



S/1646/2018*

9 July 2018

ENGLISH and SPANISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS FOR A REGIONAL TABLE-TOP EXERCISE
IN CHEMICAL EMERGENCY RESPONSE FOR STATES PARTIES
IN LATIN AMERICA AND THE CARIBBEAN
SANTO DOMINGO, DOMINICAN REPUBLIC
15 – 19 OCTOBER 2018**

1. On behalf of the Government of the Dominican Republic and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite Member States from the GRULAC¹ region to nominate representatives to participate in a regional table-top exercise in chemical emergency response, to take place from 15 to 19 October in Santo Domingo, Dominican Republic.
2. The exercise will be jointly organised by the Government of the Dominican Republic and the Technical Secretariat (hereinafter “the Secretariat”) and is aimed at enhancing chemical response preparedness at the regional and sub regional levels in accordance with the recommendations received from the Third Special Session of the Conference of the States Parties to Review the Operation of the Chemical Weapons Convention regarding the implementation of Article X of the Chemical Weapons Convention (hereinafter “the Convention”).
3. The event will address matters related to coordination in case of a major chemical incident. The exercise will concentrate on operational frameworks such as relevant policies, communication, and information sharing, including operational and procedural issues related to consequence management, so as to ensure effective response and provision of assistance in case of incidents involving toxic chemicals.
4. The exercise is also aimed at facilitating the exchange of information and fostering networking among the participants representing national institutions, with a view to enhancing the implementation of Article X of the Convention in the GRULAC region as a whole. Applicants should be familiar with response practices and procedures in the event of attacks involving chemical warfare agents and/or incidents with toxic industrial chemicals, in line with the provisions of Article X of the Convention.
5. Given the objectives of the exercise, candidates will be carefully selected. They should be members of emergency response units from institutions involved in civilian

* Reissued in English for technical reasons.

¹ GRULAC = Group of Latin American and Caribbean States.



defence. A background in the field of chemistry associated with chemical warfare agents and toxic chemicals is highly desirable. Participants should be physically fit and able to wear individual protective gear during the exercise if necessary.

6. Only candidates endorsed by the National Authority of their Member States will be considered in the selection process. The Secretariat will select only one participant from a given Member State.
7. The Secretariat expects to be able to sponsor a maximum of 25 participants. When proposing candidates for the exercise, Member States should specify whether such sponsorship is a condition of their participation. For sponsored participants, the Secretariat will cover the costs of travel, accommodation, transfers to and from the airport, medical insurance, and meals, and will provide a limited subsistence allowance to cover sundry expenses.
8. Further details regarding accommodation, the exercise venue, transport, and the final programme will be issued to participants in due course.
9. Participants are requested to obtain all necessary visas (including transit visas) before travelling to the Dominican Republic. To that end, selected participants will receive an acceptance letter and other supporting documents if required.
10. When making travel arrangements for selected participants, the Secretariat will seek the most economical options. Participants are expected to arrive in Mexico City **no earlier than Sunday, 14 October 2018** and depart **no later than Saturday, 20 October 2018**. The Secretariat will not cover expenses unrelated to the exercise 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.
11. All GRULAC Member States are encouraged to nominate candidates for this event, which will be conducted in Spanish. Participants are required to have a good command of Spanish, both written and oral. No interpretation services will be provided during the event.
12. Interested applicants are invited to register their nomination online through Eventus—the OPCW event management system—no later than 15 August 2018. The Eventus registration link is accessible via the OPCW website at: <http://apps.opcw.org/eventus>. Please note that all questions marked with an asterisk (*) must be answered in order for the nomination to be received and for the candidate to be considered for this event. The endorsement form attached as Annex 3 to this note has to be uploaded during the registration process for the course.
13. Interested applicants who, for technical reasons, are unable to submit their application online via Eventus are requested to complete and send the nomination and endorsement forms attached as Annexes 2 and 3 to this note to EmergAssistBr@opcw.org with reference to the name and location of the event in the subject line.

14. Candidates who have been selected to participate in the course will be contacted no later than two weeks after the submission deadline. States Parties are requested to inform the International Cooperation and Assistance Division of any administrative or other problems that may arise in connection with the attendance of any participant.
15. The provisional programme of the course is included as Annex 1 to this Note. Further details regarding accommodation, the course venue, transport, and an updated version of the programme will be submitted to all selected participants 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 Justo Quintero Mendez (Tel: +31(0)70 416 3775) and Ms María Elena Bruno-Pousadela, (Tel: +31(0) 40 416 3217)

Annexes

- Annex 1: Provisional Programme
- Annex 2: Nomination Form
- Annex 3: Endorsement by the National Authority

Annex 1

**REGIONAL TABLE-TOP EXERCISE IN CHEMICAL EMERGENCY
RESPONSE FOR STATES PARTIES IN LATIN AMERICA AND THE CARIBBEAN
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PROVISIONAL PROGRAMME

