



**NOTE BY THE SECRETARIAT**

**THE FIRST OPCW EXERCISE ON DELIVERY OF ASSISTANCE (ASSISTEX 1)  
10 – 14 SEPTEMBER 2002, ZADAR, CROATIA**

1. In accordance with the provisions of Article X of the Chemical Weapons Convention, the first OPCW exercise on the delivery of assistance (ASSISTEX 1), will be held in Zadar, Croatia, from 10 - 14 September 2002. The exercise is intended to provide a framework for evaluating the level of preparedness of OPCW in the provision of assistance. The specific objectives of the exercise are as follows:
  - (a) assessment of preparedness in receiving requests and responses to requests for assistance;
  - (b) assessment of the overall validity of the Draft Standard Operating Procedures (SOP), Working Instructions (WI) and other documents dealing with the Delivery of Assistance (DoA);
  - (c) assessment of direction and control procedures;
  - (d) assessment of communications systems;
  - (e) assessment of notifications and activation procedures;
  - (f) assessment of capability of field operations;
  - (g) improvement of coordination among emergency response units;
  - (h) assessment of cooperation among units and teams provided by Member States under Article X;
  - (i) assessment of the role of the Secretariat in coordinating the delivery of assistance;
  - (j) assessment of cooperation between OPCW and other international organisations in the field;
  - (k) determination of resources and response requirements;
  - (l) determination of staffing requirements;
  - (m) improving coordination among international actors;
  - (n) improving information gathering, as well as its analysis and dissemination;
  - (o) testing and training emergency relief teams and their procedures.
  
2. Additionally, the exercise is intended to test the practical aspects of implementing the concept of assistance under the following thematic clusters:
  - (a) OPCW Assistance Response System - request for assistance from a Member State;
  - (b) dispatch of the Assistance Coordination and Assessment Team (ACAT)

- (c) mobilisation and dispatch of assets offered by Member States under Article X;
  - (d) mitigation of assistance by ACAT (units) - coordinating the activities of incoming teams;
  - (e) coordinating field emergency response operations (search and rescue, reconnaissance, decontamination, specialised medical care, etc) by ACAT - setting up the On-Site Operation Coordination Centre (OSOCC).
3. The exercise scenario is as follows: the requesting Member State, on recognising an imminent threat of use of chemical weapons by a terrorist group, requests OPCW's assistance. ACAT is dispatched and the team reports its assessment to the Director-General. The Executive Council decides to provide assistance under the threat scenario, carried out by ACAT's mitigation assistance and incoming teams. The initial threat develops into a terrorist action; chemical attack takes place at an international airport. Unknown chemicals are released in several places at airport terminals and in peripheral establishments. The local emergency response system is activated; however, the chemicals permeate outside the area and pose a threat to the surrounding settlements. The National Authority requests assistance under the "use scenario" and the Director-General instructs ACAT to adopt the "use mode" of assistance. The Director-General reports to the Executive Council. The Council then decides on the provision of assistance.
  4. The following Member States are expected to participate in the exercise with their teams and units: Austria, the Czech Republic, Estonia, France, Iran (Islamic Republic of), Lithuania, Poland, Slovak Republic and the United Kingdom. The participation of several other Member States awaits confirmation. A total number of 15 Member States with 150 – 200 people along with 40 different kinds of vehicles, 3 transport planes and a helicopter with approximately 100 tons of equipment, will be involved in the exercise.
  5. The Government of the Republic of Croatia will provide support for the exercise by organising emergency medical support to the teams for simulation, logistics and communications by ensuring security and safety, and by coordinating accommodation and meals. All incoming teams will be met at the point of entry, and escorted to the site of the exercise, by representatives from the host country who will also facilitate border crossings and customs formalities.
  6. The decontamination platoon of Croatia (35 people with the necessary vehicles and equipment), which was offered to the OPCW under Article X, will be participating at the exercise as part of an offer by a third Member State.
  7. The Croatian Government has established an Organising Committee headed by the Deputy Minister of Defence, Mr Zlatko Gareljić, with members representing the Ministry of Foreign Affairs, Ministry of Interior and the Ministry of Maritime Affairs, Traffic and Communication. The Committee has nominated the following Liaison Officers:  
Colonel Zvonko Orehovec, phone no: +385 1 37 18 308, fax no: +385 1 37 18 378  
Major Ivan Jukić, phone no: +385 1 37 86 388, fax no: +385 1 37 86 149 or +385 1 46 13 300.

8. Representatives of Member States may attend the exercise as **observers**. The cost of travel, accommodation and meals should be covered by the observers themselves. All interested individuals are requested to complete the attached form (Annex) and send it to the Assistance and Protection Branch, International Cooperation and Assistance Division, fax no +31 70 416 3209 **not later than 1 August 2002**. The Croatian Organising Committee has arranged a block booking of hotel accommodation and a special programme for observers during 10 – 14 September 2002. Late submission of applications, beyond 1 August, may not guarantee hotel accommodation and/or cause problems in obtaining visas on time.
9. Both participants and observers are requested to obtain all necessary visas (including transit visas) before travelling to Croatia. All activities during the exercise will be conducted in English. No interpretation services of any kind will be provided. Participants nominated to work with the ACAT/OSOCC and the team liaison officers are therefore expected to have a good command of the English language, both written and oral.
10. Representatives from **participating Member States**, nominated to join the Exercise Control, are expected to arrive on 8 September 2002. Interested Member States are invited to confirm their participation to the Secretariat, **not later than 1 August 2002**, providing detailed information on the participating teams, the units or on the individual experts.
11. Further information may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division. The contact persons are: Mr Hassan Mashhadi (+31-(0)-70-416-3555), and Mrs Andrea Milic (+31-(0)-70-416-3771).

ANNEX

**FIRST OPCW EXERCISE ON DELIVERY OF ASSISTANCE  
ASSISTEX 1  
ZADAR, CROATIA  
10 – 14 SEPTEMBER 2002**

**NOMINATION FORM**

Please submit the completed form **by 1 August 2002** to:  
Assistance and Protection Branch,  
International Cooperation and Assistance Division,  
OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands.  
Fax: +31-(0)-70-416 3209; e-mail: [apb@opcw.org](mailto:apb@opcw.org)

Please use BLOCK LETTERS

1. Family name	<input type="text"/>
2. First name	<input type="text"/>
3. Date of birth	Day <input type="text"/> <input type="text"/> Month <input type="text"/> <input type="text"/> Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
4. Nationality	<input type="text"/>
5. Male/Female*	male <input type="checkbox"/> female <input type="checkbox"/>
6. Passport no.	<input type="text"/>
7. Date of issue	Day <input type="text"/> <input type="text"/> Month <input type="text"/> <input type="text"/> Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
8. Date of expiry	Day <input type="text"/> <input type="text"/> Month <input type="text"/> <input type="text"/> Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
9. Place of issue	<input type="text"/>
10. Areas of expertise	<input type="text"/> <input type="text"/>
11. Employer	Name of the institute/organisation, etc. <input type="text"/> <input type="text"/>
12. Contact address	Street <input type="text"/> <input type="text"/> Number <input type="text"/> Post code <input type="text"/> City <input type="text"/> Country <input type="text"/>

13. E-mail address

14. Telephone no.  
(home/work) Country code  City code   
Home telephone

Country code  City code   
Work telephone   
Mobile

15. Fax no.  
(home/work) Country code  City code   
Home fax

Country code  City code   
Work fax

\* Please tick appropriate box.