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ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

PROFICIENCY TESTING COURSE, OPCW CENTRE FOR CHEMISTRY AND TECHNOLOGY, THE NETHERLANDS, 13 – 17 OCTOBER 2025

Background

1. The OPCW Technical Secretariat (the Secretariat) wishes to inform Member States that it will hold a proficiency testing course at the OPCW Centre for Chemistry and Technology in Pijnacker-Nootdorp, the Netherlands, from 13 to 17 October 2025.
2. The aim of the proficiency testing course is to assist qualified analytical chemists from laboratories in OPCW Member States in acquiring the further knowledge and experience necessary to successfully participate in the proficiency testing organised by the OPCW Laboratory.

Content

3. This five-day course will cover the following topics: organic and aqueous sample preparation and analysis using gas chromatography-mass spectrometry (GC-MS) and liquid chromatography-mass spectrometry (LC-MS); an introduction to the OPCW Central Analytical Database, the Automated Mass Spectral Deconvolution and Identification System, and the National Institute of Standards and Technology database; and reporting for proficiency tests.
4. This training course will accommodate a maximum of 10 participants from OPCW Member States who will be selected based on their qualifications and experience.

Admission requirements

5. 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 with relevant practical and theoretical experience in analytical chemistry, specifically with gas chromatography (GC) and GC-MS;
 - (b) preferably have previously participated in any of the analytical chemistry courses or laboratory support projects organised by the OPCW, or work in a laboratory that applied for the Laboratory Twinning and Assistance Programme;
 - (c) preferably have previously participated in OPCW proficiency tests and/or Chemical Weapons Convention Chemical Analysis Competency Testing (CCACT); and



- (d) have been working in a chemical laboratory or research institution **for at least three years.**
- 6. All course activities will be conducted in English, and no interpretation services of any kind will be provided. Candidates must therefore have a strong command of both written and spoken English. Any candidate who is found upon arrival not to meet this requirement may not be allowed to continue their participation in the course.
- 7. Applicants who have successfully completed the online proficiency testing course in the past may be given priority in the selection.
- 8. The Secretariat strongly encourages States Parties and National Authorities to seek, support, and endorse applications from qualified women candidates.

Sponsorship

- 9. For sponsored participants, the cost of the course and accommodation will be covered by the Secretariat. In addition, the Secretariat will pay for international travel, meals, visas, and emergency medical and travel insurance, and will provide a limited subsistence allowance to cover sundry expenses in accordance with OPCW rules.
- 10. The Secretariat will not pay for medical assistance. Therefore, participants should be fit for travel. All participants taking prescribed medication should arrive with supplies sufficient for the duration of the event.
- 11. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. The Secretariat will not cover expenses unrelated to the course, or that result from changes to travel arrangements that it has not authorised.

Application procedure

- 12. Interested candidates are invited to submit their applications through Eventus, the OPCW event management system (<https://eventus.opcw.org/>). Applicants must first create an account and then register for the event.
- 13. Each application must be endorsed digitally on the Eventus platform by the nominee's respective National Authority. Only nominations endorsed by the National Authority or Permanent Representation of the candidate's country to the OPCW will be considered. Nominees must attach their curriculum vitae with a detailed explanation of their work experience and the analytical techniques they are familiar with. Incomplete or improperly completed applications cannot be considered.
- 14. Applications must be submitted to the Secretariat **no later than 2 September 2025**. Additional information may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division. The contact persons are Ms Ting Zhang, Senior Administrative Assistant (Email: ting.zhang@opcw.org) and Mr Roman Warchol, Senior Programme Officer (Email: roman.warchol@opcw.org).
- 15. Candidates who have not been contacted by the OPCW by 9 September 2025 should consider that their application has been unsuccessful.