Time	Activity
<i>Sunday, 14 October 2018</i>	
	Arrival of participants
<i>Monday, 15 October 2018</i>	
08:30 – 09:00	Registration
09:00 – 09:45	Opening ceremony
09:45 – 10:00	Group picture
10:00 – 10:15	<i>Coffee/tea break</i>
Segment 1: Assistance and Protection under the Chemical Weapons Convention	
10:15 – 10:30	Exercise objectives and introduction of participants
10:30 – 11:00	Presentation: Article X of the Chemical Weapons Convention and regional coordination
11:00 – 11:15	Individual evaluation
11:15 – 12:00	Presentation: The implementation of the Chemical Weapons Convention in the Dominican Republic
12:00 – 13:00	Presentation: The national civil protection system in the Dominican Republic
13:00 – 14:00	<i>Lunch break</i>
14:00 – 15:30	Presentations by States Parties: Regional capacity-building activities in chemical emergency response
15:30 – 16:00	<i>Coffee/tea break</i>
16:00 – 17:30	Presentations by States Parties: Regional capacity-building activities in chemical emergency response (cont'd)
17:30 – 18:00	Discussion
<i>Tuesday, 16 October 2018</i>	
09:30 – 11:30	Guided technical visit
11:30 – 12:00	<i>Return to the hotel</i>
Segment 2: Table-Top Exercise (TTX)	
12:00 – 13:00	Introduction to the TTX: Part I
13:00 – 14:30	<i>Lunch break</i>
14:30 – 15:00	Introduction to the TTX: Part II
15:00 – 16:00	Introduction to chemical emergency management
16:00 – 16:15	<i>Coffee/tea break</i>
16:15 – 17:00	Introduction to chemical emergency management (cont'd)
17:00 – 18:00	Chemical emergency planning
<i>Wednesday, 17 October 2018</i>	
09:00 – 10:00	Incident Command System (ICS) and interagency coordination in the event of chemical emergencies
10:00 – 10:15	<i>Coffee/tea break</i>

Time	Activity
10:15 – 11:00	Administrative arrangements; division into teams
11:00 – 13:00	Module 1: Recognition of materials: guides, formats, and equipment to be used in the exercise. Sources of information.
13:00 – 14:00	<i>Lunch break</i>
14:00 – 15:00	Module 2: TTX: Hazmat emergency at the industrial level
15:00 – 16:00	Module 3: Emergency notification, first actions (ICS), and incident action plans
16:00 – 16:15	<i>Coffee break</i>
16:15 – 17:00	Module 4: Calculations for an intervention (isolation, protection, event prediction)
17:00 – 17:30	Discussion and conclusions
<i>Thursday, 18 October 2018</i>	
09:00 – 10:30	Module 5: Emergency notification at the local and regional levels
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 13:00	Module 6: Table-top and field exercise Management, control and conclusion of the emergency Post-emergency operations
13:00 – 14:00	<i>Lunch break</i>
14:00 – 15:30	The evolution of a chemical emergency (response development)
15:30 – 15:45	<i>Coffee/tea break</i>
15:45 – 17:00	Inject: Chemical attack
17:00 – 17:30	Module 7: Feedback and team discussion
<i>Friday, 19 October 2018</i>	
Segment 3: Conclusions	
09:00 – 09:30	General review of the exercise
09:30 – 10:15	Final individual evaluation
10:15 – 11:00	<i>Coffee/tea break</i>
11:00 – 11:45	Evaluation
11:45 – 12:30	Presentation of certificates and closing ceremony
Afternoon	Departure

Annex 2

**REGIONAL TABLE-TOP EXERCISE IN CHEMICAL EMERGENCY
RESPONSE FOR STATES PARTIES IN LATIN AMERICA AND THE CARIBBEAN
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**NOMINATION FORM
Please type or use BLOCK LETTERS**

Family name of nominee ²			
First name(s)			
Date of birth	Day	Month	Year
Citizenship			
Gender ³	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
Passport number			
Date of issue	Day	Month	Year
Expiry date	Day	Month	Year
Place of issue			
Employer			
Position			
Please describe your current duties			
Contact address (please do not give a post office box number)	Street		
	Number	Postcode	
	City		
	Country		
Airport of departure			
Email address			
Telephone numbers, including country and city codes	Home		
	Work		
	Mobile		

² Please give the first and family names exactly as they appear in the nominee's passport.

³ For this and all like items, please tick the appropriate box.

Endorsement by National Authority	(Name, signature, and stamp of institution)
Is sponsorship a condition of participation?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Annex 3

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ENDORSEMENT BY THE NATIONAL AUTHORITY

This form needs to be signed, duly sealed and uploaded when an application is submitted
<https://apps.opcw.org/eventus>

Please type or use BLOCK LETTERS

I, _____, Head/Chief Coordinator of the
National Authority of the State Party of _____, on behalf
of the Government of _____, hereby endorse the nomination
of Mr/Ms _____, holding the
position/designation of _____ in the
Office/Division/Branch of _____, as
indicated in the attached nomination form for participation in the Regional Table Top
Exercise in Chemical emergency Response for States Parties in the Latin America and the
Caribbean to be held in Santo Domingo, Dominican Republic from 15 to 19 October 2018.

Signature: _____

Name: _____

Designation: _____

Official seal of the Organisation:

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