



AN INVITATION TO PROPOSE CANDIDATES FOR TWO NINE-DAY REGIONAL COURSES IN ROMANIA FOR PERSONNEL INVOLVED IN THE IMPLEMENTATION OF THE CHEMICAL WEAPONS CONVENTION

1. In the autumn of 1999 the Technical Secretariat, in cooperation with the National Authority of Romania, will hold two parallel nine-day courses for personnel involved in the implementation of the Chemical Weapons Convention. The courses will be held at the Snagov Complex, 30 km outside Bucharest, Romania, from 25 October to 2 November 1999.
2. The basic course is primarily intended for individuals with little or no previous involvement in implementation, whereas the advanced course is aimed at those who have either already attended a basic course for personnel of National Authorities, or who have been involved for at least a year in the national implementation of the Convention. The emphasis of the advanced course will be on unresolved or recently resolved issues, and protection and assistance under Article X. The course curricula are presented in annexes 1 and 2 to this document.
3. For each course the fee will be USD 1,000 per person, which includes accommodation and all meals, medical insurance, the costs of course materials and handouts, and course-related travel within Romania. The fee does not include the costs of travel to and from Romania, and is payable in advance.
4. The courses have been designed for the personnel of National Authorities who could face or are facing a multitude of responsibilities when preparing for and actually implementing the Convention. It should be noted that the courses will not be able to cover the more specialised needs of CW “possessor” Member States of the OPCW.
5. Throughout the courses, the language of instruction will be English. It will not be possible for participants to follow the course unless they have a good working knowledge of that language. No interpretation facilities of any kind will be provided.
6. Extensive background material on the subjects covered by the courses will be made available to the participants, upon receipt of confirmation of their participation, to allow them to prepare themselves. Upon request, this material may be sent to the respective missions in The Hague and Brussels to be forwarded to participants.

7. The Secretariat expects to be able to sponsor a limited number of candidates nominated by Member States of the OPCW, to cover their travel costs and course fees. When proposing candidates for either of the courses, Member States should specify whether sponsorship is a precondition for their participation. Participants of previous courses for personnel of National Authorities arranged by the Secretariat will not be considered for sponsorship to attend the basic course, but are eligible for sponsorship to attend the advanced course.
8. Member States of the OPCW which have not previously sent participants to any such courses organised by the Secretariat are particularly encouraged to nominate candidates for the basic course. One candidate from each such Member State will be given priority.
9. Nominations from signatory States on behalf of candidates who will participate at their own expense are also encouraged. The number of places available for candidates from signatory States may be limited, however.
10. Member States and signatory States are invited to submit the names of candidates for either of the courses to the Secretariat not later than 1 September 1999. Nominations received after that date will normally not be considered. All nominations, together with the information requested in the form attached as annex 3, should be addressed to the Director, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, NL-2517 JR The Hague, the Netherlands. Nominations may also be submitted by fax (+31-70-306 3535) or by e-mail (webmaster@opcw.org).
11. Additional information on either of these two courses may be obtained from the Protection Branch, International Cooperation and Assistance Division of the OPCW, which can be contacted as specified in the previous paragraph.

Annexes:

- Annex 1. Curriculum for a nine-day basic course for personnel involved in the implementation of the Chemical Weapons Convention
- Annex 2. Curriculum for a nine-day advanced course for personnel involved in the implementation of the Chemical Weapons Convention
- Annex 3. Regional courses for personnel involved in the implementation of the Chemical Weapons Convention, Snagov Complex, Romania, 25 October – 2 November 1999: Details of participants

Annex 1

CURRICULUM FOR A NINE-DAY BASIC COURSE FOR PERSONNEL INVOLVED IN THE IMPLEMENTATION OF THE CHEMICAL WEAPONS CONVENTION

1. GENERAL INTRODUCTION

1.1 THE CHEMICAL WEAPONS CONVENTION (CWC)

Develop a conceptually based overview of the history of disarmament efforts, as well as an understanding and knowledge of the provisions of the CWC and the rights and obligations of a State Party. Subjects include: an overview of the CWC; the object and purpose of the CWC; the benefits of the CWC; and sources of information on the CWC.

