



**OPCW**

**Technical Secretariat**

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International Cooperation and Assistance Division

S/486/2005

29 March 2005

ENGLISH only

**NOTE BY THE TECHNICAL SECRETARIAT**

**INVITATION TO PROPOSE CANDIDATES FOR  
AN ASSISTANCE-AND-PROTECTION COURSE  
FOR FIRST RESPONDERS FROM PORTUGUESE-SPEAKING STATES PARTIES  
LISBON, PORTUGAL  
9 – 13 May 2005**

1. The Technical Secretariat (hereinafter “the Secretariat”) and the National Authority of Portugal wish to invite Portuguese-speaking Member States to nominate candidates for a five-day assistance-and-protection training course, which will be held at the Instituto Nacional de Engenharia, Tecnologia e Inovação in Lisbon, Portugal, from 9 to 13 May 2005. The course is primarily intended for first responders from Cape Verde, Guinea-Bissau, Mozambique, Sao Tome and Principe, and Timor-Leste who have had little or no involvement in the national implementation of Article X of the Chemical Weapons Convention (hereinafter “the Convention”). First responders with the same profile from other Portuguese-speaking countries are also welcome to apply.
2. The course is related to the offer made by the government of Portugal under Article X of the Convention, pertaining to assistance and protection against chemical weapons. The aim of the course is to provide training on the proper use of individual protective equipment, on monitoring and sampling, on principles of detection and decontamination, on methods of detection, and on detection equipment.
3. In view of the aim of the course, its technical nature, and its focus on practical training, nominees should be first responders who would actually be responsible for providing assistance and protection against chemical weapons. All participants are expected to be physically fit and to be able to wear individual protective equipment for several hours.
4. Course activities will be conducted in Portuguese and English. Simultaneous interpretation will be provided between these two languages.
5. The Secretariat and the government of Portugal will sponsor the attendance at the course of one participant from each of the aforementioned 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. The National Authority of Portugal will arrange accommodation for sponsored participants at no charge to them or the OPCW. Sponsored participants who do not intend to use the accommodation organised by the host country are requested to indicate that to the Secretariat as soon as possible. In any case neither the Secretariat nor the government of Portugal will pay for accommodation other than that arranged by the National Authority.

6. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Portugal.
7. When making travel arrangements for sponsored participants, the Secretariat will seek the most-economical options. It 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 the minimum, sponsored participants are expected to arrive **no earlier than Sunday, 8 May 2005** and to depart **no later than Saturday, 14 May 2005**. The Secretariat's agreement is required for any changes to the arrival and departure dates of sponsored participants. It will not cover expenses unrelated to the course 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.
8. State Parties, and States not Party who may wish to be present as observers, are requested to complete the nomination form that is included as Annex 2 to this Note, making sure in particular to provide all contact details it requests. The completed form, together with a brief curriculum vitae for the nominee, should be submitted by fax to the Assistance and Protection Branch, International Cooperation and Assistance Division, OPCW. The fax number is +31 (0)70 416 3209. All nominations must be received by the Secretariat **no later than 9 April 2005**. Please be advised that participants must present an OPCW acceptance letter in order to register for the course.
9. The provisional programme for the course is included as Annex 1 to this Note. Additional information about the course may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division. The contact persons are Mr Hassan Mashhadi who can be reached at +31 (0)70 416 3555, and Ms Andrea Milic, who can be reached at +31 (0)70 416 3220.

Annexes:

- Annex 1: Provisional Programme  
Annex 2: Nomination Form

**Annex 1**

**ASSISTANCE-AND-PROTECTION COURSE  
FOR FIRST RESPONDERS FROM PORTUGUESE-SPEAKING STATES PARTIES  
LISBON, PORTUGAL  
9 – 13 May 2005**

**PROVISIONAL PROGRAMME**

<b><i>Monday, 9 May 2005</i></b>	
09:00 – 10:00	Opening of the course Introduction to the course programme
10:00 – 10:15	<i>Coffee break</i>
10:15 – 11:00	Introduction to the CWC <sup>1</sup> and, in particular, Article X
11:00 – 12:00	Chemical threats and risk assessment
12:00 – 13:00	Toxic chemicals and their effects
13:00 – 14:00	<i>Lunch</i>
14:00 – 14:30	Effects of toxic chemicals
14.30 – 15:30	Radiological threats
15:30 – 16:00	<i>Coffee break</i>
16.00 – 17:00	Introduction to the Emergency Response Guide Book 2004
17:00	<i>Reception</i>
<b><i>Tuesday, 10 May 2005</i></b>	
09:00 – 10:00	Basic protective measures
10:00 – 10:45	Training requirements
10:45 – 11:00	<i>Coffee break</i>
11:00 – 11:45	Training requirements, continued
11:45 – 12:45	The medical aspects of heat stress
12:45 – 14:00	<i>Lunch</i>
14:00 – 15:00	Biological threats
15:00 – 15:45	Personal protection equipment
15:45 – 16:00	<i>Coffee break</i>
16:00 – 17:00	Practical exercise: personal protection equipment
<b><i>Wednesday, 11 May 2005</i></b>	
09:00 – 10:00	Detection of toxic chemicals
10:00 – 10:15	<i>Coffee break</i>
10:15 – 11:15	Sampling, and handling samples
11:15 – 13:00	Detection methods and equipment
13:00 – 14:00	<i>Lunch</i>
14:00 – 14:45	Identification of toxic chemicals
14:45 – 15:45	Decontamination after exposure to chemical-warfare agents
15:45 – 16:00	<i>Coffee break</i>
16:00 – 17:00	Decontamination after exposure to other toxic chemicals
20:00	<i>Official dinner</i>

<sup>1</sup> The Chemical Weapons Convention

<b><i>Thursday, 12 May 2005</i></b>	
08:00 – 12:00	Visit to the NBC <sup>2</sup> School of the Portuguese Army
12:00 – 13:00	<i>Lunch</i>
13:00 – 16:00	Practical exercise: responding to emergencies involving the release of chemical-warfare agents
16:00	Return to Lisbon
<b><i>Friday, 13 May 2005</i></b>	
09:00 – 13:00	Practical exercise
13:00 – 14:00	<i>Lunch</i>
14:00 – 15:00	Closing session

**Annex 2**

**ASSISTANCE-AND-PROTECTION COURSE FOR  
FIRST RESPONDERS FROM PORTUGUESE-SPEAKING STATES PARTIES  
LISBON, PORTUGAL  
9 – 13 May 2005**

**NOMINATION FORM**

Please submit the completed form **by 9 April 2005** to:  
The Director, International Cooperation and Assistance Division, OPCW  
Attn: Assistance and Protection Branch  
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands  
Fax: + 31 (0)70 306 3209; 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.	Areas of expertise			
12.	Employer			
13.	Position			
14.	Employer's address (Please do not give a post-office box number.)	Street		
		Number	Post code	
		City		
		Country		

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

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