



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/1031/2012

19 July 2012

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS
FOR THE FIRST OPCW ASSISTANCE-AND-PROTECTION TRAINING COURSE
FOR INSTRUCTORS
THE HAGUE, THE NETHERLANDS
12 – 16 NOVEMBER 2012**

1. The Director-General of the Organisation for the Prohibition of Chemical Weapons (OPCW) wishes to invite States Parties to nominate representatives to participate in the first OPCW training course for instructors in assistance-and-protection, which will take place at OPCW Headquarters from 12 to 16 November 2012 in The Hague, the Netherlands.
2. The course will be organised by the Technical Secretariat (hereinafter “the Secretariat”), and will provide training for up to 20 instructors who are involved in emergency response to a chemical incident. This is a pilot project by the Secretariat, and the decision as to whether to continue this exercise will be based on a number of factors, including the interest shown by States Parties. The course will cover the following topics:
 - (a) protection of personnel during a chemical emergency;
 - (b) rescue-and-decontamination operations in contaminated areas; and
 - (c) appropriate responses and countermeasures in the event of incidents involving chemical-warfare agents or toxic chemicals.
3. The course will also provide an overview of the kinds of assistance the OPCW can provide, and will help participating States Parties to enhance the ability and skills of instructors in their countries to offer training in how to provide protection against chemical weapons and other toxic chemicals, as well as in how to manage chemical incidents.
4. The course will offer an introduction to the use of individual and collective protective equipment; to monitoring, detection, and decontamination; and to sampling techniques. It will also facilitate the exchange of information and experiences regarding the implementation of Article X of the Chemical Weapons Convention (hereinafter “the Convention”), and provide a forum for States Parties to discuss



how they can cooperate in the future and what further offers they might make to the OPCW under Article X. The course will include a table-top and field emergency-response exercises.

5. Given the purpose of the course and its technical nature, candidates will be carefully selected according to the following criteria:
 - (a) All participants should be first responders and/or instructors/trainers, or be involved in developing an emergency-response system in their own countries.
 - (b) All participants must have a good oral and written command of English, because all activities during the course will be conducted in English and no interpretation services of any kind will be available.
 - (c) Preference will be given to instructors from emergency-response units, such as firefighters, ambulance personnel, and police officers.
 - (d) Participants must be physically fit and capable of wearing individual protective gear for several hours at a time. Some practical experience with protective equipment is desirable.
6. Applications will be carefully screened on the basis of the criteria specified in paragraph 5 above. Only the most suitable applicants will be interviewed.
7. The Secretariat expects to be able to sponsor a limited number of participants from States Parties. For sponsored participants, it will cover the costs of accommodation and meals. Further details regarding accommodation, the course venue, and transport will be issued to all confirmed participants at a later date.
8. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. In order for the Secretariat to keep costs to a minimum, sponsored participants are expected to arrive **no earlier than Sunday, 11 November 2012**, and to depart **no later than Saturday, 17 November 2012**. The Secretariat's approval is required for any changes to the arrival and departure dates of sponsored participants. The Secretariat will not cover expenses unrelated to the course or that result from changes in travel arrangements that it has not authorised. Sponsored participants shall bear all costs resulting from changes they make, including cancellations, once the Secretariat has purchased their tickets. Participants who have not been sponsored are requested to make their own travel arrangements.
9. Participants are requested to obtain all necessary visas (including transit visas) before travelling to the Netherlands. Interested applicants are invited to complete the nomination form that is included as Annex 2 to this Note, making sure to provide all contact details and to indicate their dietary preferences. Completed forms should be sent, along with a brief curriculum vitae, to the Director, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. Nominations may also be submitted by fax to +31 (0)70 416 3209, or by e-mail to EmergAssistBr@opcw.org. All materials must be received by the Secretariat **no later than 1 October 2012**. Please be advised that participants must present an OPCW acceptance letter in order to register for the course at OPCW Headquarters. Participants are also

expected to complete the e-learning module, which can be found at:
https://opcw.csod.com/selfreg/register.aspx?c=opcw_ext_delegate.

10. Additional information on the course may be obtained from the International Cooperation and Assistance Division. The contact persons are Ms Cristina Rodrigues, who can be reached at +31 (0)70 416 3774, and Ms Olesea Becu, who can be reached at +31 (0)70 416 3593.

