



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/748/2009

17 March 2009

ENGLISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS FOR
THE SWISS BASIC COURSE II
SPIEZ, SWITZERLAND
22 – 26 JUNE 2009**

1. On behalf of the Government of Switzerland and the OPCW, the Director-General wishes to invite States Parties to nominate participants for a training course on protection against chemical weapons, which will be held at the NBC Training Centre in Spiez, Switzerland, from 22 to 26 June 2009.
2. The course 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 Technical Secretariat (hereinafter “the Secretariat”). Up to 30 instructors will receive basic training in protection against chemical weapons and in detection. The course will also provide a basic introduction to chemical-warfare agents, and explain the basics of individual protective measures, and detection and decontamination equipment.
3. The course, which draws on Switzerland’s extensive experience in this area, is intended for specialists who are, or will be, associated with the training of civilians in their home countries in protection against chemical weapons. Its main purpose is to help States Parties establish a basic capability in this area that will directly benefit their civilian populations. Applicants from States Parties that do not yet have such a capability will be particularly welcome. Participation in this course will be mandatory when applying for other courses in Switzerland (i.e. Swiss Laboratory Course or Swiss Advanced Course).
4. Given the purpose of the course and its technical nature, candidates will be carefully selected and should have a solid technical background in the chemistry associated with assistance and protection against chemical agents. They should also be physically fit and be able to wear individual protective equipment for several hours at a time during the practical sessions of the course. Some practical experience in military or civil protection against chemical weapons is desirable, though not necessary.
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. 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. The course materials, accommodation, and all meals during the course will be provided by the Government of Switzerland to all participants at no cost to them or the OPCW. Further details regarding accommodation, the course venue, and transport will be provided at a later date.

6. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. Sponsored participants will be allowed to purchase tickets locally only if doing so leads to further savings for the Secretariat and if the Secretariat authorises it. Participants are expected to arrive **no earlier than Sunday, 21 June 2009**, and to depart **no later than Saturday, 27 June 2009**. The Secretariat's approval is required for any changes to the dates on which sponsored participants arrive and depart. 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. The course 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 any necessary visas, including transit visas, before travelling to Switzerland.
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. In addition, a copy should be 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, at +41 31 324 4016 or e-mailed to matthias.halter@dsp.admin.ch. All materials must be received **no later than 20 April 2009**.
10. Those who have been selected to participate will be contacted no later than two weeks after the submission deadline. States Parties are requested to inform the International Cooperation and Assistance Division of any administrative or other problems that may arise in connection with the attendance of any participant.
11. 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 may be addressed to the

Assistance and Protection Branch, International Cooperation and Assistance Division
at telephone number +31 (0)70 416 3217, fax: +31 (0)70 416 3209 or e-mail:
EmergAssistBr@opcw.org.

Annexes:

- Annex 1: Provisional Programme
- Annex 2: Nomination Form

Annex 1

**SWISS BASIC COURSE II
SPIEZ, SWITZERLAND
22 – 26 JUNE 2009**

PROVISIONAL PROGRAMME

Time	Activity
<i>Sunday, 21 June</i>	
	Arrival of participants; registration
<i>Monday, 22 June</i>	
08:00 – 08:30	Keynote address
08:30 – 09:30	Administrative information
09:30 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:45	Lecture: The chemical threat
10:45 – 11:45	Lecture: Article X of the Chemical Weapons Convention
11:45 – 12:15	Lecture: International assistance
12:15 – 13:15	<i>Lunch</i>
13:15 – 15:15	Lecture: Types and effects of chemical weapons
15:15 – 15:45	<i>Coffee/tea break</i>
15:45 – 16:30	Lecture: Setting up the working groups
16:30 – 18:00	Lecture: Medication
18:00	<i>Dinner</i>
<i>Tuesday, 23 June</i>	
07:30 – 09:30	Lecture: Individual protection (introduction)
09:30 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:00	Lecture: Chemical Weapons (CW) – protection for civilian population
12:00 – 13:15	<i>Lunch</i>
13:15 – 18:00	Lecture: CW – protection for task forces
18:00	<i>Dinner</i>
<i>Wednesday, 24 June</i>	
07:30 – 11:30	Lecture: CW – protection for task forces (continued)
11:30 – 12:00	Lecture: Evacuation (introduction)
12:00 – 13:15	<i>Lunch</i>
13:15	Excursion, including visit to the Spiez Laboratory
<i>Thursday, 25 June</i>	
07:30 – 09:15	Lecture: Detection (introduction)
09:15 – 09:45	<i>Coffee/tea break</i>
09:45 – 12:15	Lecture: Chemical-agent detection kit
12:15 – 13:30	<i>Lunch</i>
13:30 – 14:00	Lecture: Sampling (introduction)
14:00 – 15:30	Lecture: Decontamination (introduction)
15:30 – 16:00	<i>Coffee/tea break</i>
16:00 – 18:00	Lecture: Decontamination device 85 and CW demonstration (two classes running in parallel)
18:00	<i>Dinner</i>

Time	Activity
<i>Friday, 26 June</i>	
07:30 – 10:00	Lecture: Swiss-CAM
10:00 – 10:30	<i>Coffee/tea break</i>
10:30 – 11:15	Lecture: Swiss laboratory course (introduction)
11:15 – 12:00	Lecture: Swiss advanced course (introduction)
12:00 – 13:15	<i>Lunch</i>
13:15 – 14:00	Lecture: Domestic preparedness
14:00 – 15:00	Maintenance of the NBC mask 90
15:00 – 15:30	Return of equipment
15:30 – 16:30	<i>Coffee/tea break</i>
16:30 – 17:30	Closing session
18:00 – 22:00	<i>Official dinner</i>
<i>Saturday, 27 June</i>	
	Departure of participants

Annex 2

**SWISS BASIC COURSE I
SPIEZ, SWITZERLAND
22 – 26 JUNE 2009**

NOMINATION FORM

Please submit the completed form, **along with a brief curriculum vitae, by 20 April 2009** 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

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.	Airport from which the nominee would depart		
15.	E-mail address		
16.	Telephone numbers, including country and city codes	Home	
		Work	
		Mobile	

* Family name and first name should be as they appear in the nominee's passport.

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

17.	Fax numbers, including country and city codes	Home
		Work
18.	Has the nominee previously taken part in 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.	Does the nominee have any special dietary requirements?	Yes <input type="checkbox"/> No <input type="checkbox"/>
		If so, please describe: