



**OPCW**

**Technical Secretariat**

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International Cooperation and Assistance Division

S/891/2011

24 January 2011

ENGLISH only

**NOTE BY THE TECHNICAL SECRETARIAT**

**CALL FOR NOMINATIONS  
FOR SWISS ADVANCED COURSE II  
SPIEZ, SWITZERLAND  
21 – 25 MARCH 2011**

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 for Swiss Advanced Course II on protection against chemical weapons, which will be held at the Nuclear, Biological, and Chemical (NBC) Training Centre in Spiez, Switzerland, from 21 to 25 March 2011.
2. The course, the second 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), the Swiss basic course, or the Swiss laboratory courses (SEF-LAB or Swiss-LAB) can be considered for this advanced course. The course can accommodate a maximum of 30 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, 20 March 2011**, and to depart **no later than Saturday, 26 March 2011**. 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 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). In addition, a copy should be faxed to Mr Matthias Halter, Acting Head of Arms Control and Disarmament Policy, Armed Forces Staff, Federal Department of Defence, Civil Protection and Sports, CH 3003 Berne, Switzerland, at +41 31 325 3040, or e-mailed to [matthias.halter@vtg.admin.ch](mailto:matthias.halter@vtg.admin.ch). All materials must be received **no later than 15 February 2011**. 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 persons are Ms Cristina Rodrigues or Ms Elena Gravilova, who can be reached by e-mail at [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org), by telephone at + 31 (0)70 416 3220, or by fax at + 31 (0)70 416 3209.

Annexes:

- Annex 1: Provisional Programme  
Annex 2: Nomination Form

**Annex 1**

**SWISS ADVANCED COURSE II  
SPIEZ, SWITZERLAND  
21 – 25 MARCH 2011**

**PROVISIONAL PROGRAMME**

<b>Time</b>	<b>Activity</b>
<b><i>Sunday, 20 March 2011</i></b>	
	Arrival of participants
<b><i>Monday, 21 March 2011</i></b>	
06:30 – 07:30	<i>Breakfast</i>
08:00 – 08:30	Keynote address
08:30 – 09:30	Provision of administrative information
09:30 – 10:00	<i>Coffee break</i>
10:00 – 11:00	The Chemical Weapons Convention, and its Article X
11:00 – 12:00	The chemical threat
12:00 – 13:15	<i>Lunch</i>
13:15 – 15:30	Building up a task force; preparing for emergency training
15:30 – 16:00	<i>Coffee break</i>
16:00 – 18:00	Preparing for emergency training (continued)
18:00 – 19:15	<i>Dinner</i>
19:15 – 21:00	Individual preparation for fieldwork
<b><i>Tuesday, 22 March 2011</i></b>	
06:30 – 07:30	<i>Breakfast</i>
07:30 – 09:00	Chemical weapons: Protecting the civil population
09:00 – 09:30	Chemical weapons: Protecting the task force
09:30 – 10:00	<i>Coffee break</i>
10:00 – 12:00	Chemical weapons: Protecting the task force (continued)
12:00 – 13:15	<i>Lunch</i>
13:15 – 15:30	Chemical weapons: Protecting the task force (continued)
15:30 – 16:00	<i>Coffee break</i>
16:00 – 18:00	Chemical weapons: Protecting the task force (continued)
18:00 – 19:15	<i>Dinner</i>
19:15 – 21:00	Individual preparation for fieldwork
<b><i>Wednesday, 23 March 2011</i></b>	
06:30 – 07:30	<i>Breakfast</i>
07:30 – 09:30	Demonstration of field exercise “Hard Day”: Detection, evacuation, decontamination, and sampling
09:30 – 10:00	<i>Coffee break</i>
10:00 – 12:00	Demonstration of field exercise “Hard Day”: Detection, evacuation, decontamination, and sampling (continued)
12:00 – 13:15	<i>Lunch</i>
14:00 – 18:00	Excursion

<b>Time</b>	<b>Activity</b>
<b><i>Thursday, 24 March 2011</i></b>	
06:30 – 07:30	<i>Breakfast</i>
07:30 – 09:30	Monitoring and detection
09:30 – 10:00	<i>Coffee break</i>
10:00 – 10:45	Practical training in using decontaminating device 85
10:45 – 11:30	Administering antidotes/medication
11:30 – 12:00	Introduction to participating in field exercise “Hard Day”
12:00 – 13:15	<i>Lunch</i>
13:15 – 15:15	Preparatory training for field exercise “Hard Day”
15:15 – 15:45	<i>Coffee break</i>
15:15 – 17:30	Preparatory training for field exercise “Hard Day” (continued)
17:30 – 18:00	Debriefing
18:00 – 19:15	<i>Dinner</i>
19:15 – 21:00	Individual preparation for fieldwork
<b><i>Friday, 25 March 2011</i></b>	
06:30 – 07:30	<i>Breakfast</i>
07:30 – 09:30	Part II of the preparatory training for field exercise “Hard Day”
09:30 – 10:00	<i>Coffee break</i>
10:00 – 12:00	Part II of the preparatory training for field exercise “Hard Day” (continued)
12:00 – 13:15	<i>Lunch</i>
13:15 – 14:00	Introduction to the Swiss exercise course
14:00 – 15:00	Maintenance of equipment
15:00 – 16:00	Return of equipment
16:00 – 16:30	<i>Coffee break</i>
16:30 – 17:30	Closing session
17:30 – 18:00	Return of participants to their accommodation
18:00	<i>Official dinner</i>
<b><i>Saturday, 26 March 2011</i></b>	
	Departure of participants

**Annex 2**

**SWISS ADVANCED COURSE II  
SPIEZ, SWITZERLAND  
21 – 25 MARCH 2011**

**NOMINATION FORM**

Please submit the completed form so that it is received **by 15 February 2011** to:  
The Director, International Cooperation and Assistance Division, OPCW  
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.	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.	Airport of departure			
16.	Telephone numbers, including country and city codes	Home		
		Work		
		Mobile		
17.	Fax numbers, including country and city codes	Home		
		Work		
18.	Has the nominee previously attended a Swiss BASIC, CITPRO or Swiss-LAB course (a prerequisite for the present 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 give the family name and the first name(s) exactly as they appear in the nominee's passport.  
\*\* For this and all like items below, please tick the appropriate box.