



**OPCW**

**Technical Secretariat**

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International Cooperation and Assistance Division

S/702/2008

4 July 2008

ENGLISH and SPANISH only

**NOTE BY THE TECHNICAL SECRETARIAT**

**CALL FOR NOMINATIONS FOR THE  
THIRD ASSISTANCE-AND-PROTECTION COURSE FOR LATIN AMERICAN AND  
CARIBBEAN STATES PARTIES  
MADRID, SPAIN  
10 – 19 NOVEMBER 2008**

1. On behalf of the Government of Spain and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite States Parties in the Latin American and Caribbean region to nominate representatives to participate in the Third Assistance-and-Protection Course for Latin America and the Caribbean, which will take place from 10 to 19 November 2008 in Madrid, Spain.
2. This course is related to the offer made by Spain 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 Spain and the Technical Secretariat (hereinafter “the Secretariat”). The course will provide training to up to 20 participants in planning for and building a support team in civil protection, civil defence, and rescue operations in contaminated areas, as well as in appropriate responses and countermeasures in the event of incidents involving chemical-warfare agents. It will also give an overview of what kinds of assistance the OPCW, the host country, and Member States in the Latin American and Caribbean region can provide.
3. The course will offer a basic introduction to the use of individual and collective protective equipment, to monitoring, detection, and decontamination, and to sampling techniques. The course will also facilitate the exchange of information and experiences regarding the implementation of Article X of the Convention, and will provide a forum for the discussion of future cooperation among participating Member States and of what further offers they might make 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 the chemistry associated with assistance and protection against chemical weapons. Preference will be given to military officers involved in this area. In addition, participants should be physically fit and be able to wear individual protective gear for several hours during practical



sessions of the course. Some practical experience with protective equipment is desirable. Only applicants supported by their National Authority or their Permanent Representation to the OPCW will be considered.

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, and meals, and will provide a limited subsistence allowance to cover sundry expenses. The course materials, accommodation, and local transport during the course will be provided by the National Authority of Spain, 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, 9 November 2008**, and to depart **no later than Thursday, 20 November 2008**. 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. All activities during the meeting will be conducted in Spanish, and no interpretation services of any kind will be provided. Participants are therefore expected to have a good command of the Spanish language, both written and oral.
8. Participants are requested to obtain all necessary visas (including transit visas) before travelling to Spain.
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 may also be submitted by fax to +31 (0)70 416 3209, or by e-mail to [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org). All materials must be received by the Secretariat **no later than 26 September 2008**. Please be advised that participants must present an OPCW acceptance letter in order to register for the course.

10. A provisional programme for the course is included as Annex 1 to this Note; further details will be issued at a later date. Any questions should be addressed to the Assistance and Protection Branch, International Cooperation and Assistance Division:

Telephone: +31(0)70 416 3774 (Ms Cristina Rodrigues)  
+31(0)70 416 3220 (Ms Elena Gorbova)  
Fax: +31(0)70 416 3209  
E-mail: [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org)

Annexes:

- Annex 1: Provisional Programme  
Annex 2: Nomination Form (English only)

## Annex 1

**THIRD ASSISTANCE-AND-PROTECTION COURSE  
FOR LATIN AMERICAN AND CARIBBEAN STATES PARTIES  
MADRID, SPAIN  
10 – 19 NOVEMBER 2008**

**PROVISIONAL PROGRAMME**

Time	Activity
<b><i>Monday, 10 November 2008</i></b>	
08:30 – 09:30	Registration
09:30 – 10:00	Opening remarks by a representative of the OPCW Technical Secretariat, by the General Secretary of Defence, and by the Second Vice-President of the Spanish National Authority (ANPAQ)
10:00 – 10:40	General aspects of the Convention, and the status of implementation of Article X
10:40 – 11:00	<i>Coffee break</i>
11:00 – 12:00	The OPCW: Structure, future challenges and the role of the Spanish National Authority in the OPCW
12:00 – 12:40	The Spanish National Authority in the implementation of Article X
12:40 – 13:30	The Spanish National Authority, Convention implementation, legislation, and Article X
13:30 – 15:00	<i>Lunch</i>
15:00 – 16:15	Review of national protection programmes
16:15 – 17:30	The resources and equipment of the OPCW, and its assistance-response system
17:30 – 19:00	Reception hosted by the OPCW
<b><i>Tuesday, 11 November 2008</i></b>	
08:30 – 10:40	Chemical-warfare agents
10:40 – 11:00	<i>Coffee break</i>
11:00 – 13:30	Effects of and treatments for chemical weapons poisoning
13:30 – 14:30	<i>Lunch</i>
14:30 – 17:00	Detection of chemical weapons agents
17:00 – 17:30	Question-and-answer session
<b><i>Wednesday, 12 November 2008</i></b>	
08:30 – 09:45	Toxic industrial chemicals (TIC)
09:45 – 10:45	Control over foreign trade, defence, and dual-use materials (COMEX)
10:45 – 11:00	<i>Coffee break</i>
11:00 – 12:15	Individual protection equipment (theory)
12:15 – 13:30	Individual protection equipment (practical aspects)
13:30 – 15:00	<i>Lunch</i>
15:00 – 16:00	Collective protection
16:00 – 17:00	NBC <sup>1</sup> decontamination
17:00 – 17:30	Question-and-answer session

