.

VIII. Arrival of participants, transport and hotel accommodation

17. Airport transfer to Hotel Silva will be arranged by Romanian organizers. Each participant should therefore indicate clearly on the registration form his/her days and times of arrival and departure to and from Sibiu.

18. Accommodation will be reserved by Romanian organizers for registered participants at the Hotel Silva on the basis of the information provided in the registration form. A registration desk will be open to assist participants on 31 March from 12.30 p.m.

19. The cost of accommodation (per night/per person) is approximately € 80-90.

IX. Visas

20. Participants requiring an entry visa should contact the nearest diplomatic representation of Romania.

21. To facilitate the process of obtaining a visa, the Ministry of Interior and Administration Reform, General Inspectorate for Emergency Situations of Romania will provide, upon request, participants requiring visas with a personal invitation letter.
