



OPCW

Technical Secretariat

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ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT
CALL FOR NOMINATIONS FOR AN EXECUTIVE PROGRAMME
ON INTEGRATED CHEMICALS MANAGEMENT
SEOUL, THE REPUBLIC OF KOREA
16 – 18 DECEMBER 2025

PURPOSE OF THE COURSE

1. The Technical Secretariat of the OPCW (the Secretariat) wishes to inform Member States that it will organise an Executive Programme on Integrated Chemicals Management, which will be held in Seoul, the Republic of Korea, from 16 to 18 December 2025.
2. The programme is open to chemical engineers, chemists, and relevant government, industry, or other professionals who have managerial and leadership responsibilities in producing, processing, handling or regulating chemicals.
3. Aligned with Article XI of the Chemical Weapons Convention (the Convention), the programme aims to promote the peaceful application of chemistry with a focus on integrated chemicals management within the chemical industry. The programme will serve as a platform for sharing best practices and fostering dialogue on effective approaches to integrated chemicals management.

STRUCTURE OF THE PROGRAMME

4. This programme will raise awareness about the risks posed by commercially available dual-use chemicals and promote appropriate risk management strategies. It will facilitate exchanges of best practices among the participating experts on relevant integrated chemicals management such as chemical safety and security management, chemical waste management, and the influence of emerging technologies including artificial intelligence on the chemical industry. Moreover, the programme will encourage coordination among the represented sectors of the chemical industry, and explore ways to strengthen cooperation between industry partners, national focal points, and the Secretariat to enhance partnerships and international cooperation efforts. A detailed programme agenda will be shared with the selected participants at a later stage.

SPONSORSHIP

5. The Secretariat will sponsor a limited number of participants. For sponsored participants, the Secretariat will cover the costs of travel, meals, and medical insurance, and will provide a limited subsistence allowance to cover sundry expenses. The Secretariat will also arrange and pay for accommodation for sponsored participants. A letter with the detailed programme agenda and information on the venue will be sent to all sponsored and registered participants in due course.



6. The Secretariat also encourages Member States to nominate participants who do not require sponsorship.

ELIGIBILITY REQUIREMENTS AND SELECTION PROCEDURE

7. The Secretariat will select participants according to the following criteria:
 - (a) Required: Applicants must have at least 10 years of progressively responsible work experience in areas including but not limited to the following: the chemical industry, governmental agencies regulating chemicals, chemical industry associations, academia, and other relevant areas.
 - (b) Desirable: It is advantageous if applicants have experience in chemical plant operation, process safety, health, safety, and environment, and any other operational matters at a managerial level, or experience in developing policies and procedures for chemical safety and security management, among other areas.

APPLICATION PROCEDURE

8. Interested applicants are invited to apply online through Eventus, the OPCW event management system (<https://eventus.opcw.org>), no later than 20 November 2025. Applicants should create an account in the Eventus system and then register for the programme. Please note that all questions marked with an asterisk (*) in the online form must be answered for the candidate to be considered for this event. Applicants must include a complete curriculum vitae, as well as a copy of the biographical data pages of their passport.
9. Applications must be reviewed and endorsed electronically in the Eventus system by the respective National Authorities; this will be followed by a final review and selection by the Secretariat. In case interested applicants have difficulties in submitting their applications online via Eventus, they are requested to send an email explaining the problem to icb@opcw.org, stating the name and location of the event in the subject line of the message.
10. Each application should specify whether sponsorship is a condition of the nominee's participation. Member States are welcome to nominate participants for whom sponsorship is not required. The Secretariat strongly encourages applications from qualified women candidates. Only selected candidates will be notified by the Secretariat.

ADMINISTRATIVE AND LOGISTICAL INFORMATION

11. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. It will purchase tickets and send them to participants. To keep the Secretariat's costs to a minimum, participants are expected to arrive no earlier than Monday, 15 December 2025 and to depart no later than Friday, 19 December 2025. The agreement of the Secretariat is required for any changes to arrival and departure dates. The Secretariat will not cover expenses unrelated to the programme or those that result from changes to travel arrangements that it has not authorised. Sponsored participants must bear all costs arising from changes they make, including cancellations, once the Secretariat has purchased tickets. Participants who have not been sponsored are requested to make their own travel and accommodation arrangements.

12. Participants are requested to obtain any necessary visas (including transit visas) before travelling to the event. When applying for an entry visa, they should present a copy of the acceptance letter from the OPCW to the Embassy or Consulate of the Republic of Korea.
13. The programme will be conducted entirely in English. All participants are therefore expected to have a good written and oral command of the language.
14. Additional information about the programme may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division of the OPCW. The OPCW contact persons for the workshop are Mr Taeon Kim, Programme Officer (taeon.kim@opcw.org) and Ms Rufaro Kambarami, Project Assistant (rufaro.kambarami@opcw.org).

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