NOTE BY THE TECHNICAL SECRETARIAT

CALL FOR APPLICATIONS FOR AN ONLINE TRAINING COURSE ON FULFILLING DECLARATIONS AND INSPECTIONS OBLIGATIONS UNDER ARTICLE VI OF THE CHEMICAL WEAPONS CONVENTION 1 MARCH – 15 APRIL 2021

1.   The Technical Secretariat (hereinafter "the Secretariat") is pleased to announce that an online training course on fulfilling declarations and inspections obligations under Article VI of the Chemical Weapons Convention (hereinafter "the Convention") will be held from 1 March to 15 April 2021.

2.   The training course has two main objectives: to facilitate the submission by National Authorities of accurate and timely annual declarations required under Article VI of the Convention ("Activities Not Prohibited Under This Convention"); and to provide practical guidance to States Parties on receiving and escorting OPCW inspections. The training course is also intended to raise general awareness among stakeholders on the requirements under Article VI of the Convention regarding national implementation.

3.   This course is primarily intended for representatives of National Authorities and relevant stakeholders, particularly in the chemical industry and trade associations, who are involved in compiling data and preparing national declarations and in the inspection process.

4.   The course will provide participants with an opportunity to refresh their knowledge and skills relating to Article VI requirements. The course will also provide information on recent developments around Article VI and offer participants an opportunity to share experiences, ask questions, and clarify and discuss related issues.

5.   The training course comprises the following three steps—participants are expected to attend the sessions under steps (b) and (c) on either of the two dates provided:

(a)   self-paced learning of resources available on the OPCW online learning platform, TalentSoft (from 1 to 31 March 2021);

(b)   a three-hour live session (online): declaration exercises using the Electronic Declaration Information System (EDIS) software and Q&A (17 and 18 March 2021); and

(c)   a three-hour live session (online): a mock inspection exercise, followed by discussion and Q&A (14 and 15 April 2021).

6.   The topics covered by this training course are as follows:

     (a)   training objectives, programme overview, pre- and post-training activities;

     (b)   updates on Article VI-related issues;

     (c)   status of national implementation of Article VI of the Convention (declarations and inspections);

     (d)   activities monitored under Article VI of the Convention and related declaration requirements;

     (e)   identification of declarable activities;

     (f)   State Party experience and practice;

     (g)   electronic declaration tools – EDIS and SIX;

     (h)   mandate of OPCW industry inspections and the role of the National Authority and industry in receiving and escorting inspections;

     (i)   pre-inspection planning, on-site and post-inspection activities;

     (j)   the next steps following an OPCW inspection; and

     (k)   contribution of the Article VI verification regime to countering terrorism.

7.   States Parties are requested to disseminate information on this training course to the national stakeholders. Participants must:

     (a)   be involved, at the national level, in the fulfilment of Article VI obligations (identification of declarable activities, preparation of annual declarations, receiving and escorting OPCW inspections);

     (b)   not have participated in this training courses in the past five years;

     (c)   have a good command of English, both oral and written;

     (d)   have completed the OPCW e-learning modules described below (available online at https://www.opcw.org/opcw-e-learning):

          (i)   Identification of Declarable Activities Under Article VI of the Convention;

          (ii)   Introduction to Article VI Declarations;

          (iii)   Introduction to the Electronic Declaration Information System (EDIS);

          (iv)   Introduction to Secure Information Exchange (SIX); and

          (v)   Preparing for and Receiving an Article VI Inspection by Plant Site; and

     (e)   have completed and submitted the Self-Assessment and Training Action Plan Form (Annex 2).

8.   Interested applicants are invited to register their application online through Eventus, the OPCW event management system (https://apps.opcw.org/eventus/Home/EventDetail/241). Applicants should first create an account and then register for the event (use of Google Chrome is advisable). Each application must be endorsed by the Head or Chief Coordinator of the National Authority of the applicant's State Party through the submission of the endorsement form (attached as Annex 1 to this Note), which must be signed and stamped.

