

SOME GUIDELINES FOR THE EDITING OF THE CHEMICAL WEAPONS CONVENTION

Nomenclature

As far as possible, for each concept one single term should be used throughout the Convention. A starting point for the elaboration of a list of recommended terms is contained in Enclosure 1. A number of words and expressions to be avoided are listed in Enclosure 2.

Numbering, etc.

The headline to each Article should be as in this example:

ARTICLE VIII

THE ORGANIZATION

In the Articles, three levels of numbering for the paragraphs should be used:

- | | |
|-----|----------------------|
| 1. | Arabic numerals |
| (a) | small letters |
| (i) | small Roman numerals |

Provisionally, in Article II a fourth numbering level is used in one paragraph:

- | | |
|-----|-----------------|
| (1) | Arabic numerals |
|-----|-----------------|

Tirets should not be used.

If desirable, unnumbered headlines can be inserted to make the text more readable. The paragraphs are numbered consecutively in each Article without any attention to headlines.

Before any decision on the format of headlines is taken, various possibilities should be presented for consideration, using Article VIII as a test case.

Time and timeframes

Dates are written thus:

(day in numerals) (month in letters) (year in numerals)

15 August 1990

Time periods are expressed in:

hours,

days, or

years.

Also the words "annual" and "annually" can be used.