



International Cooperation and Assistance Division

S/1233/2014

29 December 2014

ENGLISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS
FOR THE FOURTH REGIONAL TRAINING COURSE ON EMERGENCY RESPONSE
TO CHEMICAL INCIDENTS FOR ASIAN STATE PARTIES
SINGAPORE, 9 – 12 MARCH 2015**

1. On behalf of the Government of Singapore and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite States Parties in Asia to nominate representatives to participate in the fourth regional basic training course on emergency response to chemical incidents, which will take place from 9 to 12 March 2015 at the Civil Defence Academy in Singapore.
2. The course, which will be jointly organised by the Government of Singapore and the Technical Secretariat (hereinafter “the Secretariat”), will be held with the support of the Singapore Civil Defence Force at the Civil Defence Academy. It is related to capacity building for national and regional emergency response within the framework of Article X of the Chemical Weapons Convention (hereinafter “the Convention”) and will provide training for up to 20 participants in planning for and building a support team in civil protection, civil defence, and decontamination operations in contaminated areas, as well as in appropriate responses and countermeasures in the event of incidents involving chemical-warfare agents and toxic industrial chemicals. It will also give an overview of what kind of assistance the OPCW, the host country, and Member States in Asia can provide, and will assist participating States Parties in establishing a basic capability in protection from chemical weapons, which will directly benefit their civilian populations.
3. The course will offer a basic introduction to the use of protective equipment, as well as to monitoring, detection, and decontamination techniques. Participants completing the basic course will acquire a general knowledge of chemical warfare agents and toxic industrial chemicals, as well as knowledge and understanding of the use of individual protective equipment and equipment for detection and decontamination. The course will facilitate the exchange of information and experiences regarding the implementation of Article X of the Convention, and will provide a forum for the discussion of future cooperation among participating Member States and of what further assistance they might make to the OPCW under Article X. The course will conclude with a practical emergency-response exercise.
4. Given the purpose of the course and its technical nature, candidates will be carefully selected and should be physically fit and able to wear individual protective equipment



for several hours at a time during the practical sessions of the course. They should also have experience with assistance and protection against chemical weapons. Preference will be given to officers from emergency-response units involved in civilian protection. In addition, it is desirable that participants have some practical experience with protective equipment.

5. It should be noted that the course is part of a tailored approach to training focused on annual training cycles conducted at the regional level. In line with this new approach to capacity-building projects under Article X, it is expected that participants selected for this course will participate both in the advanced regional assistance and protection course, to be held in Republic of Korea in June 2015, and in the exercise to be held in November 2015.
6. The Secretariat expects to be able to sponsor the participation of a limited number of participants. Each nomination should specify whether sponsorship is a condition of the nominee's participation. For sponsored participants, the Secretariat will cover the costs of travel and medical insurance, and will provide a limited subsistence allowance to cover sundry expenses. The course materials, accommodation, meals, and local transport during the course will be provided by the National Authority of Singapore and the Civil Defence Academy, at no cost to the participants. Further details regarding accommodation, the course venue, and transport will be issued to all confirmed participants at a later date.
7. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. Participants will be allowed to purchase tickets locally only if this leads to further savings for the Secretariat and if the Secretariat authorises it. In order for the Secretariat to keep costs to a minimum, sponsored participants are expected to arrive **no earlier than Sunday, 8 March 2015**, and to depart **no later than Friday, 13 March 2015**. 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 unauthorised changes to travel arrangements. 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 and to inform the Secretariat accordingly.
8. All activities during the course will be conducted in English, and no interpretation services of any kind will be provided. Participants are therefore expected to have a good written and oral command of the English language.
9. Participants are requested to obtain all necessary visas (including transit visas) before travelling to Singapore.
10. Interested applicants are invited to complete the nomination form that is included as Annex 2 to this Note, making sure in particular to provide all the contact details it requests. 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 with reference to the name and location of the course in the subject line. All materials

must be received by the Secretariat **no later than 16 January 2015**. Only selected participants will be contacted; contact will be made within two weeks of the submission deadline. Only selected participants with an OPCW acceptance letter will be permitted to attend the course.

11. Additional information may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division. The contact person is Ms Ditta Ciganikova, who can be reached at +31 (0)70 416 3261.