Duration: 1 period

1.2 ORGANISATION FOR THE PROHIBITION OF CHEMICAL WEAPONS (OPCW) Develop an understanding and knowledge of the OPCW, its structure and mission.

Duration: 2 periods

1.3 LEGAL RIGHTS AND OBLIGATIONS UNDER THE CWC

Develop an overview of the legislative and administrative measures a State Party needs to introduce in order to implement the CWC.

Duration: 2 periods

1.4 THE HISTORY OF CHEMICAL WEAPONS

Develop an understanding of the history of chemical weapons.

Duration: 2 periods

1.5 SETTING UP AND RUNNING A NATIONAL AUTHORITY

Develop an understanding and knowledge of the measures that will be required to designate or establish a National Authority in a State Party, and the various approaches chosen by States Parties. Demonstrate a good understanding of the obligations of national structures, including the National Authority, as specified in the Convention. Develop a fundamental understanding of the operational tasks required of national bodies charged with implementing the Convention, including National Authorities.

Duration: 2 periods

1.6 DATA HANDLING AND CONFIDENTIALITY

Develop an understanding and knowledge of database handling and data collection techniques, and of means of ensuring confidentiality and data security.

Duration: 2 periods

1.7 IDENTIFICATION OF DECLARABLE ACTIVITIES AND FACILITIES

Develop an understanding of how declarable activities in a State Party, especially declarable imports, can be identified, and of the regulations that may be required to ascertain the accuracy of the declared data.

Duration: 2 periods

1.8 PROTECTION AND ASSISTANCE UNDER ARTICLE X

Develop an understanding of the operational tasks for States Parties relating to protection and assistance under Article X. Develop an understanding of various forms of protection against chemical weapons; how a protective posture can be improved; and how the OPCW can develop and maintain a state of readiness to assist a Member State in the event it is attacked or threatened with chemical weapons.

Duration: 2 periods

1.9 INTERNATIONAL COOPERATION UNDER ARTICLE XI

Develop an understanding of the operational tasks for States Parties relating to international cooperation and trade under Article XI. Develop an understanding of the programmes operated by the OPCW to promote international cooperation in the fields of chemistry and chemical technology.

Duration: 1 period

2. DECLARATIONS

2.1 OPERATIONAL TASKS RELATING TO DECLARATIONS

Develop the ability to contribute, with the help of the Declaration Handbook, to the preparation of correct and timely declarations as required under the Convention.

Duration: 3 periods

2.2 DECLARATION EXERCISES

On the basis of data provided, develop a national declaration related to imports and exports of scheduled chemicals, and a national declaration related to two facilities producing, processing or consuming scheduled chemicals.

Duration: 4 periods

2.3 DECLARATION PROBLEMS

Discuss various problems that may be encountered by National Authorities when preparing declarations, and by the Secretariat when evaluating declarations, and identify possible solutions.

Duration: 1 period

3. INSPECTIONS

3.1 RECEIVING INSPECTIONS

Develop an understanding of the rights and obligations of a State Party in relation to inspections.

Duration: 1 period

3.2 THE INSPECTION PROCESS

Develop an understanding and knowledge of the inspection process, including the scope of verification, CWC inspection requirements, inspectors' rights and obligations, monitoring and sampling, storage and transport of samples of toxic materials and analytical methods and instrumentation.

Duration: 1 period

3.3 A TABLE-TOP INSPECTION EXERCISE

Duration: 4 periods

3.4 VISIT TO A CHEMICAL INDUSTRY FACILITY

Develop an understanding of the inspection environment at chemical industries and of the practical aspects of routine inspections under Article VI.

