First Meeting
Geneva, 10 – 14 November 2003

Meeting of Experts
Geneva, 18 – 29 August 2003
Item 3 of the provisional agenda

PROVISIONAL PROGRAMME OF WORK FOR THE MEETING OF EXPERTS

WEEK ONE

Monday, 18 August 2003

Opening Session (Public)

10:00 a.m.  Agenda Item 1: Opening of the Meeting
Agenda Item 2: Adoption of the Agenda
Agenda Item 3: Adoption of Programme of Work
Agenda Item 4: Adoption of the Rules of Procedure

Substantive Work (Working Sessions)
Agenda Item 5:
Consideration of necessary national measures to implement the prohibitions set forth in the Convention, including the enactment of penal legislation

Working Session: Legal, Regulatory and Administrative
11:00 a.m.  Presentations on Civil Legislation
• Types of Legal Systems: Models & Options
• Technical Assistance
• Definitions
11:30 a.m.  Discussion
12:00 p.m.  Presentations on Penal Legislation
• Penal Codes
• Penal Provisions
• Penalties
• Models & Options
12:30 p.m.  Discussion
3:00 p.m  
Presentations on Regulations
  • Origins/Sources (National, Regional, IGO)
  • Legal Standing
  • Models & Options

3:30 p.m.  
Discussion

4:30 p.m.  
Presentations on Guidelines
  • Origins/Sources
  • Legal Standing
  • Models & Options

5:00 p.m.  
Discussion

5:45 p.m.  
Collation of Contributions

Tuesday, 19 August 2003

Working Session: Prohibitions

10:00 a.m.  
Presentations on Direct Implementation
  • Definitions in legislation
  • General Purpose Criterion
  • Models & Options

10:30 a.m.  
Discussion

11:30 a.m.  
Presentations on War Materials
  • Classification
  • WMD Legislation
  • Existing Legislation

12:00 a.m.  
Discussion

3:00 p.m  
Presentations on Development, Production, Possession & Use
  • Development
  • Production
  • Possession
  • Use

3:30 p.m.  
Discussion

4:30 p.m.  
Presentations on Complementary Legislation
  • Anti-terrorism legislation
  • Public health security
  • Anti-conspiracy legislation
  • Hazardous materials
  • BW legislation

5:00 p.m.  
Discussion

5:45 p.m.  
Collation of Contributions

Wednesday, 20 August 2003

Working Session: Restrictions

10:00 a.m.  
Presentations on Classification
  • Lists
  • Dual-Use Items
  • Models
  • Catch-all Clauses
10:30 a.m.  Discussion
11:30 a.m.  Presentations on *Operational Frameworks*
  • Permits
  • Licensing
  • Registration
  • Customs
  • Handling
12:00 a.m.  Discussion
3:00 p.m.  Presentations on *Intangible Technologies*
  • Dual-Use Knowledge
  • Technical Assistance
  • Personnel Security
  • Education
  • Trade Issues
3:30 p.m.  Discussion
4:30 p.m.  Presentations on *Sanctions*
  • Bilateral
  • Multilateral
  • Arms Embargoes
5:00 pm.  Discussion
5:45 p.m. Collation of Contributions

Thursday, 21 August 2003

**Working Session: Practical Implementation & Enforcement**
10:00 a.m.  Presentations on *National Infrastructure*
  • Bureaucratic Structures
  • Division of Responsibilities and Authority
  • Domestic Inter-Agency Cooperation
10:30 a.m.  Discussion
11:30 a.m.  Presentations on *International Cooperation*
  • Inter-IGO Cooperation
  • Government-IGO Cooperation
  • Regional Arrangements
  • Assistance
12:00 p.m.  Discussion
3:00 p.m  Presentations on *Education & Training*
  • Awareness raising
  • Norm promotion
  • Training of agency staff
  • Science and Security
  • Military training
3:30 p.m.  Discussion
4:30 p.m.  Presentations on *Experts*
  • Identification of national experts
  • Establishment of advisory boards
5:00 p.m.  Discussion
Friday, 22 August 2003

