



889th Plenary Meeting

FSC Journal No. 895, Agenda item 1

**DECISION No. 5/18
AGENDA, TIMETABLE AND MODALITIES FOR THE
BIENNIAL MEETING TO ASSESS THE IMPLEMENTATION OF THE
OSCE DOCUMENTS ON SMALL ARMS AND LIGHT WEAPONS AND
STOCKPILES OF CONVENTIONAL AMMUNITION**

The Forum for Security Co-operation (FSC),

Reaffirming its commitment to strengthening efforts aimed at ensuring the full implementation of the OSCE Document on Small Arms and Light Weapons (SALW) (FSC.DOC/1/00/Rev.1, 20 June 2012), the OSCE Document on Stockpiles of Conventional Ammunition (SCA) (FSC.DOC/1/03/Rev.1, 23 March 2011), and related FSC decisions, including the OSCE Plan of Action on SALW (FSC.DEC/2/10, 26 May 2010),

Recalling Section VI of the OSCE Document on SALW, in which the participating States agreed that the FSC would review regularly, including, as appropriate, through annual review meetings, the implementation of the norms, principles and measures in the document, and agreed to keep its scope and content under regular review and to work on the further development of the document in the light of its implementation and of the work of the United Nations and of other international organizations and institutions,

Taking into account FSC Decision No. 4/18 on the dates of the Biennial Meeting to Assess the Implementation of the OSCE Documents on SALW and SCA,

Decides to organize the Biennial Meeting to Assess the Implementation of the OSCE Documents on SALW and SCA, which is to take place on 2 and 3 October 2018 in Vienna, in accordance with the agenda and organizational modalities contained in the annex to this decision.

**BIENNIAL MEETING TO ASSESS THE IMPLEMENTATION OF THE
OSCE DOCUMENTS ON SMALL ARMS AND LIGHT WEAPONS AND
STOCKPILES OF CONVENTIONAL AMMUNITION**

Vienna, 2 and 3 October 2018

I. Agenda and indicative timetable

Tuesday, 2 October 2018

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| 10–11 a.m. | Opening session (including a coffee break) <ul style="list-style-type: none">– Opening statement by the FSC Chairperson– Opening address by the OSCE Secretary General (tbc) |
| 11 a.m.–1 p.m. | High-level segment session: Outcomes of the Third United Nations Conference to Review Progress Made in the Implementation of the Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in Small Arms and Light Weapons in All Its Aspects and implications for the OSCE area <ul style="list-style-type: none">– Introduction by the high-level segment moderator– Keynote speakers– Discussions |
| 1–3 p.m. | Lunch |
| 3–6 p.m. | Working session I: Assessment of implementation of OSCE commitments on SALW and SCA and options for improvement through the SALW Plan of Action (including a coffee break) <ul style="list-style-type: none">– Introduction by the working session moderator– Presentations– Discussions |

Wednesday, 3 October 2018

- 10 a.m.–12 noon Working session II: Inventory of the OSCE handbooks of best practices on SALW and Conventional Ammunition
- Introduction by the working session moderator
 - Presentations
 - Discussions
- 12 noon–2 p.m. Lunch
- 2–4 p.m. Working session III: Assistance mechanism in the OSCE area (including a coffee break)
- Introduction by the working session moderator
 - Presentations
 - Discussions
- 4.15–5 p.m. Closing session
- FSC Chairperson’s closing remarks

II. Organizational modalities

Background

The Ministerial Declaration on OSCE Assistance Projects in the Field of SALW and SCA (MC.DOC/3/16) encourages continued discussions on topical security issues related to SALW and SCA projects and holding periodic conferences to assess the implementation of ongoing OSCE projects on SALW and SCA.

