



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/549/2006

17 February 2006

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS
FOR A SWISS EMERGENCY-FIELD-TRAINING
ADVANCED COURSE (SEF-TRAD III)
SPIEZ, SWITZERLAND
3 – 7 APRIL 2006**

1. On behalf of the Government of Switzerland and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite Member States to nominate participants to an advanced field-training course on protection against chemical weapons (SEF-TRAD III), which will be held at the Nuclear, Biological, and Chemical (NBC) Training Centre in Spiez, Switzerland, from 3 to 7 April 2006.
2. The course, the third of its kind, is related to the offer made by the Government of Switzerland under Article X of the Chemical Weapons Convention (hereinafter “the Convention”) in relation to assistance and protection against chemical weapons, and will be jointly organised by the Government of Switzerland and the Technical Secretariat (hereinafter “the Secretariat”). The course will provide training in the proper use of individual protective equipment, in techniques used for monitoring, detection, and decontamination, and in sampling-and-detection methods used by a mobile field laboratory during field exercises. The provisional programme for the course is included as Annex 1 to this Note.
3. Only applicants who have already attended a course as part of the chemical weapons chief-instructor training programme (CITPRO) or the Swiss Emergency Field Laboratory training programme (SEF-LAB) can be considered for SEF-TRAD III. The course can accommodate a maximum of 26 participants. It will draw on the participants’ skills, including those they have acquired in previous SEF-LAB and CITPRO offerings. Because of the technical nature of the course and the high level of practical skill it requires, participants will be carefully selected.
4. All participants must have a good command, both written and oral, of the English language. They are also expected to be physically fit and be able to wear individual protective equipment for several hours at a time.



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 and medical insurance, and will provide a limited subsistence allowance to cover sundry expenses. Accommodation and meals will be provided by the Government of Switzerland, at no cost to the participants or the OPCW. 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. In order for the Secretariat to keep costs to a minimum, sponsored participants are expected to **arrive no earlier than Sunday, 2 April 2006, and to depart no later than Saturday, 8 April 2006**. 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 and to inform the Secretariat accordingly.
7. 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 faxed, along with a brief curriculum vitae, to Mr Gennadi Lutay, Head, Assistance and Protection Branch, International Cooperation and Assistance Division, OPCW, at + 31 (0) 70 416 3209). A copy should also be faxed to Mr Bernard Jeanty, Head, Global Arms Control and Disarmament Section, Federal Department of Defence General Staff, CH-3303 Berne, Switzerland at + 41 (0) 31 323 7399. All materials must be received no later than 3 March 2006. Please be advised that participants must present an OPCW acceptance letter in order to register for the course.
8. Additional information may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division. The contact person is Ms Silvana Braccini, who can also be reached by e-mail at EmergAssistBr@opcw.org, by telephone at + 31 (0)70 416 3217, or by fax at + 31 (0) 70 416 3771.

Annexes:

- Annex 1: Provisional Programme
Annex 2: Nomination Form

Annex 1

**SWISS EMERGENCY-FIELD-TRAINING
ADVANCED COURSE (SEF-TRAD III)
SPIEZ, SWITZERLAND
3 – 7 APRIL 2006**

PROVISIONAL PROGRAMME

Time	Activity	
<i>Sunday, 2 April</i>		
	Arrival of participants	
<i>Monday, 3 April</i>		
06:30 – 07:30	<i>Breakfast</i>	
07:30 – 08:30	Keynote address	
08:30 – 09:30	Provision of administrative information	
09:30 – 11:00	Briefing by the commander at the incident site	
11:30 – 12:00	Selection of group leaders	
12:00 – 13:30	<i>Lunch</i>	
13:30 – 16:30	Building up the task force, prepare for emergency training	
16:30 – 17:00	Distribution of protective equipment	
17:30 – 18:30	Protective equipment for the civilian population	
18:30 – 20:00	<i>Dinner</i>	
20:00 – 21:00	Individual preparation for fieldwork	
<i>Tuesday, 4 April</i>		
06:30 – 07:30	<i>Breakfast</i>	
07:30 – 12:00	Protective equipment for task forces	
12:00 – 13:30	<i>Lunch</i>	
13:30 – 17:00	Auxiliary devices	
17:00 – 18:00	Debriefing	
18:00	<i>Dinner</i>	
<i>Wednesday, 5 April</i>		
06:30 – 07:30	<i>Breakfast</i>	
07:30 – 12:30	Field work: detection and sampling	Organising the laboratory; the acetylcholinesterase (AChE) test; running the laboratory
14:00	Excursion	
<i>Thursday, 6 April</i>		
06:30 – 07:30	<i>Breakfast</i>	
07:30 – 12:00	Field work: evacuation and decontamination	Running the laboratory
12:00 – 13:30	<i>Lunch</i>	

Time	Activity	
13:30 – 15:30	Preparation for deployment	Running the laboratory, continued
15:30 – 18:00	Exercise adjacent to the NBC Centre: an incident involving chemical weapons	
18:00	Dinner	
Friday, 7 April		
06:30 – 07:30	Breakfast	
07:30 – 11:00	Exercise adjacent to the NBC Centre: an incident involving chemical weapons	Running the laboratory
11:00 – 12:00		Cleaning up the laboratory
12:00 – 13:30	Lunch	
13:30 – 14:30	Maintaining the team’s equipment	The AChE test
14:30 – 15:00	Debriefing	
15:00 – 16:00	Maintenance and return of protective equipment	
16:00 – 17:00	Personal preparation	
17:00 – 18:00	Closing session	
18:00	Official dinner	
Saturday, 8 April		
	Departure of participants	

Annex 2

**SWISS EMERGENCY-FIELD-TRAINING
ADVANCED COURSE (SEF-TRAD III)
SPIEZ, SWITZERLAND
3 – 7 APRIL 2006**

NOMINATION FORM

Please fax the completed form, **along with a brief curriculum vitae**, by 3 March 2006 to:

Mr Gennadi Lutay
Head, 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

and

Mr Bernard Jeanty
Head, Global Arms Control and
Disarmament Section
Federal Department of Defence
General Staff
CH-3303 Berne, Switzerland
Fax + 41 (0) 31 323 7399

Please type or 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)	Street	
		Number	Post code
		City	
		Country	
14.	E-mail address		

*

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

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 CITPRO or a SEF-LAB course (a pre- requisite for the present course)?	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"/>

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