



S/2420/2025

24 June 2025

ENGLISH and FRENCH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A GENERAL TRAINING COURSE ON THE
CHEMICAL WEAPONS CONVENTION FOR NATIONAL AUTHORITIES
AND RELEVANT STAKEHOLDERS IN AFRICA
GABORONE, BOTSWANA
7 – 9 OCTOBER 2025**

1. The Technical Secretariat of the OPCW (the Secretariat) is pleased to announce that a three-day general training course on the Chemical Weapons Convention (the Convention) and national obligations thereunder will be held in Gaborone, Botswana, from 7 to 9 October 2025, for the personnel of National Authorities and relevant stakeholders in the African region.
2. The purpose of the course is to assist States Parties in complying with their obligations under the Convention by enhancing the knowledge and skills of the personnel of National Authorities and relevant stakeholders.
3. The general training course is intended primarily for personnel of National Authorities and their relevant stakeholders who are responsible for the specific tasks involved in the implementation of the Convention at the national level, and who have little or limited knowledge in this area. The course will include both theoretical and practical exercises. The provisional programme for the course is attached as the Annex to this Note.
4. The objectives of the training course are to:
 - (a) strengthen the understanding of the Convention and relevant obligations among personnel of National Authorities of States Parties;
 - (b) improve the capacity of National Authorities to design and deliver national training courses on Convention implementation; and
 - (c) enhance the capacities of National Authorities to identify and engage relevant national stakeholders in the implementation of the Convention.
5. The course will be conducted in English and French, with interpretation services between the two languages. Participants are therefore expected to have a good command, both written and oral, of English and/or French.
6. States Parties whose nationals have not previously participated in basic or similar courses organised by the Secretariat are particularly encouraged to nominate candidates for participation. Priority will be given to one candidate from each such State Party.



7. National Authorities are expected to identify new personnel or important national stakeholders who are suitable applicants, and to bring this opportunity to their attention. The Secretariat strongly encourages States Parties and National Authorities to seek, support, and endorse applications from qualified women candidates. Nominees who have previously participated in a similar OPCW training course will not be considered.
8. Applicants nominated by the National Authority should submit their applications online through Eventus—the OPCW event management system (<https://eventus.opcw.org/>)—no later than **Friday, 15 August 2025**. All applications must be electronically endorsed by a designated approver from the National Authority. This will be followed by a final review by the Secretariat.
9. Nominated applicants are required to complete the international cooperation and assistance e-learning modules 1 to 4 before the application deadline (15 August 2025). The international cooperation and assistance e-learning modules can be accessed through the OPCW website (<https://learn.opcw.org/course/index.php?categoryid=21>). Access is free and requires a one-time registration. After registering online, users can access the e-learning material.
10. Applicants are requested to submit certificates of completion of the international cooperation and assistance e-learning modules 1 to 4 via email to Mr Alberto Fernandez (alberto.fernandez@opcw.org) well before the application deadline. Completion of other modules is optional.
11. The Secretariat will sponsor one participant per State Party. For sponsored participants, the Secretariat will cover the costs of travel, accommodation, meals, and medical insurance for the duration of the course, and will provide a limited subsistence allowance to cover sundry expenses. The Secretariat will not pay for medical assistance. Participants should therefore be fit to travel. All participants taking prescribed medication should arrive with supplies sufficient for the duration of the event.
12. The Secretariat will arrange accommodation for all sponsored participants. Participants who do not intend to use this accommodation are requested to indicate this no later than four weeks before the course starts, so that the Secretariat does not incur hotel cancellation fees. In any case, the Secretariat will not cover the costs of any accommodation it has not arranged itself.
13. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Botswana. When applying for any required entry visas, they should present a copy of the acceptance letter from the OPCW to the Embassy or Consulate of Botswana.
14. Additional information about the event and the general training course may be obtained from the Implementation Support Branch of the International Cooperation and Assistance Division. The contact persons are: Ms Elena Gjoreska (Tel: +31 (0) 613 685 631; Email: elena.gjoreska@opcw.org); and Mr Alberto Fernandez (Tel: +31 (0) 648 438 461; Email: alberto.fernandez@opcw.org).

Annex

**GENERAL TRAINING COURSE ON THE CHEMICAL WEAPONS CONVENTION
FOR NATIONAL AUTHORITIES AND RELEVANT STAKEHOLDERS IN AFRICA
GABORONE, BOTSWANA
7 – 9 OCTOBER 2025**

PROVISIONAL PROGRAMME

| Time | Activity |
|---|---|
| <i>Tuesday, 7 October 2025</i> | |
| AM | Registration |
| | Opening ceremony and group photograph |
| | Interactive review of knowledge gained on e-learning modules 1 to 4; question-and-answer session |
| | <i>Coffee/tea break</i> |
| | Introduction to the OPCW |
| | The role of National Authorities in the implementation of the Chemical Weapons Convention in relation to coordination and national implementing legislation: review and exercises |
| | <i>Lunch</i> |
| PM | The status of national implementation measures under Article VII in Africa |
| | <i>Coffee/tea break</i> |
| | Breakout groups: Guided group discussion: reflections on the attributes of effective National Authorities |
| | Breakout groups: Reporting on guided group discussion conclusions: the attributes of the effective functioning of National Authorities |
| | The verification regime under the Chemical Weapons Convention |
| <i>Wednesday, 8 October 2025</i> | |
| AM | Article III and VI declarations requirements |
| | <i>Coffee/tea break</i> |
| | Identification of scheduled chemicals and declarable activities |
| | Exercises on the identification of chemicals |
| | Preparing declarations |
| | <i>Lunch</i> |
| PM | Electronic declarations and introduction to the Electronic Declaration Information System (EDIS) and the Secure Information Exchange System (SIX) |
| | Quiz and exercises on declarations under Article VI |
| | <i>Coffee/tea break</i> |
| | Industry verification provisions |

| Time | Activity |
|---------------------------------|---|
| Thursday, 9 October 2025 | |
| AM | Receiving Article VI inspections |
| | The National Implementation Framework as a planning tool |
| | <i>Coffee/tea break</i> |
| | Programmes of the International Cooperation and Assistance Division |
| | Stakeholder engagement |
| | <i>Lunch</i> |
| PM | Breakout groups: Developing national action plans to roll out training and undertake other pertinent activities at the national level (using templates to be provided by the Implementation Support Branch) |
| | <i>Coffee/tea break</i> |
| | Wrap-up: <ul style="list-style-type: none"> - Post-training test - Evaluation of the course - Participant reflection on outcomes and closing remarks |