



S/1477/2017
14 March 2017
ENGLISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS FOR A TRAINING COURSE IN CONDUCTING
SAMPLING AND ANALYSIS IN A HIGHLY CONTAMINATED ENVIRONMENT
CZESTOCHOWA, POLAND
29 MAY – 2 JUNE 2017**

1. On behalf of the Government of Poland and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite Member States to nominate participants for a training course in conducting sampling and analysis in a highly contaminated environment, to be held in Czestochowa, Poland, from 29 May to 2 June 2017.
2. The course will be jointly organised by the Government of Poland and the Technical Secretariat (hereinafter “the Secretariat”). The main purpose of the training is to provide expert knowledge and skills to 15 specialists from Member States with the professional responsibility for sampling and analysis in highly contaminated environments in the aftermath of a chemical attack or a chemical incident.
3. Member States that do not yet have sampling and analysis capabilities are especially encouraged to nominate participants. Given the objectives of the course and its technical nature, applicants should have a solid technical background in chemistry and the management of hazardous chemical substances. Participants must also be qualified and experienced in using and wearing a self-contained breathing apparatus (SCBA). Previous practical experience in military or civil protection is desirable. Individual protective suits will be worn for several hours each day and participants must, therefore, be physically fit and able to wear such equipment for extended periods.
4. The Secretariat expects to be able to sponsor a limited number of participants from Member States. Each nomination should specify whether sponsorship is a condition of the nominee’s participation. The course materials, accommodation, meals, and local transport during the course will be provided by the National Authority of Poland. Further details regarding accommodation, the course venue, and transport will be issued to all confirmed participants at a later date.



5. 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, 28 May 2017 and to depart no later than Sunday, 4 June 2017. 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 must bear all costs resulting from changes they make, including cancellations, once the Secretariat has purchased their tickets.
6. Applicants are expected to be familiar with the principles of first response and chemical emergency management, and will be carefully selected in line with the objective of the course and their stated area of expertise.
7. 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 command of both written and spoken English.
8. Interested applicants are invited to register their nomination online on the OPCW website (<http://www.opcw.org/events>) no later than 31 March 2017. Please note that all the questions denoted with (*) need to be answered in order for the candidate to be considered for this event. Interested applicants who are unable to submit an application online due to technical problems are requested to send their applications by email attachment to EmergAssistBr@opcw.org with a reference to the name and location of the event in the subject line of the message. Endorsement by the National Authority will be a condition for acceptance. Selected applicants should expect a notification by email around 7 April 2017.
9. Participants are requested to obtain all necessary visas, including transit visas, before travelling to Poland. Please be aware that Schengen Area visas can take up to three weeks to obtain, so the visa request should be submitted well in advance.
10. The provisional programme for the course is included as the Annex to this Note; further details about the course will be issued at a later date. Any questions should be addressed to the Assistance and Protection Branch of the International Cooperation and Assistance Division. The contact persons are Mr Guy Valente, who can be reached by telephone at +31 (0)70 416 3423, and Ms Olesea Becu, who can be reached at +31 (0)70 416 3593.

Annex: Provisional Programme

Annex

**TRAINING COURSE IN CONDUCTING SAMPLING AND
ANALYSIS IN A HIGHLY CONTAMINATED ENVIRONMENT
CZESTOCHOWA, POLAND
29 MAY – 2 JUNE 2017**

PROVISIONAL PROGRAMME

Time	Activity
<i>Sunday, 28 May 2017</i>	
	Participants arrive in Czestochowa, Poland (pick up at Katowice International Airport)
<i>Monday, 29 May 2017</i>	
08:00	Participants meet in front of the hotel reception desk
08:10 – 08:30	Opening ceremony: – Commander, Central School of the State Fire Service (CSFS) – Mr Guy Valente, OPCW
08:30 – 08:45	Official photograph
08:45 – 09:20	Presentation: Overview of the OPCW on its 20th anniversary and Article X of the Chemical Weapons Convention – Mr Guy Valente, OPCW
09:20 – 10:00	Presentation: Introduction to sampling and analysis – Mr Guy Valente, OPCW
10:00 – 10:15	<i>Coffee/tea break</i>
10:15 – 10:45	Presentation: Overview of sampling Getting familiar with quality system documents (QDOCs), requirements, and procedures
10:45 – 11:45	Presentation: Sampling and analysis of hazardous substances General rules, hazards
11:45 – 12:30	Equipment related to sampling of hazardous substances
12:30 – 13:30	<i>Lunch</i>
13:30 – 14:30	Presentation: Occupational health
14:30 – 15:30	Presentation: Collection of liquid, air and soil samples Individual practice
15:30 – 16:00	<i>Coffee/tea break</i>
16:00 – 17:15	Presentation: Taking samples in emergency situations
17:15 – 17:30	Summary of the day
<i>Tuesday, 30 May 2017</i>	
08:30 – 09:30	Presentation: Self-contained breathing apparatus (SCBA) Health and safety requirements (medical evaluation, mask-fit test)
09:30 – 10:30	Refresher session: Individual protective equipment (IPE) Types and uses, “donning and doffing”
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:30	Practical session: SCBA operation Respiratory, capabilities and limitations, inspection, donning and doffing, seal checking, normal use, emergency procedures
12:30 – 13:30	<i>Lunch</i>

Time	Activity
13:30 – 15:30	Practical session: Individual protective equipment (IPE) Practice in the smoke chamber. Analysis of substances (methods and handling devices)
15:30 – 16:30	Summary of the day
16:30 –	Social activity
<i>Wednesday, 31 May 2017</i>	
08:30 – 10:30	Sample collection practice (wearing IPE)
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:30	Sample collection practice (IPE and SCBA, face piece off)
12:30 – 13:30	<i>Lunch</i>
13:30 – 15:00	Sample collection practice (team in IPE)
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 17:00	Sample collection practice (team in IPE and SCBA, face piece off)
17:00 – 17:30	Summary of the day
<i>Thursday, 1 June 2017</i>	
08:00 – 12:30	Presentation and practice: Identification of hazards and sampling of chemicals with use of chemical protective clothing and respiratory protection equipment (individual exercise)
12:30 – 13:30	<i>Lunch</i>
13:30 – 17:00	Presentation and practice: Identification of hazards and sampling of chemicals with use of chemical protective clothing and respiratory protection equipment (team exercise)
<i>Friday, 2 June 2017</i>	
08:00 – 13:00	Practice and evaluation: Team coordination on a fire scenario (to evaluate participants on a small real fire exercise, team coordination, safety approaches, and sample collection)
13:00 – 14:00	<i>Lunch</i>
14:00 – 15:00	Presentation: Chemical evidence and forensics: Key points for CBRN responders – Mr Guy Valente, OPCW
15:00 – 15:15	<i>Coffee/tea break</i>
15:15 – 16:15	Aerial reconnaissance: Use of unmanned aircraft and mapping – Mr Guy Valente, OPCW
16:15 – 16:30	Discussion of results (OPCW-CSPS)
16:30 – 16:45	Course evaluation (trainees return evaluation forms to OPCW representative)
16:45 – 17:00	Handover of certificates
17:00 – 17:15	Closing remarks (OPCW-CSPS)
<i>Saturday, 3 June 2016</i>	
	Departure of participants