



S/2198/2023  
4 August 2023  
ENGLISH only

### NOTE BY THE TECHNICAL SECRETARIAT

#### INVITATION TO APPLY FOR THE SEOUL WORKSHOP ON THE PEACEFUL DEVELOPMENT AND USE OF CHEMISTRY FOR MEMBER STATES OF THE OPCW IN THE ASIA REGION, 17 – 19 OCTOBER 2023

1. The Technical Secretariat (hereinafter “the Secretariat”) is pleased to invite government representatives responsible for chemical safety and security management, representatives from chemical industry associations, and managers involved in chemical industry safety and security with a strong background in chemistry/and or chemical engineering to apply for a workshop on the peaceful development and use of chemistry for Member States of the OPCW in the Asia region, to be held in Seoul, the Republic of Korea, from 17 to 19 October 2023.
2. The workshop is being organised to further promote international cooperation programmes that focus on chemical industry outreach and industry-related aspects of the implementation of Article XI of the Chemical Weapons Convention (hereinafter “the Convention”). This workshop aims to promote the peaceful application of chemistry in the economic and technological development of the OPCW Member States. In addition, the workshop is aimed at improving the national capacities of the Member States in the region based on the experience of the Republic of Korea in chemical technology and industrial development. The workshop will raise awareness regarding dual-use chemicals and highlight process safety management in the context of small and medium-sized enterprises (SMEs). By promoting best practices in chemical safety and security management, the workshop will benefit personnel working in chemical industry, enhance the capacities of National Authorities and chemical industry associations in Asian Member States, and indirectly benefit the general public as a whole.
3. The objectives of the workshop are to:
  - (a) foster cooperation among Member States on issues related to the chemical industry towards achieving the objectives of Article XI of the Convention to promote the peaceful use of chemistry;
  - (b) improve chemical safety and security management practices in the Asia region;
  - (c) contribute to the sharing of information and the exchange of experiences regarding practical management programmes; and
  - (d) review best practices in chemical safety and security management and generate recommendations to promote these practices in SMEs in Asian countries.



4. This workshop will include informative sessions by relevant experts and provide a platform for exchanging best practices in chemical safety and security management across the Asian region. The sessions will cover a variety of topics in the peaceful use of chemistry and chemical safety and security management, including the following: dual-use chemicals; introduction to chemical safety and security management; chemical industry applications in safety and security; management of chemical processes; current trends in safety and security management in the chemical industry; and emerging threats. In promoting the exchange of knowledge and experiences, the participants will be required to present best practices and case studies in the field of chemical safety and security based on their own experience. To promote the exchange of different views, the moderators will facilitate discussions and table-top exercises.
5. The Secretariat will select the participants in consideration of the following criteria:
  - (a) Requirement: Applicants must have at least five years of progressive working experience in areas, including but not limited to the following: governmental agencies regulating chemicals, chemical industry or chemical management, chemical industry associations, chemical industries, academia, and other relevant areas.
  - (b) Desirable: Applicants should have working experience directly or indirectly related to chemical industry associations, chemical safety and security management, or working experience in developing policies and procedures for chemical safety and security management, among others.
6. Interested applicants are invited to apply online through Eventus—the OPCW event management system (<https://apps.opcw.org/eventus>)—no later than **11 September 2023**.<sup>1</sup> To be considered for the workshop, applicants must include in their application a complete curriculum vitae as well as a copy of the personal identification pages of their passport.
7. Applications must be reviewed and endorsed electronically in the Eventus system by the respective National Authorities; this will be followed by a final review and approval by the Secretariat. In case interested applicants have difficulties in submitting their applications online via Eventus, they are requested to send an email explaining the problem to Mr Taeon Kim, Programme Officer ([taeon.kim@opcw.org](mailto:taeon.kim@opcw.org)), with a reference to the name and location of the event in the subject line of the message.
8. The Secretariat will sponsor a limited number of participants. For sponsored participants, the Secretariat will cover the costs of travel, meals, and medical insurance, and will provide a limited subsistence allowance to cover sundry expenses. The Secretariat will also arrange and pay for accommodation for sponsored participants. A letter with the detailed programme and information on the venue will be sent to all sponsored and registered participants in due course.

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<sup>1</sup> Applicants should create an account in Eventus and then register for the training course. Please note that all questions marked with an asterisk (\*) in the online form must be answered for the candidate to be considered for this event.

9. Each application should specify whether sponsorship is a condition of the nominee's participation. Member States are welcome to nominate participants for whom sponsorship is not required. The Secretariat strongly encourages applications from qualified female candidates. Only selected candidates will be notified by the Secretariat.
10. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. It will purchase tickets and send them to participants. In order for the Secretariat to keep costs to a minimum, participants are expected to arrive **no earlier than Monday, 16 October 2023** and to depart **no later than Friday, 20 October 2023**. The agreement of the Secretariat is required for any changes to arrival and departure dates. The Secretariat will not cover expenses unrelated to the workshop or that result from changes to travel arrangements that it has not authorised. Sponsored participants must bear all costs resulting from changes they make, including cancellations, once the Secretariat has purchased tickets. Participants who have not been sponsored are requested to make their own travel and accommodation arrangements.
11. Participants are requested to obtain any necessary visas (including transit visas) before travelling to the workshop. When applying for an entry visa, they should present the Embassy or Consulate of the Republic of Korea with a copy of the acceptance letter from the OPCW.
12. The workshop will be conducted entirely in English. All participants are therefore expected to have a good written and oral command of the language.
13. Additional information about the workshop may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division of the OPCW. The OPCW contact persons for the workshop are Mr Taeon Kim, Programme Officer ([taeon.kim@opcw.org](mailto:taeon.kim@opcw.org)), and Ms Ting Zhang, Senior Administrative Assistant ([ting.zhang@opcw.org](mailto:ting.zhang@opcw.org)).