<sup>1</sup> NBC = Nuclear, biological, chemical

<b>Thursday, 13 November 2008</b>	
08:30	Transport by bus to the National School of Civil Protection
09:00 – 10:00	The national system of civil protection
10:00 – 11:00	Emergency plans in the chemical industry
11:00 – 11:30	<i>Coffee break</i>
11:30 – 12:30	Civil protection measures against chemical threats
12:30 – 13:30	Transport to the Technological Institute La Marañosa
13:30 – 15:00	<i>Lunch</i>
15:00 – 15:30	Presentation on the Technological Institute La Marañosa
15:30 – 16:30	Fábrica Nacional La Marañosa, OPCW designated laboratory
16:30 – 17:00	Visit to the Technological Institute La Marañosa
17:00 – 17:30	Transport to Madrid
<b>Friday, 14 November 2008</b>	
08:30 – 10:00	The NBC defence structure in Spain
10:00 – 11:00	NBC reconnaissance
11:00 – 11:15	<i>Coffee break</i>
11:15 – 12:15	Meteorology tools
12:15 – 13:00	Sampling and identifying chemical-warfare agents
13:30 – 15:00	<i>Lunch</i>
15:00 – 17:00	Presentations by participants
<b>Monday, 17 November 2008</b>	
08:30 – 10:00	Chemical terrorism
10:00 – 11:00	The performance of the police force when faced with chemical weapons
11:00 – 11:15	<i>Coffee break</i>
11:15 – 12:15	The performance of the Guardia Civil when faced with chemical weapons and other toxic chemicals
12:15 – 13:15	Chemical companies and chemical weapons precursors; custody of product
13:15 – 14:30	<i>Lunch</i>
14:30 – 17:00	Decontamination of casualties
17:00 – 17:30	Question-and-answer session
<b>Tuesday, 18 November 2008</b>	
08:15	Transport by bus to the Casualties Decontamination Centre
09:00 – 10:00	Presentation on the Casualties Decontamination Centre
10:00 – 13:30	Tour of the Casualties Decontamination Centre, and practical exercise
13:30 – 14:00	Return
14:00 – 16:00	<i>Lunch</i>
16:00 – 17:00	Presentations by participants
<b>Wednesday, 19 November 2008</b>	
9:00 – 10:00	Tools for management of emergency measures in response to a chemical event: ERG- WISER- NBC- ANALYSIS
10:00 – 10:45	Evaluation of the training by the participants
10:45 – 11:00	<i>Coffee break</i>
11:00 – 12:00	Closing ceremony
12:00	Reception hosted by the Ministry of Industry

**Annex 2**

**THIRD ASSISTANCE-AND-PROTECTION COURSE  
FOR LATIN AMERICAN AND CARIBBEAN STATES PARTIES  
MADRID, SPAIN  
10 – 19 NOVEMBER 2008**

**NOMINATION FORM**

Please submit the completed form, along with a brief curriculum vitae, by  
**26 September 2008** 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)70 416 3209; e-mail: [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org)

**Please type or 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.	Contact address (Please do not give a post-office box number)	Street		
		Number	Post code	
		City		
		Country		
15.	Airport of departure			
16.	E-mail address			

\* Please give the first and family names exactly as they appear in the nominee's passport.

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

17.	Telephone numbers, including country and city codes	Home
		Work
		Mobile
18.	Fax numbers, including country and city codes	Home
		Work
19.	Has the nominee previously attended a course of this kind?	Yes <input type="checkbox"/> No <input type="checkbox"/> If so, when and where?
20.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/> No <input type="checkbox"/>
21.	Meal preferences	No <input type="checkbox"/> Yes <input type="checkbox"/> If so, please describe
22.	Size:	Gloves S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/>
		Boots (number):
		Height (m):
		Weight (kg):