Ministerial Council Decision No. 10/17 tasked the FSC to, *inter alia*, consider commencing biennial meetings to assess the implementation of the OSCE Documents on SALW and SCA; to continue discussing the outcomes of the Review Conferences and Biennial Meetings of States, in the present instance the forthcoming Third United Nations Conference to Review Progress Made in the Implementation of the Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in SALW in All Its Aspects; to continue further steps to improve the efficiency and outcome of SALW and SCA projects to ensure the maximum possible value in dealing with the challenges associated with SALW and SCA in line with the OSCE assistance mechanisms as outlined in the OSCE Documents on SALW and SCA and relevant FSC decisions; to further intensify efforts to continue implementing the OSCE Plan of Action on SALW in all its aspects; and to explore ways to complement the existing OSCE measures aimed at addressing the illicit trafficking of SALW.

Organization

The FSC Chairmanship will chair the opening and closing sessions.

Each session will have one designated moderator and one rapporteur throughout. The task of the moderators will be to facilitate and follow the discussion, while the immediate task of the rapporteurs will be to present brief written summary reports for use by the Chairperson of the closing session, and a written summary report, which will become a part of the Chairperson's report. The rapporteurs will assist the moderators in the preparation of their respective sessions.

Each session will be introduced by the moderator, after which several presentations will be given on specific aspects of the topic, either by the moderator, by keynote speakers or by other experts. The introduction and the presentations are to be in line with point papers to be distributed via the moderator prior to the meeting. The introductions and the presentations at the sessions are to be brief, so as to allow maximum time for discussion, and should therefore highlight only the most important elements of the point papers so as to provide information and set the scene for the discussion.

The Rules of Procedure of the OSCE will be followed, *mutatis mutandis*, at the meeting. Also, the guidelines for organizing OSCE meetings (PC.DEC/762) will be taken into account.

Interpretation from and into all six working languages of the OSCE will be provided at all sessions. The FSC Chairperson will provide a report on the meeting not later than 14 December 2018, including a summary of suggestions and recommendations made during the meeting. The OSCE Secretariat will assist the FSC Chairperson in all matters concerning the organizational modalities of the meeting.

Participation

The participating States are encouraged to ensure the participation of senior officials, including those from capitals, in the meeting. The Partners for Co-operation will also be invited to participate.

Other international and regional organizations that are involved in relevant SALW activities, such as the UN Office for Disarmament Affairs, the UN Development Programme, UN Office on Drugs and Crime, and the European Union, will also be invited by the FSC Chairperson. The deadline for registrations will be 12 September 2018.

General guidelines for participants

Prior circulation of briefings, overviews or statements is encouraged. To promote interactive discussion, delegations are requested to provide formal statements in writing only. Delegations are requested to limit the length of their oral statements to five minutes.

Guidelines for keynote speakers and panellists

To facilitate discussion within the time constraints, the keynote presentations will be limited to 15–20 minutes, introductions and presentations in the sessions to 20–25 minutes, and interventions/questions from the floor to five minutes.

In their contributions, the speakers at the opening and at the sessions should set the scene for the discussion and stimulate debate among delegations by raising appropriate questions and suggesting potential recommendations, and should concentrate on the highlights of their contributions. Speakers should remain present during the entire session they are addressing and should be ready to engage in the debate following their presentation. In order to promote interactive discussion, formal statements and interventions at the sessions should be as concise as possible and should not exceed five minutes. The speakers should also contribute to the further substance of the meeting as it evolves and as time permits. Prior circulation of statements and interventions will enhance the possibility of engaging in discussion.

Guidelines for moderators and rapporteurs

The moderator will chair the session and should facilitate and focus dialogue among the participants. The moderator should stimulate the debate by introducing items related to the subjects of the sessions, as appropriate, in order to broaden or refine the scope of the discussion. The moderators may provide input to the Chairperson for the FSC Chairperson's report.

The rapporteurs' reports should address issues raised during the relevant sessions, and rapporteurs should provide written summaries subsequent to the meeting. Personal views will not be advanced.

Guidelines for submitting and distributing written contributions

Speakers should submit their written contributions to the meeting moderators no later than 28 September 2018. By 28 September 2018, participating States and other participants in the meeting are invited to submit any written contributions they may have.