Annexes:

Annex 1: Provisional Programme

Annex 2: Nomination Form

Annex 1

**FOURTH REGIONAL TRAINING COURSE ON EMERGENCY RESPONSE
TO CHEMICAL INCIDENTS FOR ASIAN STATES PARTIES
SINGAPORE, 9 – 12 MARCH 2015**

PROVISIONAL PROGRAMME

Time	Activity
<i>Sunday, 8 March 2014</i>	
	Arrival of participants and registration
<i>Monday, 9 March 2014</i>	
08:00 – 08:50	Course overview
08:55 – 09:45	Course opening and participants' group photo
09:45 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:50	Overview of the Civil Defence Academy and tour to the Field Training Area
10:55 – 11:45	Lecture: OPCW, the Convention, and assistance and protection against chemical weapons (OPCW)
11:45 – 12:50	<i>Lunch</i>
12:50 – 13:40	Lecture: Implementation of the Convention in Singapore
13:45 – 14:35	Lecture: Chemical Weapons: History and characteristics
14:35 – 14:50	<i>Coffee/tea break</i>
14:50 – 15:40	Lecture: OPCW delivery of assistance operations (OPCW)
15:45 – 17:30	Demonstration and training: Individual protective equipment
18:30 – 20:15	OPCW reception
<i>Tuesday, 10 March 2014</i>	
08:00 – 09:45	Lecture: Response to emergencies related to chemical agents, and corresponding operating procedures
09:45 – 10:00	<i>Coffee/tea break</i>
10:00 – 11:45	Demonstration and exercise: Casualty management and use of antidotes
11:45 – 12:50	<i>Lunch</i>
12:50 – 14:35	Demonstration and exercise: Using detection equipment and materials
14:35 – 14:50	<i>Coffee/tea break</i>
14:50 – 17:30	Demonstration and exercise: Using detection equipment and materials (continued)
<i>Wednesday, 11 March 2014</i>	
08:00 – 08:50	Lecture: Emergency response planning & WISER (OPCW)
08:55 – 09:45	Lecture: Mitigation of chemical agent use and sampling procedures
09:45 – 10:00	<i>Coffee/tea break</i>
10:00 – 11:45	Demonstration and exercise: Donning of chemical protective suit, sampling procedures, mitigation of chemical agent use
11:45 – 12:50	<i>Lunch</i>
12:50 – 13:40	Lecture: Physical and chemical means of decontamination and considerations for decontamination station
13:45 – 16:35	Visit: HazMat fire station
18:30 – 20:15	Official dinner

Time	Activity
<i>Thursday, 12 March 2014</i>	
08:00 – 08:50	Briefing: Field exercise
08:55 – 10:50	Field exercise
10:55 – 11:45	Preparation for national presentations and discussion on chemical incident response
11:45 – 12:50	<i>Lunch</i>
12:50 – 15:40	Presentations and discussion: Chemical incident response
15:45 – 16:35	Course evaluation
16:40 – 17:30	Closing ceremony
<i>Friday, 13 March 2014</i>	
	Departure of participants

Annex 2

**FOURTH REGIONAL TRAINING COURSE ON EMERGENCY RESPONSE
TO CHEMICAL INCIDENTS FOR ASIAN STATES PARTIES
SINGAPORE, 9 – 12 MARCH 2015**

NOMINATION FORM

Please submit the completed form, along with a brief curriculum vitae, **by 16 January 2015** 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

Subject of the e-mail: FOURTH REGIONAL TRAINING COURSE ON EMERGENCY RESPONSE TO CHEMICAL INCIDENTS FOR ASIAN STATES PARTIES, SINGAPORE

Please type or use BLOCK LETTERS.

1.	Government body making the nomination			
2.	Family name of nominee*			
3.	First name(s)			
4.	Date of birth	Day	Month	Year
5.	Citizenship			
6.	Gender**	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
7.	Passport number			
8.	Date of issue	Day	Month	Year
9.	Expiry date	Day	Month	Year
10.	Place of issue			
11.	Areas of expertise			
12.	Employer			
13.	Position			
14.	Contact address (Please do not give a post-office box number)	Street		
		Number	Post code	
		City		
		Country		
15.	Airport of departure			
16.	E-mail address			
17.	Telephone numbers, including country and city codes	Home		
		Work		
		Mobile		

* 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.

18.	Fax numbers, including country and city codes	Home
		Work
19.	Has the nominee previously attended a meeting of this kind?	Yes <input type="checkbox"/> No <input type="checkbox"/> If so, when and where?
20.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/> No <input type="checkbox"/>
21.	Meal preferences	No <input type="checkbox"/> Yes <input type="checkbox"/> If so, please describe
22.	Size	Gloves S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/>
		Boots (number):
		Height (m):
		Weight (kg):