



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/420/2004

4 May 2004

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**INVITATION TO PARTICIPATE IN THE FIRST INTERNATIONAL BASIC COURSE
ON ASSISTANCE AND PROTECTION
KRUŠEVAC, SERBIA AND MONTENEGRO
5 – 9 JULY 2004**

1. On behalf of the Government of Serbia and Montenegro and the Organisation for the Prohibition of Chemical Weapons (hereinafter “the Secretariat”), the Director-General invites Member States, to participate in the first international basic course on assistance and protection, which will take place from 5 to 9 July in Kruševac, Serbia and Montenegro.
2. This course is related to the offer made by Serbia and Montenegro under Article X of the Chemical Weapons Convention (hereinafter “the Convention”) to provide assistance and protection against chemical weapons, and will be jointly organised by the Government of Serbia and Montenegro and the Technical Secretariat (hereinafter “the Secretariat”). The course will provide training to up to 20 participants from Member States in the following:
 - (a) planning and establishing a support team for the protection of civilian populations against chemical weapons;
 - (b) mounting rescue operations in contaminated areas; and
 - (c) responding to incidents involving chemical-warfare agents;
 - (d) using individual and collective protective equipment;
 - (e) using monitoring, detection, and decontamination techniques; and
 - (f) taking samples.
3. The course will also offer an overview of the kinds of assistance the OPCW and the host country can provide. The course will also facilitate the exchange of information and experiences regarding the implementation of Article X of the Convention, and provide a forum for discussions among Member States on future cooperation and on offers to the OPCW under Article X.



4. Given the purpose of the course and its technical nature, candidates will be carefully selected and should have a solid background in assistance and protection against chemical weapons. In addition, participants should be physically fit and be able to wear individual protective gear for several hours at a time during the practical sessions of the course. Some practical experience with protective equipment would be desirable.
5. The Secretariat expects to be able to sponsor the participation of a limited number of participants. 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, medical insurance, accommodation, and meals, and will provide a limited subsistence allowance to cover sundry expenses. Further details regarding accommodation, the course venue, and transport will be issued to all confirmed participants at a later date.
6. When making travel arrangements for sponsored participants, the Secretariat will seek the most-economical options. Participants will be allowed to purchase tickets locally only if this leads to further savings for the Secretariat and if the Secretariat authorises it. Participants are expected to arrive no earlier than Sunday, 4 July 2004 and to depart no later than Saturday, 10 July 2004. The Secretariat's approval is required for any changes to the arrival and departure dates of sponsored participants. The Secretariat will not cover expenses unrelated to the course or that result from unauthorised changes to travel arrangements. Sponsored participants shall bear all costs resulting from changes they make, including cancellations, once the Secretariat has purchased their tickets. Participants who have not been sponsored are requested to make their own travel arrangements.
7. All activities during the course will be conducted in English, and no interpretation services of any kind will be available. All participants are therefore expected to have a good command of English, both written and oral.
8. Participants are requested to obtain all necessary visas (including transit visas) before travelling to Serbia and Montenegro.
9. Interested applicants are invited to complete the nomination form that is included as Annex 2 to this Note, making sure in particular to provide all contact details. Completed forms should be sent, **along with a brief curriculum vitae**, to the Director, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. Nominations and curricula vitae may also be submitted by fax to +31 (0)70 416 3209, or by e-mail to EmergAssistBr@opcw.org. All materials must be received by the Secretariat **no later than 21 May 2004**. Please be advised that participants must present an OPCW acceptance letter in order to register for the course.

10. Additional information may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division, at the contact address given above.

Annexes:

Annex 1: Provisional Programme

Annex 2: Nomination Form

Annex 1

PROVISIONAL PROGRAMME

Arrival: Sunday, 4 July **Departure:** Saturday, 10 July

| | Sunday 4 July | Monday 5 July | Tuesday 6 July | Wednesday 7 July | Thursday 8 July | Friday 9 July | Saturday 10 July |
|-------|----------------------------|---|--|--|---|--|-------------------------------------|
| 07.00 | Arrival of participants | Breakfast | Breakfast | Breakfast | Breakfast | Breakfast | Breakfast |
| 08.00 | | Transport to the NBC* Training Centre | Transport to the NBC Training Centre | Transport to the NBC Training Centre | Transport to the NBC Training Centre | Transport to Ravnjak polygon | Transport to Belgrade; departure |
| 09.00 | | Opening of the course (representatives of the National Authority and the Secretariat) Introduction to the NBC Training Centre and to the course programme (commander of the centre) | Demonstration of the effects of toxic substances | Lecture: Detection and identification of highly toxic substances: theoretical basics, and methods and principles | Lecture: Decontamination of highly toxic substances: theoretical basics, and methods and principles | Practical exercise: Examination of protection equipment: efficiency and practical instruction in a chamber | |
| 10.00 | | <i>Coffee break</i> | <i>Coffee break</i> | <i>Coffee break</i> | <i>Coffee break</i> Transport to Ravnjak polygon | <i>Coffee break</i> | |

* Nuclear, Biological, Chemical

| | | | | | | |
|-------|--------------|---|--|---|--|--|
| 10.30 | | Lecture: Article X of the CWC [†] | Lecture: Protection against chemical weapons: theoretical basics, and methods and principles | Practical laboratory exercise: Means of detection, and detection equipment: types and characteristics | Practical exercise: Decontamination of highly toxic substances | Practical exercise: Detection and decontamination of equipment |
| 11.30 | | Lecture: Chemical threats | Lecture: The effects of highly toxic chemicals on the population and medical protective measures | Practical exercise: Mobile chemical laboratories | Transport to TRAYAL Corporation and demonstration of the company's production processes | |
| 12.00 | | | | | | |
| 12.30 | | | | | | |
| 13.00 | <i>Lunch</i> | <i>Lunch</i> | <i>Lunch</i> | <i>Lunch</i> | <i>Lunch</i> | <i>Lunch</i> |
| 13.30 | | | | | Tour of TRAYAL, continued | Transport to the NBC Training Centre |
| 14.00 | | | | | | |
| 14.30 | | Lecture: Highly toxic substances: types of Schedule 1 chemicals, and their properties and effects | Practical exercise: Equipment for respiratory protection | Transport to Ravnjak Polygon | Practical exercise: Detection and identification of highly toxic substances: sampling from different sources | Tour of Krusevac and trip to Jastrebac Mountain |
| 15.00 | | | | | | |
| 15.30 | | | | | | |
| 16.00 | | <i>Coffee break</i> | <i>Coffee break</i> | | | Closure meeting |
| 16.30 | | | | | | |
| 17.00 | | <i>Coffee break</i> | Practical exercise: Personal protection equipment | | | Return of equipment |
| 17.30 | | Distribution of personal protective equipment | | | | |

[†] The Chemical Weapons Convention

| | | | | | | | |
|-------|--------|------------------------|------------------------|------------------------|---------------------------------------|------------------------|--|
| 18.30 | | Transport to the hotel | Transport to the hotel | Transport to the hotel | | Transport to the hotel | |
| 20.00 | Dinner | Dinner | Official dinner | Dinner | Official dinner on Jastrebac Mountain | Dinner | |
| 21.30 | | | | | Transport to the hotel | | |

Annex 2

**INTERNATIONAL BASIC ASSISTANCE AND PROTECTION COURSE
KRUŠEVAC, SERBIA AND MONTENEGRO
5 – 9 JULY 2004**

NOMINATION FORM

Please submit the completed form **and a brief curriculum vitae by 21 May 2004** to:
The Director, International Cooperation and Assistance Division, OPCW
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands
Fax: + 31 (0)70 306 3209; e-mail: emergassistbr@opcw.org.

Please use BLOCK LETTERS.

| | | |
|-----|---|---|
| 1. | Family name of nominee | |
| 2. | First name(s) | |
| 3. | Date of birth | Day _____ Month _____ Year _____ |
| 4. | Citizenship | |
| 5. | Gender* | Male <input type="checkbox"/> Female <input type="checkbox"/> |
| 6. | Passport number | |
| 7. | Date of issue | Day _____ Month _____ Year _____ |
| 8. | Expiry date | Day _____ Month _____ Year _____ |
| 9. | Place of issue | |
| 10. | Areas of expertise | ----- ----- |
| 11. | Employer | ----- |
| 12. | Position | |
| 13. | Contact address (Please do not give a post-office box number.) | ----- ----- ----- |

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

| | | |
|-----|---|--|
| 14. | E-mail address | |
| 15. | Telephone numbers, including country and city codes | Home |
| | | Work |
| | | Mobile |
| 16. | Fax numbers, including country and city codes | Home |
| | | Work |
| 17. | Has the nominee previously attended a meeting of this kind? | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| | | If so, when and where? |
| 18. | Is sponsorship a condition of participation? | Yes <input type="checkbox"/> No <input type="checkbox"/> |