



## NOTE BY THE TECHNICAL SECRETARIAT

### REQUEST FOR NOMINATIONS OF MEDICAL EXPERTS TO SUPPORT THE OPCW ASSISTANCE AND PROTECTION PROGRAMME 5 – 6 APRIL 2004

1. In order to be able to meet its obligations under Article X of the Chemical Weapons Convention, the Technical Secretariat (hereinafter “the Secretariat”) maintains a state of readiness to provide timely and adequate assistance to States Parties on request. In 2001, the Secretariat issued a paper entitled “Implementation of Article X of the Chemical Weapons Convention: Assistance and Protection against Chemical Weapons” (S/272/2001, dated 1 October 2001), which proposed the establishment of an assistance response system encompassing the mobilisation of international resources offered by States Parties, including medical assistance. Because of the highly specialised nature of the medical activities involved, the ability to fulfil these requirements depends heavily on the availability and input of medical experts from Member States.
2. Some Member States have already offered the services of medical experts to support the OPCW Assistance and Protection Programme, but gaps remain. The table below lists the key disciplines in which services are still required, and specifies what expertise is needed.

<b>Discipline</b>	<b>Expertise Needed</b>
Clinical toxicology	Diagnosis and treatment of chemical weapons injuries
Forensic pathology	Post-mortem examinations of possible chemical weapons fatalities
Epidemiology	Investigation of the causes and features of outbreaks of symptoms, and epidemiology of toxic chemical releases
Disaster and mass-casualty management	Management of on-site medical support, resources, and triage



3. Member States are invited to nominate experts with any of the above qualifications. Nominations, accompanied by a completed copy of the questionnaire that is attached to this Note, should be submitted as soon as possible to:

Assistance and Protection Branch  
International Cooperation and Assistance Division

Fax: +31 (0)70 306 3535  
E-mail: [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org)

4. The Secretariat will arrange a two-day meeting in The Hague that will take place on 5 and 6 April 2004, and will be attended by qualified medical experts nominated by Member States. During the meeting, these experts will have the opportunity to familiarise themselves with the medical aspects of the OPCW Assistance and Protection Programme outlined in S/272/2001, and discussions will be held on methods of developing further the medical component of the Programme. Once the list of participants has been finalised, a detailed programme for the two-day meeting will be sent to all participants.
5. The proceedings of the meeting will be in English, and no interpretation services of any kind will be provided.
6. The Secretariat expects to be able to sponsor a limited number of representatives from Member States from developing countries. Each nomination should specify whether sponsorship is a condition of the nominee's participation. 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. In cases where the Secretariat arranges accommodation for sponsored participants, it will also cover the costs of that accommodation. Sponsored participants who do not intend to use the accommodation provided by the Secretariat are requested to indicate that to the Secretariat as soon as possible so that it does not incur hotel cancellation fees. The daily subsistence allowance will remain unchanged for those participants who opt to make their own accommodation arrangements.
7. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. The Secretariat will purchase tickets and send them to participants. Participants will be allowed to purchase tickets locally only if this leads to further savings for the Secretariat and if the Secretariat authorises it. In order for the Secretariat to keep costs to a minimum, participants are expected to arrive no earlier than Sunday, 4 April 2004 and to depart by Wednesday, 7 April 2004. The Secretariat's agreement is required for any changes to the arrival and departure dates. The Secretariat will not cover expenses unrelated to the meeting or that result from changes in travel arrangements it has not authorised. Sponsored participants shall bear all costs resulting 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, although the Secretariat can, if necessary, arrange accommodation at reduced rates.

8. Questions or requests for additional information may be addressed to the Assistance and Protection Branch (Mr Hassan Mashhadi: telephone +31 (0)70 416 3555, fax +31 (0)70 306 3535), or to the Health and Safety Branch (Dr Brian Davey: telephone +31 (0)70 416 3504, fax +31 (0)70 416 3307).

Annex:

Nomination Form

## Annex

**REQUEST FOR NOMINATIONS OF MEDICAL EXPERTS TO SUPPORT THE  
OPCW ASSISTANCE AND PROTECTION PROGRAMME  
5 – 6 APRIL 2004**

**NOMINATION FORM**

Please submit the completed form **as soon as possible** to:  
The Director, International Cooperation and Assistance Division, OPCW,  
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands  
Fax: +31 (0)70 306 3535; e-mail: [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org).

Please use BLOCK LETTERS.

1.	Government body making the nomination		
2.	Family name of nominee		
3.	First name(s)		
4.	Date of birth	Day	Month Year
5.	Citizenship		
6.	Gender*	Male <input type="checkbox"/>	Female <input type="checkbox"/>
7.	Passport number		
8.	Date of issue	Day	Month Year
9.	Expiry date	Day	Month Year
10.	Place of issue		
11.	Employer		
12.	Employer's address (Please do not give a post office box number)	Street	
		Number	Post code
		City	
		Country	
13.	E-mail address		
14.	Telephone numbers, including country and city codes	Home	
		Work	
		Mobile	
15.	Fax numbers, including country and city codes	Home	
		Work	
16.	Has the nominee previously attended a meeting of this kind?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
		----- If so, when and where?	
17.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
19.	University/institute	Name	
		Place	Country
		Dates of attendance	

\*

For this and all like items below, please tick the appropriate box.

		Degree or diploma obtained	
		Main area of study	
19.	University/institute	Name	
		Place	Country
		Dates of attendance	
		Degree or diploma obtained	
		Main area of study	
21.	Experience and career summary: please provide a brief overview of the nominee's professional career, indicating any areas of special relevance	.....	
		.....	
		.....	
		.....	
		.....	
		.....	
22.	In which of the following disciplines does the nominee have experience?	Clinical toxicology <input type="checkbox"/>	
		Forensic pathology <input type="checkbox"/>	
		Epidemiology <input type="checkbox"/>	
		Disaster management <input type="checkbox"/>	
		For each box you have ticked above, please provide details. ..... ..... ..... ..... .....	
23.	If the nominee has had previous training in the medical aspects of defence against chemical weapons, or in the medical response to chemical incidents, please provide details	.....	
		.....	
		.....	
		.....	
24.	If the nominee has had actual experience interviewing, examining, or treating patients who were exposed to chemical weapons, please provide details	.....	
		.....	
		.....	
		.....	

25.	If the nominee has had experience investigating the alleged use of chemical weapons, please provide details	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
26.	If the nominee has had any actual experience responding to a release of toxic chemicals, please provide details	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>