Annexes:

Annex 1: Provisional Programme

Annex 2: Nomination Form

Annex 1

**FIRST OPCW ASSISTANCE-AND-PROTECTION TRAINING COURSE
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12 – 16 NOVEMBER 2012**

PROVISIONAL PROGRAMME

Time	Activity
<i>Monday, 12 November 2012</i>	
09:00 – 09:40	Opening
09:40 – 09:50	Group photo
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:45	Lecture: The history of chemical weapons and of chemical non-proliferation; introduction to the CWC ¹
10:45 – 11:45	Lecture: Implementation of Article X of the CWC
11:45 – 12:15	Discussion
12:15 – 13:15	<i>Lunch</i>
13:15 – 14:00	Lecture: Chemical-warfare agents (CWAs) and toxic industrial chemicals (TICs): Their types, their effects, and their chemical properties
14:00 – 14:45	Lecture: CWAs and TICs: Signs and symptoms; medical countermeasures
15:00 – 15:15	<i>Coffee/tea break</i>
15:15 – 15:45	Demonstration of the use of auto-injectors
15:45 – 17:00	Lecture: Incident Command System (ICS)
18:00	<i>Reception hosted by the OPCW</i>
<i>Tuesday, 13 November 2012</i>	
09:00 – 10:00	Lecture: The threat posed by hazardous chemicals: Risk assessment and analysis
10:00 – 10:45	Lecture: The principles of protection against chemicals
10:45 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:15	Lecture: The principles of self-protection; respiratory protection; body protection; heat stress
12:15 – 13:15	<i>Lunch</i>
13:15 – 14:00	Lecture: Sampling
14:00 – 15:00	Lecture: The principles of detection
15:00 – 15:15	<i>Coffee/tea break</i>
15:15 – 16:15	Lecture: The principles of decontamination
16:15 – 17:00	Lecture: Methods for dispersion of chemical agents

Time	Activity
<i>Wednesday, 14 November 2012</i>	
09:00 – 10:30	Practical session on protection, detection, and decontamination
10:30 – 10:45	<i>Coffee/tea break</i>
10:45 – 12:15	Practical session on protection, detection, and decontamination (continued)
12:15 – 13:10	<i>Lunch</i>
13:15 – 15:15	Practical session on protection, detection, and decontamination (continued)
15:15 – 15:30	<i>Coffee/tea break</i>
15:30 – 17:00	Practical session on protection, detection, and decontamination (continued)
<i>Thursday, 15 November 2012</i>	
09:00 – 11:00	Practical session on protection, detection, and decontamination (continued)
11:00 – 11:15	<i>Coffee/tea break</i>
11:15 – 12:15	Discussion
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Practical session: Table-top exercise
15:20 – 15:40	<i>Coffee/tea break</i>
15:45 – 17:00	Practical session: Table-top exercise (continued)
17:00 – 17:30	Lecture: Preparation for the field exercise
<i>Friday, 16 November 2012</i>	
09:00 – 11:00	Field exercise
11:00 – 11:15	<i>Coffee/tea break</i>
11:15 – 12:15	Field exercise: Debriefing session
12:15 – 14:00	<i>Lunch</i>
14:00 – 15:45	Evaluation
15:45 – 17:00	Delivery of certificates and closing ceremony
17:00	Departure of participants

Annex 2

**FIRST OPCW ASSISTANCE-AND-PROTECTION TRAINING COURSE
FOR INSTRUCTORS
THE HAGUE, THE NETHERLANDS
12 – 16 NOVEMBER 2012**

NOMINATION FORM

Please submit the completed form, along with a brief curriculum vitae, **by 1 October 2012** to:

The Director, International Cooperation and Assistance Division, OPCW

Attn: Assistance and Protection Branch

Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands

Fax: + 31 (0)70 416 3209; e-mail: EmergAssistBr@opcw.org

Please type or use BLOCK LETTERS.

1.	Family name of nominee*			
2.	First name(s)*			
3.	Date of birth	Day	Month	Year
4.	Citizenship			
5.	Gender**	Male ☐	Female ☐	
6.	Passport number			
7.	Date of issue	Day	Month	Year
8.	Expiry date	Day	Month	Year
9.	Place of issue			
10.	Areas of expertise			
11.	Employer			
12.	Position			
13.	Contact address (Please do not give a post-office box number)	Street		
		Number Post code		
		City		
		Country		
14.	E-mail address			
15.	Telephone numbers, including country and city codes	Home		
		Work		
		Mobile		
16.	Fax numbers, including country and city codes	Home		
		Work		
17.	City of departure			
18.	Has the nominee previously taken part in a course of this kind?	Yes ☐ No ☐ If so, when and where?		

* Please give the first and family names exactly as they appear in the nominee's passport.

** For this and all like items, please tick the appropriate box.

19.	Is sponsorship a condition of participation?	Yes ☐	No ☐
20.	Dietary preferences	None ☐ Vegetarian ☐	Halal ☐ Other (please specify) ☐ :
21.	Size	Gloves:	S ☐ M ☐ L ☐
		Boots (number):	
		Height (m):	
		Weight (kg):	

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