



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/815/2010

24 February 2010

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
24 – 28 MAY 2010**

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 Population Protection Institute, Lázně Bohdaneč, the Czech Republic, from 24 to 28 May 2010.
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 chemical weapons or toxic industrial chemicals.
3. The course will include an advanced component on complex emergency responses to a crisis involving 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, 23 May 2010**, and to depart **no later than Saturday, 29 May 2010**. 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 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 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 6 April 2010**. 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 telephone number +31 (0)70 416 3271 or e-mail EmergAssistBr@opcw.org.

Annexes:

- Annex 1: Programme
Annex 2: Nomination Form

Annex 1

**ADVANCED TRAINING COURSE
IN CIVIL DEFENCE AGAINST CHEMICAL WEAPONS
LÁZNĚ BOHDANEČ, THE CZECH REPUBLIC
24 – 28 MAY 2010**

PROGRAMME

| | |
|------------------------------------|---|
| <i>Sunday, 23 May 2010</i> | |
| 08:00 – 15:00 | Arrival of participants at the Spiritka Hotel, Prague |
| 15:30 – 17:30 | Transfer to Lázně Bohdaneč |
| 17:30 – 18:00 | Administrative arrangements |
| 18:30 – 20:00 | <i>Dinner</i> |
| <i>Monday, 24 May 2010</i> | |
| 07:00 – 08:00 | <i>Breakfast</i> |
| 08:00 – 08:30 | Official opening |
| 08:30 – 08:45 | Official photograph |
| Morning Session | Administrative arrangements (continued) |
| | Lecture: Article X of the Chemical Weapons Convention |
| | <i>Coffee/tea break</i> |
| | Lecture: Integrated rescue system |
| | Lecture: Chemical threat, chemical warfare agents |
| 12:15 – 14:00 | <i>Lunch</i> |
| Afternoon Session | Lecture: Detection |
| | Lecture: Decontamination |
| | Division into groups |
| | Building up a task force |
| | <i>Coffee/tea break</i> |
| | Preparing for practical training |
| | Equipment handover |
| | Preparing for practical exercises |
| 18:00 – 19:00 | <i>Dinner</i> |
| 19:00 – 20:00 | Individual preparation for practical exercises |
| <i>Tuesday, 25 May 2010</i> | |
| 07:30 – 08:30 | <i>Breakfast</i> |
| 08:30 – 08:45 | Programme administration |
| Morning Session | Practical training: Individual protective equipment (IPE) |
| | <i>Coffee/tea break</i> |
| | Practical training: IPE (continued) |
| | Practical training: Detection |
| 12:15 – 13:45 | <i>Lunch</i> |
| Afternoon Session | Opening lecture: Sampling |
| | Field practical training: Detection, sampling |
| | <i>Coffee/tea break</i> |
| | Field practical training: Evacuation, decontamination |
| 18:00 – 19:00 | <i>Dinner</i> |
| 19:00 – 20:00 | Discussion and evaluation |

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|-------------------------------|---|
| Wednesday, 26 May 2010 | |
| 07:30 – 08:30 | <i>Breakfast</i> |
| Morning Session | Lecture: Modern protective equipment |
| | <i>Coffee/tea break</i> |
| | Introduction to Czech NBC ¹ Group |
| | Lecture: Population Protection Institute |
| | Visit to mobile chemical laboratory |
| 12:15 – 13:45 | <i>Lunch</i> |
| Afternoon Session | Lecture: CWA – medical aspects, prophylaxis |
| | Table-top exercise: Preparation for the exercise |
| | Coffee break |
| | Practical training: Preparation for the exercise |
| 18:00 – 19:00 | <i>Dinner</i> |
| 19:00 – 20:00 | Individual preparation for the exercise |
| Thursday, 27 May 2010 | |
| 07:30 – 08:30 | Breakfast |
| Morning Session | Exercise: 2 scenarios, 2 teams – Part 1 |
| | <i>Coffee/tea break</i> |
| | Evaluation of part 1 of the exercise |
| 12:15 – 13:45 | <i>Lunch</i> |
| Afternoon Session | Exercise: 2 scenarios, 2 teams – Part 2 |
| | <i>Coffee/tea break</i> |
| | Evaluation of part 2 of the exercise |
| 17:30 – 18:30 | <i>Dinner</i> |
| 18:30 – 20:00 | Discussion, evaluation of the overall exercise |
| Friday, 28 May 2010 | |
| 08:00 – 09:00 | <i>Breakfast</i> |
| Morning Session | Equipment maintenance |
| | Equipment handover |
| | <i>Coffee/tea break</i> |
| | Evaluation of the course |
| | Closing session |
| | Preparation for leaving the Population Protection Institute |
| 12:00 – 13:30 | Transfer to Prague |
| Social Programme | Sightseeing in Prague |
| | Transfer to Spiritka Hotel |
| 18:00 – 20:00 | <i>Official dinner</i> |

¹ NBC = Nuclear, Biological, and Chemical

Annex 2

**ADVANCED TRAINING COURSE
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LÁZNĚ BOHDANEČ, THE CZECH REPUBLIC
24 – 28 MAY 2010**

NOMINATION FORM

Please submit the completed form, **along with a brief curriculum vitae**, by **6 April 2010** 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. | Airport of departure | | | |
| 18. | Has the nominee previously taken part in a basic course? | 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"/> | | |

* Please enter name exactly as it is on the participant's passport.

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