



NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A BASIC ANALYTICAL CHEMISTRY COURSE
ONLINE EVENT VIA MICROSOFT TEAMS AND TALENTSOFT
14 – 24 NOVEMBER 2022**

Background

1. The OPCW Technical Secretariat (hereinafter “the Secretariat”) wishes to inform Member States that a basic analytical chemistry course will be held online via Microsoft Teams and Talentsoft, from 14 to 24 November 2022.
2. The aim of the analytical chemistry course is to assist qualified analytical chemists from Member States with economies that are developing or in transition in acquiring further knowledge and experience, specifically in the analysis of chemicals related to the Chemical Weapons Convention (hereinafter “the Convention”), and to facilitate the adoption of good laboratory practices and quality standards among the Member States.

Content

3. This course will be divided into two main parts:
 - (a) independent study of online training materials consisting of presentations (with audio) and videos (with subtitles); and
 - (b) live, interactive online sessions.
4. Participants will be granted online access to the training materials from 14 to 18 November 2022 for independent, self-paced study. The materials will consist of five thematic modules:
 - (a) Module 1: Introduction to the Convention and the OPCW, and viewing of a video about the OPCW;
 - (b) Module 2: Introduction to scheduled chemicals and their chemical properties;
 - (c) Module 3: Analysis strategies and element-specific detectors
 - (d) Module 4: the OPCW Central Analytical Database (OCAD); the Automated Mass Spectral Deconvolution and Identification System (ADMIS) and the National Institute of Standards and Technology database (NIST); and
 - (e) Module 5: Sample preparation: solid phase extraction, simplified hydrocarbon clean-up, and derivatisation.



5. On 21 November 2022 participants will take an online test aiming to verify the knowledge acquired over the course of the previous week. The participants who pass the test will be divided into three groups and invited to attend the live interactive sessions, which will take place on 22, 23, and 24 November via Microsoft Teams.
6. Live online sessions will be dedicated to discussion and question and answer sessions. Experts from the OPCW Laboratory will first summarise the content of each module, and participants will then have the opportunity to ask questions.
7. This training course will accommodate a maximum of 45 participants from OPCW Member States who will be selected based on their qualifications and experience.

Admission requirements

8. The course is open to those who:
 - (a) have a minimum of a first degree (BSc or equivalent) in analytical chemistry, chemistry, or related chemical sciences from a recognised university or institution;
 - (b) have theoretical and practical preparedness in analytical chemistry, including work experience with gas chromatography – mass spectrometry (GC-MS) techniques;
 - (c) are citizens of Member States, the economies of which are developing or in transition; and
 - (d) have been working in a chemical laboratory or research institution in their home country **for at least three years**.
9. This training course will be conducted in English. Candidates must therefore have a strong command of both written and spoken English.
10. Female candidates are encouraged to apply.

Selection procedure

11. Applications will be carefully screened based on the criteria specified in paragraphs 8 and 9 above.

Application procedure

12. Interested candidates 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 may a complete set of application documents be submitted via email attachment to icb.events@opcw.org, with the reference “Basic Analytical Chemistry Course 2022” in the subject line of the message.

13. Only nominations endorsed by the National Authority or Permanent Representation will be considered. Each application must be endorsed digitally on the Eventus platform by the nominee's respective National Authority. A passport and an up-to-date curriculum vitae must be uploaded during the online registration process. Nominees must indicate their practical and work experience in their curricula vitae.
14. Applications must be submitted to the Secretariat **no later than 21 October 2022**. Additional information may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division. The contact persons are Mr Roman Warchol, Senior Programme Officer (Tel: +31 (0)70 416 3476; Email: roman.warchol@opcw.org) and Ms Rufaro Kambarami, Project Assistant (Tel: +31 (0)70 416 3272; Email: rufaro.kambarami@opcw.org).

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