**Working Session: Criminalization & Law Enforcement**

10:00 a.m.  Presentations on *Information Sharing*
- Early Warning Indicators (of hostile intent/illicit activities)
- Protected disclosure

10:30 a.m.  Discussion

11:30 a.m.  Presentations on *Enforcement*
- Inter-Agency Coordination
- Science and Security
- Evidence-collection

12:00 a.m.  Discussion

3:00 p.m  Presentations on *International Arrangements*
- Extradition
- Agreements

Monday, 25 August 2003

**Working Session: Legal, Regulatory & Administrative**

10:00 a.m.  Presentations on *National and International Models and Standards*
- Legislation
- Regulations
- Standards and Best Practice (Government, IGO, Academic, Industry, Professional Associations)
- Information Management (access and dissemination)

11:00 a.m.  Discussion

3:00 p.m.  Presentations on *Risk Assessment, Program Design & Consequence Management*
- Risk Assessment and Risk Management (including evidence-based outcomes)
- Biosafety
- Biosecurity
- Legislation
- Information Technology
- Contingency Plans (Facilities and Transit)
- Consequence Management (Facility and Transit)
4:00 p.m. Discussion
5:30 p.m. Collation of Contributions

Tuesday, 26 August 2003

Working Session: Facilities
10:00 a.m. Presentations on Facility Planning & Management
- Risk Assessment and Management
- Containment Level
- Safety Equipment (including Personal Protective Equipment, PPE)
- Professional Officers
- Perimeter Security
- Collection Access
- Log and Register of Users

11:00 a.m. Discussion

3:00 p.m. Presentations on Storage, Containment, Custody & Disposal of Dangerous Pathogens
- Taxonomic Classification of Specimens (human and non-human), Organisms, Isolates, and Reagents
- Holistic Collection Management System (including a tracking mechanism)
- Universal Precautions, GMT and GLP
- Implementation of Scientific and Industry Standards on Packaging and Labelling
- Disinfection and Sterilisation
- Decontamination (external building, internal, and PPE)
- Waste Disposal (including equipment)

4:00 p.m. Discussion
5:30 p.m. Collation of Contributions

Wednesday, 27 August 2003

Working Session: Personnel
10:00 a.m. Presentations on Personnel Issues for Pathogen Management
- Professional (scientific, environment, occupational health, animal health, public health, emergency management)
- Security
- Maintenance
- Administrative and Information Technology (bioinformatics, intra/extra-facility communications)
- Sanitation

11:00 a.m. Discussion
3:00 p.m. Presentations on *Training and Continuing Education in Pathogen Security*
- Universal Precautions
- Good Science (Good Microbiological Technique (GMT), Good Laboratory Practice (GLP), Good Manufacturing Practice (GMP), Decontamination (including PPE), Contingency Planning, Research Ethics
- Training
- Public Dissemination of Information

4:00 p.m. Discussion
5:30 p.m. Collation of Contributions

Thursday, 28 August 2003

**Working Session: Transport & Transfer**
10:00 a.m. Presentations on *Issues of Transport and Transfer of Dangerous Pathogens*
- Intra-facility, Inter-facility, Transboundary
- Road, Rail, Air, Sea, Inland Waterways
- Types of Transfers
- Export Controls

11:00 a.m. Discussion
3:00 p.m Presentations on *Type of Recipient Facility*
- Reference Labs
- Hospitals
- Academic
- Government (civilian or military)
- Industry/Commercial

4:00 p.m. Discussion
5:30 p.m. Collation of Contributions

Friday, 29 August 2003

**Working Session: Oversight & Enforcement**
10:00 a.m. Presentations on *Issues of Licensing, Accreditation & Authorization*
- Procedures
- Processes
- Personnel Certification (including security profiles)
- Facilities
- Equipment
- Personnel
- Transport

11:00 a.m. Discussion
3:00 p.m. Wrap-up/Collation of Contributions

**Closing Session (Public)**
5:00 p.m. *Agenda Item 7:* Adoption of the Report
*Agenda Item 8:* Closing of the Meeting