Duration: 4 periods

3.5 ARTICLE IX OF THE CONVENTION

Develop an understanding of the need for consultations and procedures for cooperation and fact-finding, especially challenge inspections, that will contribute to the object and purpose of the Convention.

Duration: 1 period

3.6 INVESTIGATIONS OF ALLEGED USE

Develop an understanding of investigations of alleged use, including the requirements for requesting an investigation under Articles IX or X of the Convention.

Duration: 1 period

4. THE NATIONAL AUTHORITY AT WORK

4.1 SCENARIOS

Develop an understanding of how to apply the provisions of the Convention to "real-life-situations" using decision-making scenarios.

Duration: 12 periods (of which 4 periods are allowed for presentations of solutions to the scenarios)

4.2 EXAMPLES OF NATIONAL AUTHORITIES

Participants will be requested to describe their National Authorities, how they are organised, how they work, and what problems they have encountered.

Duration: 2 periods

Total suggested duration of the lectures, exercises and scenarios: 50 periods

In addition, three periods will be required for opening of the course, administrative matters, course evaluation and closing of the course. The total duration of the course will therefore be 53 periods.

Annex 2

CURRICULUM FOR A NINE-DAY ADVANCED COURSE FOR PERSONNEL INVOLVED IN THE IMPLEMENTATION OF THE CHEMICAL WEAPONS CONVENTION

1. GENERAL INTRODUCTION

1.1 THE INTERNATIONAL IMPLEMENTATION OF THE CHEMICAL WEAPONS CONVENTION (CWC)

Develop a conceptually based understanding of how the international implementation of the CWC is carried out. Subjects include: an overview of the role of the various policy-making organs of the OPCW; interactions between Member States and the OPCW, including the Technical Secretariat; the relationship between the OPCW and other international organisations; and the long-term perspective of the implementation of the Convention.

Duration: 2 periods

1.2 LEGISLATIVE AND ADMINISTRATIVE MEASURES REQUIRED FOR NATIONAL IMPLEMENTATION

Develop an overview of the national legislative and administrative measures introduced by various States Parties in order to implement the CWC.

Duration: 2 periods

1.3 RUNNING A NATIONAL AUTHORITY

Develop an understanding of how various States Parties have designated or established their National Authorities. Demonstrate a good understanding of the interactions between the National Authorities and other national structures in implementing the CWC. Develop an understanding of the need for continuous training of the personnel of National Authorities, and of how this can be achieved.

Duration: 3 periods

1.4 DATA HANDLING AND CONFIDENTIALITY

Develop a deeper understanding and knowledge of database handling and data collection techniques, and of means of ensuring confidentiality and data security.

Duration: 1 period

1.5 COLLECTION OF DECLARATION DATA

Develop an understanding of how a State Party can collect data on declarable activities, especially data on declarable imports, and of the regulations that various States Parties have put in place to enable data collection and to ascertain the accuracy of the declared data.

Duration: 2 periods

2. MAIN THEME 1: OUTSTANDING OR RECENTLY RESOLVED ISSUES

2.1 OUTSTANDING PROBLEMS IN THE IMPLEMENTATION OF THE CHEMICAL WEAPONS CONVENTION: AN INTRODUCTION

Develop an understanding of the unresolved issues in the implementation of the CWC, and of the mechanisms used for the resolution of unresolved issues. Develop an understanding of some recently resolved issues, and of the processes that led to their resolution.

Duration: 1 period

2.2 ISSUES RELATING TO DECLARATIONS UNDER ARTICLE VI

Develop an understanding of the unresolved or recently resolved issues relating to declarations under Article VI. Develop an understanding of the various alternative solutions and their implications for the work of the National Authority.

Duration: 3 periods

2.3 A DECLARATION EXERCISE

On the basis of data provided, prepare declarations under Article VI assuming that the unresolved declaration issues have been resolved in various ways.

