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
11 – 22 MAY 2020

1. The Technical Secretariat of the OPCW (hereinafter “the Secretariat”) wishes to inform Member States that it will hold an analytical chemistry course in 2020 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 11 to 22 May 2020. 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 provide a
daily subsistence allowance, as well as and 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. 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.events@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 13 March 2020. Additional information may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division. The contact persons are Mr Rohan Perera, Senior Programme Officer (Tel: +31 (0)70 416 3615) and Ms Rufaro Kamarami, Project Assistant (Tel: +31 (0)70 416 3272). They can also be contacted by email at icb.events@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
PRETORIA, SOUTH AFRICA
11 – 22 MAY 2020

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

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 11 to 22 May 2020.

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:

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