9.   Interested applicants are also requested to complete electronically the Self-Assessment and Training Action Plan Form (attached as Annex 2 to this Note). It is strongly recommended that applicants use a Microsoft Word version of the self-assessment form, which can be obtained from the Implementation Support Branch by writing to the project assistant of this training course (olukemi.adenuga@opcw.org), clearly stating "online Article VI training" in the subject line of the message.

10.   The National Authority Endorsement Form and the Self-Assessment and Training Action Plan Form, as well as scanned certificates of completion of five e-learning modules, need to be uploaded in Eventus before the deadline for the application, **28 February 2021**.

11.   Additional information about the course may be obtained from the Implementation Support Branch, International Cooperation and Assistance Division of the Secretariat. The contact persons are Ms Chizu Matsushita (email: chizu.matsushita@opcw.org) and Ms Olukemi Adenuga (olukemi.adenuga@opcw.org).

Annexes:

Annex 1:   National Authority Endorsement Form

Annex 2:   Self-Assessment and Training Action Plan Form

Annex 1

**ONLINE TRAINING COURSE
ON FULFILLING DECLARATIONS AND INSPECTIONS OBLIGATIONS
UNDER ARTICLE VI OF THE CHEMICAL WEAPONS CONVENTION
1 MARCH – 15 APRIL 2021**

ENDORSEMENT BY THE NATIONAL AUTHORITY

This form must be duly filled and uploaded when registering the participant electronically (https://apps.opcw.org/eventus/Home/EventDetail/241).

I, _____, Head/Chief Coordinator of the

National Authority of the State Party of _____,

on behalf of the Government of _____, hereby endorse the

application of Mr/Ms _____, holding the

position/designation of _____

in the Office/Division/Branch of _____,

for participation in the online Training Course on Fulfilling Declarations and Inspections Obligations Under Article VI of the Chemical Weapons Convention, to be held from **1 March to 15 April 2021**.

Signature: _____
[an electronic signature is acceptable]

Name: _____

Designation: _____

Telephone: _____

Email: _____

Deadline for applications: 28 February 2021

Annex 2

**ONLINE TRAINING COURSE
ON FULFILLING DECLARATIONS AND INSPECTIONS OBLIGATIONS
UNDER ARTICLE VI OF THE CHEMICAL WEAPONS CONVENTION
1 MARCH – 15 APRIL 2021**

SELF-ASSESSMENT AND TRAINING ACTION PLAN

The two tables below must be completed by the applicant of the training course him/herself. The tables should be completed **electronically** and submitted as part of the application requirements through Eventus (https://apps.opcw.org/eventus/Home/EventDetail/241) **by Sunday, 28 February 2021**.

SELF-ASSESSMENT

Name of participant	
Job title and organisation	
State Party	
Your experience in relation to fulfilling Article VI obligations	
Status of Article VI implementation in your country (including the number of sites declared, the number of OPCW inspections received, etc.)	
What are the issues or challenges that need to be addressed and overcome to enhance the level of Article VI implementation in your country?	
By participating in this training course, what specific areas would you like to improve in regard to the implementation of Article VI in your country?	
Does the National Authority of your country use the Electronic Declaration Information System (EDIS) and the Secure Information Exchange (SIX) System?	EDIS: Yes [ ] No [ ] SIX: Yes [ ] No [ ] Comments:
Participation in this training course requires that the EDIS software is installed on the computer you will be using to participate in the course.	I agree to install EDIS software on my computer ahead of the training course. Yes [ ] No [ ] Comments:

TRAINING ACTION PLAN

Please indicate at least one area/challenge.

Areas of Article VI national implementation that need to be improved/enhanced.	Please specify your own action plan and time frame to address the areas identified.	Please explain how your participation in the training course will have a positive impact on the areas identified. How would the impact be measured?
1	1	1
2	2	2
3	3	3

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