

**NOTE BY THE TECHNICAL SECRETARIAT****INVITATION TO APPLY FOR AN ANALYTICAL CHEMISTRY COURSE UNDER THE
OPCW PROGRAMME TO STRENGTHEN COOPERATION WITH AFRICA ON THE
CHEMICAL WEAPONS CONVENTION
PRETORIA, SOUTH AFRICA
13 – 24 MAY 2019**

1. The Technical Secretariat of the OPCW (hereinafter “the Secretariat”) wishes to inform Member States that it will hold an analytical chemistry course in 2019 under the OPCW Programme to Strengthen Cooperation with Africa on the Chemical Weapons Convention. The course will be supported jointly by the Secretariat and Protechnik Laboratories (Pty) Ltd in South Africa, and will be held at the Protechnik Laboratories.

Purpose of the course

2. The course is intended for chemistry professionals from industry, government, or academia who are involved in the analysis, synthesis, or quality control of chemicals related to the Chemical Weapons Convention (hereinafter “the Convention”). The course will enable participants to gain a sound working knowledge of the principles, procedures, and applications of gas chromatography and gas chromatography-mass spectrometry for the analysis of chemicals related to the Convention. The course will accommodate 20 international participants.

Duration of the course

3. The course will be held from 13 to 24 May 2019. Successful candidates should arrive one day before the course begins in order to register and complete pre-course formalities in a timely manner.

Content

4. The first part of the course will concentrate on teaching the participants the basic principles of chromatography, particularly gas chromatography, with a basic introduction to gas chromatography principles. This will include hardware and variations of hardware, inlet possibilities, column dimensions and varieties, introduction to detectors that can be used, maintenance of a gas chromatograph, and practical demonstrations during which participants will be afforded hands-on training.



5. The second part of the course will focus on preparing environmental samples for analysis with gas chromatography and gas chromatography-mass spectrometry. The basic principles of mass spectrometry will be introduced. Hands-on training will be provided to prepare the participants to handle different sample matrices for preparation to analyse with gas chromatography and gas chromatography-mass spectrometry. Different detectors and ionisation modes (chemical and electron) will be used in analysing the samples prepared by the participants. Extraction and derivatisation techniques will also be taught. The use of libraries, software, and identification techniques will also be demonstrated to identify compounds related to the Convention. At least half of the time will be spent on hands-on training.

Sponsorship

6. The cost of the course and accommodation for all participants will be covered by the Secretariat. In addition, the Secretariat will pay for international travel and visas and provide a daily subsistence allowance, as well as medical and travel insurance for all participants for the duration of the course.
7. Participants are requested to obtain any necessary visas, including transit visas, before travelling to South Africa. As noted above, the Secretariat will cover the costs of these visas by reimbursing participants upon production of the original receipts. The Secretariat will also send information to the selected participants on how to apply for South African visas.

Admission requirements

8. Participants should:
 - (a) hold a degree or diploma in chemistry or analytical chemistry from a recognised university or institution;
 - (b) have at least three years of work experience in analytical chemistry or in other relevant fields;
 - (c) have experience working with either gas chromatography or gas chromatography-mass spectrometry techniques; and
 - (d) be citizens of African Member States.
9. All course activities 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.
10. Participants will be required to sign a set of terms and conditions for participation in the course as well as a confidentiality agreement with the OPCW.

Selection procedure

11. Applications will be carefully screened based on the criteria specified in paragraph 8 above. Eligible candidates from laboratories that have sought or are receiving support for the OPCW Proficiency Testing are especially encouraged to apply.

Application procedure

12. Applicants from laboratories in African Member States are invited to submit their applications through EVENTUS, the OPCW event management system (<https://apps.opcw.org/eventus>). Applicants must first create an account and then register for the event. Only in exceptional circumstances involving technical difficulties, a complete set of application documents may be sent to icb@opcw.org, with the name of the event clearly indicated in the subject line of the message.
13. Only nominations endorsed by the National Authority will be considered. The endorsement form (attached as an Annex to this Note) together with a curriculum vitae must be uploaded during the online registration process.
14. Female candidates are encouraged to apply.
15. All applications must be received by the Secretariat **no later than 28 February 2019**. Additional information may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division. The contact person is Ms Rufaro Kambarami (Tel: +31 (0)70 416 3272). She can also be contacted by email at icb@opcw.org.

Annex: National Authority Endorsement Form

Annex

**ANALYTICAL CHEMISTRY COURSE
UNDER THE OPCW PROGRAMME TO STRENGTHEN COOPERATION
WITH AFRICA ON THE CHEMICAL WEAPONS CONVENTION
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13 – 24 MAY 2019**

ENDORSEMENT BY THE NATIONAL AUTHORITY

This form must be signed, duly sealed, and uploaded when submitting the application electronically (<https://apps.opcw.org/eventus>)

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 online registration, for participation in the analytical chemistry course, under the OPCW Programme to Strengthen Cooperation with Africa on the Chemical Weapons Convention to be held in Pretoria, South Africa from 13 to 24 May 2019.

I also certify that the above candidate fulfils all the requirements mentioned in the Invitation Note.

Signature: _____

Name: _____

Designation: _____

Telephone: _____

E-mail: _____

Official seal of the organisation: