



**OPCW**

**Technical Secretariat**

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International Cooperation and Assistance Division

S/466/2005

4 February 2005

ENGLISH only

**NOTE BY THE DIRECTOR-GENERAL**

**CHEMICAL WEAPONS CHIEF INSTRUCTOR TRAINING PROGRAMME  
(CITPRO VIII)  
SPIEZ, SWITZERLAND  
18 – 22 APRIL 2005**

1. On behalf of the Government of Switzerland and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General invites Member States to nominate participants for a training course on chemical weapons protection, which will be held at the NBC Training Centre in Spiez, Switzerland, from 18 to 22 April 2005.
2. This course, the eighth of its kind, is related to the offer made by Switzerland under Article X of the Chemical Weapons Convention, to provide assistance and protection against chemical weapons, and will be jointly organised by the Government of Switzerland and the OPCW Technical Secretariat (hereinafter the "Secretariat"). The course will provide training for up to 40 chief instructors from Member States in civil chemical weapons protection and in detection and decontamination.
3. The course will provide basic training for specialists and experts who are, or who will be, associated with chemical weapons protection training of civilians in their home countries. Its main purpose is to assist other Member States in their efforts to establish a basic chemical weapons protection capability that will directly benefit the civilian population. The course draws on the extensive experience of Switzerland in this field. Applicants from Member States that do not yet have civilian chemical weapons protection capabilities will be particularly welcome. Given the objectives of the course and its technical nature, candidates will be carefully selected, and should have a solid technical background. Because the course will be taught in English, good English language skills, both written and oral, are also required. Participants should also be physically fit and able to wear individual protective gear for several hours during some of the practical sessions of the course. Some practical experience with military or civil chemical weapons protection would be desirable.
4. It is anticipated that participants will arrive on Sunday, 17 April 2005, and will depart on Saturday, 23 April 2005. Participants are requested to obtain any necessary visas before travelling to Switzerland. The Secretariat expects to be able to sponsor a



limited number of candidates nominated by Member States. When proposing candidates for the course, Member States should specify whether such sponsorship is a precondition for their participation. The course materials, as well as accommodation and all meals during the course, will be provided by the Swiss Government at no cost to the participants or to the OPCW. Further details regarding accommodation, the course venue, and transportation will be issued to participants at a later date.

5. Interested Member States are invited to complete the nomination form contained in Annex 1 to this Note, giving the full name and address (including fax and telephone numbers, and an e-mail address, if available) of each nominee, together with his or her affiliation, and area(s) of expertise. The completed nomination form, together with a brief curriculum vitae of each nominee, should be submitted to the Assistance and Protection Branch, International Cooperation and Assistance Division, OPCW (Fax: +31 (0)70 416 3209), with a copy being faxed to Mr Matthias Halter, Deputy Head of Arms Control and Disarmament Policy, Directorate for Security Policy, Federal Department of Defence, Civil Protection and Sports, CH-3003 Berne, Switzerland (Fax: +41 31 324 40 16). Nominations should be submitted as soon as possible, but **not later than 1 March 2005**, to allow sufficient time for the Secretariat and the Swiss authorities to make the necessary arrangements. In the meantime, Member States are requested to inform the International Cooperation and Assistance Division of any administrative or other problems that may arise in relation to the attendance of any nominee.
6. A provisional schedule for the training course can be found in Annex 2 to this Note. Further details about the arrangements will be issued as soon as the International Cooperation and Assistance Division receives confirmation from the participants that they will be attending the course. Any questions may be addressed to the Assistance and Protection Branch, International Cooperation and Assistance Division:

Tel.: +31 (0)70 416 3555 (Mr Hassan Mashhadi); or  
+31 (0)70 416 3220 (Ms Andrea Milic)  
Fax: +31 (0)70 416 3209  
E-mail: [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org)

Annexes:

- Annex 1: Nomination form  
Annex 2: Provisional schedule

**Annex 1****CHEMICAL WEAPONS CHIEF INSTRUCTOR TRAINING PROGRAMME  
(CITPRO VIII) SPIEZ, SWITZERLAND  
18 – 22 April 2005****NOMINATION FORM****To be completed by Member States to propose participants**

Please submit the completed form by **1 March 2005** to:

Assistance and Protection Branch

International Cooperation and Assistance Division

OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands

Fax: +31 (0)70 416 3209; e-mail: [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org)

and also to:

Mr Matthias Halter, Deputy Head of Arms Control and Disarmament Policy

Federal Department of Defence, Civil Protection and Sports

Fax: +41 31 324 4016

**Please use BLOCK LETTERS.**

**Details of nominee**

1. Family name: .....  
(As it appears in  
passport)
2. First name(s): .....
3. Gender (male/female): .....
4. Date of birth: .....
5. Present address: .....  
(and airport of  
departure) .....
6. Telephone: .....
7. Fax: .....
8. E-mail: .....
9. Nationality: .....
10. Passport no.: .....

11. Date of issue: .....
12. Date of expiry: .....
13. Place of issue: .....
14. Affiliation: .....
15. Area(s) of expertise: .....
16. Dates of previous participation at CITPRO/ SEF LAB: .....
17. Nominated by: .....
18. Is sponsorship by the OPCW a pre-requisite for participation? Yes..... No.....
19. Signature: ..... Date: .....

## Annex 2

### CHIEF INSTRUCTOR TRAINING PROGRAM (CITPRO VIII/2005-Basic)

#### PROVISIONAL SCHEDULE (Edition 25 January 2005)

Training location: CA – course auditorium, WG – working group

	Monday 18 April 2005	Tuesday 19 April 2005	Wednesday 20 April 2005		Thursday 21 April 2005	Friday 22 April 2005		
	Protection for Civil Populations	Protection Equipment for Forces	Protection Equipment for Forces The Swiss Rescue System		Emergency Training	Exercise Day		
0630		Breakfast	Breakfast		Breakfast	Breakfast		
0700	Breakfast							
0730			Chemical weapons: protection for forces (WG)	Demonstration	Chemical weapons: protection for forces (WG)	PRACTICAL EXERCISE “HARD DAY” (WG)		
0800		Chemical weapons: protection for forces (WG)						
0830			Demonstration					
0900	Administrative information (CA)	Chemical weapons: protection for forces (WG)	Chemical weapons: protection for forces (WG)		Emergency training (WG)			
0930								
1000								
1030	The CWC <sup>1</sup> , Article X							
1100								
1130		Decontaminating devices (WG)	Monitoring and detection (WG)					
1200	Lunch	Lunch	Lunch		Lunch	Lunch		
1230								
1300								
1330	Keynote address (CA)	Excursion	Monitoring and detection (WG)		“HARD DAY”: demonstration (WG)	SEF-LAB	Maintenance	
1400						Maintenance		SEF-LAB
1430	The chemical threat (CA)		Monitoring and detection (WG)				Return of equipment (WG)	
1500								
1530								
1600	Types and effects of chemical weapons (CA) Medication		Domestic preparedness and international assistance (CA)			Closing session (CA)		
1630			Emergency training (CA)					
1700								
1730								
1800	Dinner		Dinner		Excursion	Official dinner		
1830								
1900								
1930	Chemical weapons: protection for civil populations (WG)		Preparation for emergency training (WG)					
2000								
2030								

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<sup>1</sup> CWC = the Chemical Weapons Convention