Duration: 2 periods

2.4 ISSUES RELATING TO INDUSTRY INSPECTIONS

Develop an understanding of the unresolved or recently resolved issues relating to routine inspections at chemical industries. Develop an understanding of the various alternative solutions and their implications for the inspected facilities and for the work of the National Authority.

Duration: 2 periods

2.5 VISIT TO A CHEMICAL INDUSTRY FACILITY

Develop a practical understanding of the inspection environment at chemical industry facilities, practical aspects of routine inspections under Article VI, and the consequences of various solutions to the unresolved inspection issues.

Duration: 4 periods

2.6 CHEMICAL WEAPONS-RELATED ISSUES

Develop an understanding of the unresolved or recently resolved issues relating to chemical weapons. Develop an understanding of the various alternative solutions and their implications for the evaluation of CW related declarations and for the work of the National Authority.

Duration: 3 periods

2.7 OTHER UNRESOLVED ISSUES

Develop an understanding of other unresolved or recently resolved issues, e.g. relating to the operation of the Secretariat. Develop an understanding of the various alternative solutions and their consequences.

Duration: 1 period

3. MAIN THEME 2: ISSUES RELATING TO PROTECTION AND ASSISTANCE UNDER ARTICLE X

3.1 PROTECTION AGAINST CHEMICAL WEAPONS

Develop a good overview of the various methods and techniques for protection against chemical weapons.

Duration: 2 periods

3.2 THE PROVISIONS OF ARTICLE X ON PROTECTION

Develop an understanding of the provisions of Article X on protection, how national contributions can be made to the implementation of these provisions, and how a State Party can benefit from these provisions.

Duration: 2 periods

3.3 INVESTIGATIONS OF ALLEGED USE OF CHEMICAL WEAPONS

Develop a deeper understanding of when and how an investigation of alleged use can be requested. Develop an understanding of how such investigations can be conducted, and the role of the National Authority in such investigations.

Duration: 2 periods

3.4 THE PROVISIONS OF ARTICLE X ON ASSISTANCE

Develop an understanding of the rights and obligations of States Parties under the provisions of Article X on assistance. Develop the ability to meet such obligations under paragraph 7, and the ability, if required, to request assistance under paragraph 8, Develop an understanding of the process through which assistance is provided.

Duration: 2 periods

3.5 A TABLE-TOP EXERCISE ON ASSISTANCE

Through participation in a table-top exercise, develop a deeper understanding of the practical implementation of Article X, paragraphs 7 – 11.

Duration: 4 periods

4. MAIN THEME 3: THE NATIONAL AUTHORITY AT WORK

4.1 SCENARIOS

Develop a deeper understanding of how to apply the provisions of the Convention to “real-life-situations” using decision-making scenarios.

Duration: 12 periods (of which 4 periods are allowed for presentations of solutions to the scenarios)

Total suggested duration of the lectures, exercises and scenarios: 50 periods

In addition, three periods will be required for the opening of the course, administrative matters, course evaluation and closing of the course. The total duration of the course will therefore be 53 periods.

Annex 3

**REGIONAL COURSES FOR PERSONNEL INVOLVED IN
THE IMPLEMENTATION OF THE CHEMICAL WEAPONS CONVENTION
SNAGOV COMPLEX, ROMANIA, 25 OCTOBER – 2 NOVEMBER 1999**

DETAILS OF PARTICIPANTS

(Please complete this form using BLOCK LETTERS)

Course selection: Basic course / Advanced course (delete as applicable)

1. Family name _____
2. First name _____
3. Date of birth _____
4. Nationality _____
5. Sex Male / Female _____
6. Passport No. _____
7. Date of issue _____
8. Date of expiry _____
9. Place of issue _____
10. Current contact
 address _____

11. Telephone no.
 (home/work) _____
12. Fax no.
 (home/work) _____
13. Academic/
 professional
 qualifications _____
14. Area(s) of expertise _____

15. Has nominee
 participated in
 previous OPCW
 courses, workshops
 or seminars ? _____