
International Cooperation and Assistance Division

S/30/97

10 December 1997

Original: ENGLISH

AN INVITATION TO PROPOSE CANDIDATES FOR TWO NINE-DAY COURSES FOR PERSONNEL INVOLVED IN THE IMPLEMENTATION OF THE CHEMICAL WEAPONS CONVENTION

1. In early 1998 the Secretariat will arrange two nine-day courses for personnel involved in the implementation of the Chemical Weapons Convention. One course has an emphasis on national implementation from the political and diplomatic point of view, whereas the other course is more concerned with the administrative aspects of implementing the Convention. The course curricula are attached to this Note as annexes 1 and 2.
2. The courses will take place in parallel at the Dutch Defence College (Instituut Defensie Leergangen) in Ypenburg just outside The Hague, the Netherlands, from 30 March to 7 April 1998. The participation fee for each course will be NLG 1,000 per person, which includes full board, medical insurance, the costs of course material and handouts, and course-related travel within the Netherlands. The fee does not include travel to and from the Netherlands, and is payable in advance of the course.
3. The courses are primarily designed for persons who would face a multitude of responsibilities when preparing for the implementation of the Convention and when actually implementing it. The first course is mainly intended for persons with a background in politics or diplomacy, who are handling broad policy-oriented national Convention issues, whereas the second course targets personnel of National Authorities who are responsible for the day-to-day administration of the implementation of the Convention. The courses will only briefly touch upon tasks relating to the destruction of chemical weapons stockpiles and chemical weapons production facilities.
4. The medium of instruction for the courses will be English. It will not be possible for participants to follow either of these two courses without a good working knowledge of that language. No interpretation in any form will be provided.
5. Extensive background material on the subjects covered by the courses will be made available upon confirmation of participation, to allow participants to prepare themselves for the courses. Upon request, this material will be sent to the respective missions in The Hague and Brussels for forwarding to participants.

6. The Secretariat expects to be able to sponsor the travel and participation in the courses of a limited number of candidates from Member States of the OPCW. When candidates for the courses are proposed, it should be specified whether sponsorship is a precondition for their participation. Participants in previous courses for personnel of National Authorities arranged by the Secretariat will not be considered for such sponsorship.
7. Member States of the OPCW which did not send participants to any such courses previously organised by the Secretariat of the Preparatory Commission are especially encouraged to submit candidates for the present courses. One candidate from each such Member State will be given priority.
8. Applications are also encouraged from signatory States on behalf of candidates who will participate at their own expense. The number of places available for candidates from signatory States may, however, be limited.
9. Member States and signatory States are invited to submit the names of candidates for participation in the course to the Secretariat not later than 16 February 1998. Applications received after that date will normally not be considered. Applications, containing the information outlined in annex 3 to this Note, should be addressed to The Director, International Cooperation and Assistance Division, OPCW, Laan van Meerdervoort 51, NL-2517 AE The Hague, The Netherlands, fax +31-70-360 0944, or should be sent by e-mail to **webmaster@opcw.nl**
10. Additional information pertaining to the course may be obtained from the International Cooperation and Assistance Division, which can be contacted as specified in the previous paragraph.

Annex 1

CURRICULUM FOR A NINE-DAY COURSE FOR PERSONNEL INVOLVED IN POLITICAL AND DIPLOMATIC ASPECTS OF THE NATIONAL IMPLEMENTATION OF THE CHEMICAL WEAPONS CONVENTION

1. GENERAL

1.1 THE CHEMICAL WEAPONS CONVENTION (CWC)

Develop a conceptually based overview of historic disarmament efforts, as well as an understanding and knowledge of the provisions of the CWC and the rights and obligations of a State Party. The subjects include: an overview of the CWC; the objectives and purposes of the CWC; the benefits of the CWC; and sources of information on the CWC.

Duration: 1 period*

1.2 THE ORGANISATION FOR THE PROHIBITION OF CHEMICAL WEAPONS (OPCW)

Develop understanding and knowledge of the Organisation for the Prohibition of Chemical Weapons, its structure and mission.

Duration: 2 periods*

2. NATIONAL IMPLEMENTATION OF THE CWC

2.1 LEGAL RIGHTS AND OBLIGATIONS UNDER THE CWC

Develop a good insight in the legislative and administrative measures required to implement the CWC in a State Party. Develop a good understanding of various models of implementing legislation as well as of the application of legislation under various legal systems.

Duration: 8 periods

2.2 SETTING UP AND RUNNING A NATIONAL AUTHORITY

Develop a good overview of how National Authorities have been set up in various States Parties. Develop an understanding and knowledge of the measures required to designate or establish a National Authority in a State Party. Demonstrate a good understanding of the obligations under the Convention to be met by national structures including the National Authority, as well as of the relationship between National Authorities and the OPCW. Develop a fundamental understanding of the operational tasks in general of national bodies charged with the implementation of the Convention, including the National Authorities of States Parties.

