



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/738/2009

13 February 2009

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS
FOR AN ADVANCED TRAINING COURSE
IN CIVIL DEFENCE AGAINST CHEMICAL WEAPONS
LÁZNĚ BOHDANEČ, THE CZECH REPUBLIC
25 – 29 MAY 2009**

1. On behalf of the Government of the Czech Republic and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite Member States to nominate participants for an advanced training course on civil defence against chemical weapons, to be held at the Institute for the Protection of the Population, Lázně Bohdaneč, the Czech Republic, from 25 to 29 May 2009.
2. The course will be jointly organised by the Government of the Czech Republic and the Technical Secretariat (hereinafter “the Secretariat”). It will provide training to up to 15 participants in planning for, and in the preparation, conduct, and evaluation of, response operations in contaminated areas, as well as in appropriate responses and countermeasures in the event of incidents involving the use of chemical-warfare agents.
3. The course will include an advanced component on complex emergency responses to the use of chemical weapons or toxic industrial chemicals. Participants will also receive advanced instruction on detection and reconnaissance, decontamination, the use of individual protective equipment, the medical aspects of a response, and managing a response. In addition, they will receive training in mounting a response in potentially contaminated areas.
4. Given the purpose of the course and its technical nature, candidates will be carefully selected. They should have a background in the chemistry associated with assistance and protection against chemical agents. Preference will also be given to individuals who have already taken one or more OPCW basic courses. In addition, participants should be physically fit and be able to wear individual protective equipment for several hours at a time during the practical sessions of the course.
5. The Secretariat expects to be able to sponsor a limited number of participants from States Parties. Each nomination should specify whether sponsorship is a condition of the nominee’s participation. The course materials, accommodation, and local transport during the course will be provided by the National Authority of the Czech Republic, 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, 24 May 2009**, and to depart **no later than Saturday, 30 May 2009**. 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 meeting will be conducted in English, and no interpretation services of any kind will be provided. Participants are therefore expected to have a good written and oral command of English.
8. Participants are requested to obtain all necessary visas, including transit visas, before travelling to the Czech Republic.
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. All materials must be received by the Secretariat **no later than 3 April 2009**. Please be advised that participants must present an OPCW acceptance letter in order to register for the course. **Those who have been selected to participate will be contacted no later than two weeks after the submission deadline.**
10. Additional information may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division, at the contact numbers given below.

Mr Muhammad A. Kazi:	+31 (0)70 416 3775
Ms Maria Elena Bruno Pousadela:	+31 (0)70 416 3271
Mrs Nune Aghayan:	+31 (0)70 416 3208

Annexes:

- Annex 1: Programme
Annex 2: Nomination Form

Annex 1

**ADVANCED TRAINING COURSE
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25 – 29 MAY 2009**

PROGRAMME

Time	Activity
<i>Sunday, 24 May</i>	
–	Arrival of participants
–	Registration, and distribution of equipment
<i>Monday, 25 May</i>	
08:00 – 8:30	Opening of the course
08:30 – 9:40	Lectures: <ul style="list-style-type: none"> • chemical weapons and disarmament • Article X of the Chemical Weapons Convention
09:40 – 10:00	<i>Coffee break</i>
10:00 – 11:00	Lecture: national legislation on emergency responses and crisis management
11:00 – 12:00	TIC
12:00 – 14:00	<i>Lunch</i>
14:00 – 15:50	Lecture: chemical-warfare agents, properties, medical aspects
15:50 – 16:00	<i>Coffee break</i>
16:00 – 16:50	Lecture: individual protective equipment
16:50 – 17:30	Lecture: detection and recognition of chemical-warfare agents and toxic industrial chemicals
17:30 – 18:00	Lecture: decontamination
<i>Tuesday, 26 May</i>	
08:30 – 10:00	Practical training sessions: <ul style="list-style-type: none"> • individual protective equipment • detection of toxic agents, and decontamination
10:00 – 10:20	<i>Coffee break</i>
10:20 – 12:00	Practical training sessions, continued
12:00 – 13:30	<i>Lunch</i>
13:30 – 14:00	Opening lecture – sampling
14:00 – 15:30	Practical training: responses to various scenarios (in subteams)
15:30 – 15:50	<i>Coffee break</i>
15:50 – 17:00	Practical training, continued
<i>Wednesday, 27 May</i>	
08:30 – 10:00	Exhibition and demonstration: individual protective equipment, and detection and decontamination devices
10:00 – 10:20	<i>Coffee break</i>
10:20 – 12:00	Preparation for the afternoon's table-top exercise
12:00 – 14:00	<i>Lunch</i>
14:00 – 15:30	Table-top exercise – various scenarios (in subteams)

Time	Activity
15:30 – 15:50	<i>Coffee break</i>
15:50 – 17:00	Table-top exercise, continued
17:00 – 18:00	Preparation for Thursday's exercise
<i>Thursday, 28 May</i>	
08:30 – 10:00	Practical training: response operations in potentially contaminated areas
10:00 – 10:20	<i>Coffee break</i>
10:20 – 12:00	Practical training, continued
12:00 – 14:00	<i>Lunch</i>
14:00 – 15:30	Practical training, continued
15:30 – 15:50	<i>Coffee break</i>
15:50 – 17:00	Practical training, continued
<i>Friday, 29 May</i>	
08:30 – 10:00	Practical training: maintenance of equipment
10:00 – 10:20	<i>Coffee break</i>
10:20 – 11:15	Equipment handover
11:15 – 12:00	Course evaluation, lessons learned, and discussion
12:00 – 14:00	<i>Lunch</i>
14:00 – 17:00	Transport to Prague
17:00	Official closing ceremony
<i>Saturday, 30 May</i>	
–	Departure of participants

Annex 2

**ADVANCED TRAINING COURSE
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25 – 29 MAY 2009**

NOMINATION FORM

Please submit the completed form, **along with a brief curriculum vitae, by 3 April 2009** to:

The Director, International Cooperation and Assistance Division, OPCW

Attention: 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

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		
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 taken part in a basic 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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