

**NOTE BY THE TECHNICAL SECRETARIAT****INVITATION TO APPLY FOR A WORKSHOP ON GENERAL ASPECTS
OF CHEMICAL SAFETY AND SECURITY IN LABORATORIES
MILAN, ITALY
20 – 22 SEPTEMBER 2022****Purpose of the workshop**

1. The Technical Secretariat (hereinafter “the Secretariat”) wishes to inform Member States that it will hold a workshop on general aspects of chemical safety and security in laboratories in Milan, Italy from 20 to 22 September 2022. The workshop will be co-organised by the OPCW and the Institute of Chemical Sciences and Technologies “Giulio Natta” (SCITEC) of the Italian National Research Council (CNR) in cooperation with Federchimica (Italy), and with support from the National Authority of the Italian Republic.
2. The objective of the workshop is to provide an update on the current standards, policies, and best practices in chemical safety and security in both research and industrial experimental work set-ups. It has been designed for specialised personnel, such as safety coordinators and environmental health and safety or security managers, as well as representatives of related policy-making institutions from OPCW Member States. The workshop is being implemented within the scope of the capacity-building programmes on the peaceful applications of chemistry under Article XI of the Chemical Weapons Convention.

Content

3. The three-day programme will include theoretical lectures, as well as practical and interactive sessions, as follows:
 - (a) Participants will be introduced to the general framework in which the OPCW and other organisations work to promote chemical safety and security management. They will also gain more in-depth knowledge about major relevant international policies, legal frameworks, initiatives, and tools, such as the Global Harmonized System (GHS) and the Emergency Response Guidebook (ERG) manual, among others. The workshop will feature a series of lectures dedicated to hazardous chemicals and related risk assessment, personal protection equipment, prevention strategies, emergency management, environmental impact, and analysis of example cases of incidents in chemical laboratories and at work sites. Special attention will be also paid to sustainability, green chemistry, and alternatives to highly hazardous chemicals.



- (b) Table-top exercises in the fields of emergency response and risk assessment at the site of an incident involving hazardous chemicals will be conducted in order to provide participants with the practical skills needed to take action in chemical emergency scenarios as technical advisors or decision makers.
 - (c) One didactical module will be devoted to practical training in a chemical research laboratory with a description of best practices and an interactive display of personal protective equipment and safety tools in the event of minor chemical accidents in confined spaces.
 - (d) Participants will also be encouraged to present case studies and issues from their organisations and engage in an interactive discussion to identify gaps and needs, and make specific proposals on how to improve existing practices in chemical safety and security management in their respective institutions and countries.
4. The workshop will accommodate a maximum of 20 participants from OPCW Member States. Participants will be selected based on their qualifications and experience.

Admission requirements

5. The workshop is open to those who:
- (a) have a minimum of a first degree (BSc or equivalent) in chemical or environmental sciences, technologies, or engineering from a recognised university or institution (or a degree in other fields in combination with at least five years of qualifying experience, as referred to in subparagraph (b) below); and
 - (b) have been working in the chemical industry, research and academia, specialised institutions performing laboratory-scale activities involving hazardous chemicals, or governmental agencies that coordinate chemical safety or security at such establishments.
6. The workshop will be conducted in English. Candidates must therefore have a strong command of both written and spoken English.
7. Female candidates are encouraged to apply.

Selection procedure

8. Applications will be carefully screened based on the criteria specified in paragraphs 5 and 6 above. The Secretariat may decide to interview applicants. Successful candidates will be contacted for admission **no later than 24 June 2022**.

Application procedure

9. Interested applicants are invited to apply online through Eventus—the OPCW event management system (<https://apps.opcw.org/eventus>). Applicants should create an account in Eventus and then register for the training course. Applicants should complete the application form annexed to this Note, making sure to provide all requested contact details, and in particular a valid email address or fax number. Applicants who fail to provide all the supporting documentation requested in section 5 of the application form

cannot be considered. The completed form, together with a detailed curriculum vitae and a mandatory recommendation from the National Authority or Permanent Representation of the applicant's country to the OPCW, should be uploaded to the Eventus platform. Interested applicants who, for technical reasons, are unable to submit their application online via Eventus are requested to email the application form to the Director of the International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR, The Hague, the Netherlands by email to: icb.events@opcw.org (please include "Chemical Safety and Security in Laboratories, Italy, 2022" in the subject line). All applications duly endorsed by the National Authority or Permanent Representation must be received by the Secretariat **no later than 10 June 2022**.

10. Additional information about this opportunity may be obtained by email from the International Cooperation Branch of the OPCW (icb.events@opcw.org) and Dr Matteo Guidotti, SCITEC-CNR (Tel.: +39 02 50314428; Email: matteo.guidotti@scitec.cnr.it).

Annex: Application Form

Annex

**CHEMICAL SAFETY AND SECURITY IN LABORATORIES
MILAN, ITALY
20 – 22 SEPTEMBER 2022**

APPLICATION FORM

1. Before completing this form, applicants should read the guidelines presented in the cover Note to confirm their eligibility.
2. Applicants should complete sections 1 to 4, attach the documents listed in section 5, and sign the form in section 6. The form should then be sent to either their National Authority or the Permanent Representation of their country to the OPCW, with a request to complete section 7.
3. The National Authority or Permanent Representation should complete section 7 and upload the endorsed application to the Eventus platform **no later than 10 June 2022**.

Please type or use BLOCK LETTERS

SECTION 1. PERSONAL AND CONTACT DETAILS			
Family name of nominee*			
First name(s)*			
Work address			
Home address			
Date of birth	Day:	Month:	Year:
Citizenship			
Gender**	Female <input type="checkbox"/>	Male <input type="checkbox"/>	
Passport number			
Date of issue	Day:	Month:	Year:
Date of expiry	Day:	Month:	Year:
Place of issue			
Email address			
Telephone numbers, including country and city codes	Home:		
	Work:		
	Mobile:		
Fax numbers, including country and city codes	Home:		
	Work:		

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

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

SECTION 5. SUPPORTING DOCUMENTATION

Please attach the following documents to your application:

- (a) a letter of recommendation from your supervisor, which confirms your qualifications in light of paragraph 5 of the cover Note, and that attests to the relevance of this workshop to the work of the institution at which you are working;
- (b) an updated curriculum vitae; and
- (c) a photocopy of the personal identification pages of your passport.

Applications without full supporting documentation cannot be accepted.

SECTION 6. SIGNATURE OF APPLICANT

Signature: _____

Date: _____

SECTION 7. RECOMMENDATION FROM THE NATIONAL AUTHORITY OR THE PERMANENT REPRESENTATION

Signature, with seal or stamp, of an authorised representative of the National Authority or of the Permanent Representation to the OPCW

Date: _____