Duration: 6 periods

2.3 DATA HANDLING AND CONFIDENTIALITY

Develop an understanding and knowledge of data collection, and of the rules of confidentiality and data security.

Duration: 2 periods

2.4 IDENTIFICATION OF DECLARABLE FACILITIES AND ACTIVITIES, INCLUDING TRANSFERS

Develop an overview of problems associated with the identification of declarable activities in a State Party, especially declarable imports. Develop an overview of the provisions governing transfers of scheduled chemicals.

Duration: 1 period

2.5 OPERATIONAL TASKS RELATING TO DECLARATIONS

Develop an understanding of the requirements under the Convention for various types of declarations. Develop some knowledge of the Declaration Handbook.

Duration: 2 periods

2.6 COMMUNICATION WITH THE OPCW, INCLUDING NOTIFICATIONS

Develop a knowledge of how to communicate with the OPCW, including making use of databases at the OPCW which are available to States Parties and of the Notification Handbook. Develop an understanding of how timely information on the CWC and the OPCW can be obtained through the OPCW Website.

Duration: 2 periods*

2.7 OPERATIONAL TASKS RELATING TO INTERNATIONAL COOPERATION, TRADE AND ASSISTANCE

Develop an understanding of the political framework relating to international cooperation, trade and assistance. Develop an understanding of the programmes operated by the OPCW to promote international cooperation in the fields of chemistry and chemical technology.

Duration: 4 periods

3. VERIFICATION

3.1 RECEIVING INSPECTIONS

Develop an understanding of the rights and obligations of a State Party in relation to inspections.

Duration: 1 period

3.2 THE INSPECTION PROCESS

Develop an understanding and knowledge of the inspection process, including the scope of verification, CWC inspection requirements, inspectors' rights and obligations, monitoring and sampling, storage and transport of samples of toxic materials and analytical methods and instrumentation.

Duration: 3 periods*

3.3 ARTICLE IX OF THE CONVENTION

Develop an understanding of consultations and procedures for cooperation and fact-finding, especially of challenge inspections, and the political aspects involved in the application of Article IX.

Duration: 3 periods

3.4 INVESTIGATIONS OF ALLEGED USE

Develop an understanding of investigations of alleged use, including the requirements for requesting an investigation under Article IX or Article X.

Duration: 1 period*

4. USE OF CHEMICAL WEAPONS IN THE 20TH CENTURY

Develop an understanding of the use of chemical weapons in the 20th century.

Duration: 1 period*

5. SCENARIOS INVOLVING NATIONAL AUTHORITY DECISION-MAKING

Develop an understanding of how to apply the provisions of the Convention to "real-life-situations" by using decision-making scenarios.

Duration: 11 periods

Duration: 11 periods (of which 4 periods* for presentation of solutions to the scenarios)

Total suggested duration of the lectures, exercises and scenarios: 48 periods

In addition, 4 periods are required for opening of the course, administrative matters, course evaluation and closing of the course. The total duration of the course will thus be 52 periods, of which 8 lecture periods, 4 scenario presentation periods and 4 “other” periods could be together with an administration-oriented course which is taking place at the same time, for a different audience.

Annex 2

CURRICULUM FOR A NINE-DAY COURSE FOR ADMINISTRATIVE PERSONNEL INVOLVED IN THE NATIONAL IMPLEMENTATION OF THE CHEMICAL WEAPONS CONVENTION

1. GENERAL

1.1 THE CHEMICAL WEAPONS CONVENTION (CWC)

Develop a conceptually based overview of historic disarmament efforts, as well as an understanding and knowledge of the provisions of the CWC and the rights and obligations of a State Party. The subjects include: an overview of the CWC; the objectives and purposes of the CWC; the benefits of the CWC; and sources of information on the CWC.

Duration: 1 period*

1.2 THE ORGANISATION FOR THE PROHIBITION OF CHEMICAL WEAPONS (OPCW)

Develop understanding and knowledge of the Organisation for the Prohibition of Chemical Weapons, its structure and mission.

Duration: 2 periods*

2. NATIONAL IMPLEMENTATION OF THE CWC

2.1 LEGAL RIGHTS AND OBLIGATIONS UNDER THE CWC

Develop an overview of the legislative and administrative measures required to implement the CWC in a State Party.

Duration: 1 period

2.2 SETTING UP AND RUNNING A NATIONAL AUTHORITY

Develop an understanding and knowledge of the measures required to designate or establish a National Authority in a State Party. Demonstrate a good understanding of the obligations under the Convention to be met by national structures including the National Authority. Develop a fundamental understanding of the operational tasks in general of national bodies charged with the implementation of the Convention, including the National Authorities of States Parties.

Duration: 2 periods

2.3 DATA HANDLING AND CONFIDENTIALITY

Develop an understanding and knowledge of database handling and data collection, and of the rules of confidentiality and data security.

Duration: 3 periods

2.4 IDENTIFICATION OF DECLARABLE FACILITIES AND ACTIVITIES, INCLUDING TRANSFERS

Develop an understanding of how declarable activities in a State Party, especially declarable imports, could be identified, and of the regulations required to ascertain the correct data for declarations. Develop an understanding of the provisions governing transfers of scheduled chemicals.

Duration: 4 periods

2.5 OPERATIONAL TASKS RELATING TO DECLARATIONS

On the basis of theoretical and practical exercises, develop the ability to contribute, with the help of the Declaration Handbook, to the preparation of correct and timely declarations as required under the Convention.

Duration: 8 periods

2.6 COMMUNICATION WITH THE OPCW, INCLUDING NOTIFICATIONS

Develop a knowledge of how to communicate with the OPCW, including making use of databases at the OPCW which are available to States Parties and of the Notification Handbook. Develop an understanding of how timely information on the CWC and the OPCW can be obtained through the OPCW Website.

Duration: 2 periods*

2.7 OPERATIONAL TASKS RELATING TO INTERNATIONAL COOPERATION, TRADE AND ASSISTANCE

Develop an understanding of the operational tasks for States Parties which relate to international cooperation, trade and assistance. Develop an understanding of the programmes operated by the OPCW to promote international cooperation in the fields of chemistry and chemical technology.

Duration: 2 periods

3. VERIFICATION

3.1 RECEIVING INSPECTIONS

Develop an understanding of the rights and obligations of a State Party in relation to inspections.

Duration: 3 periods

3.2 THE INSPECTION PROCESS

Develop an understanding and knowledge of the inspection process, including the scope of verification, CWC inspection requirements, inspectors' rights and obligations, monitoring and sampling, storage and transport of samples of toxic materials and analytical methods and instrumentation.

Duration: 3 periods*

3.3 ARTICLE IX OF THE CONVENTION

Develop an understanding of consultations and procedures for cooperation and fact-finding, especially of challenge inspections.

Duration: 1 period

3.4 INVESTIGATIONS OF ALLEGED USE

Develop an understanding of investigations of alleged use, including the requirements for requesting an investigation under Article IX or Article X.

Duration: 1 period*

4. INTRODUCTION TO CHEMICAL WEAPONS AND PROTECTION AGAINST THEM

4.1 USE OF CHEMICAL WEAPONS IN THE 20TH CENTURY

Develop an understanding of the use of chemical weapons in the 20th century.

Duration: 1 period*

4.2 PROTECTION AGAINST CHEMICAL WEAPONS

Develop an understanding and knowledge of chemical hazards and CW agents and of protection against such agents. Develop an understanding of the databases on protection against chemical weapons available at the OPCW and of how these can be

utilised. Develop an understanding of how information can be obtained through the OPCW information service on, for example, the dangerous properties of chemicals.

Duration: 3 periods

5. SCENARIOS INVOLVING NATIONAL AUTHORITY DECISION-MAKING

Develop an understanding of how to apply the provisions of the Convention to “real-life-situations” by using decision-making scenarios.

Duration: 11 periods (of which 4 periods* for presentation of solutions to the scenarios)

Total suggested duration of the lectures, exercises and scenarios: 48 periods

In addition, 4 periods are required for opening of the course, administrative matters, course evaluation and closing of the course. The total duration of the course will thus be 52 periods, of which 8 lecture periods, 4 scenario presentation periods and 4 “other” periods could be held together with a politically oriented course which is taking place at the same time, for a different audience.

Annex 3

**BASIC INFORMATION ON PERSONS NOMINATED FOR PARTICIPATION IN
THE COURSES FOR PERSONNEL INVOLVED IN THE IMPLEMENTATION OF
THE CHEMICAL WEAPONS CONVENTION**

YPENBURG, THE NETHERLANDS, 30 MARCH - 8 APRIL 1998

(PLEASE COMPLETE THIS FORM USING BLOCK LETTERS.)

1. Course Political aspects / Administrative aspects (please circle the
specific course for which the nominee wishes to be considered)

2. Family Name _____

3. First Name _____
4. Date of Birth _____
5. Nationality _____
6. Sex Male / Female
7. Passport Number _____
8. Date of Issue _____
9. Place of Issue _____
10. Date of Expiry _____

11. Current Contact
Address _____

12. Telephone No. _____
(home/work)
13. Fax _____
No.(home/work)
14. Academic/
Professional
Qualifications: _____
15. Area/s of
Expertise _____
