



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/914/2011

21 March 2011

ARABIC, ENGLISH, and FRENCH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS
FOR THE FIRST ASSISTANCE-AND-PROTECTION COURSE FOR
INSTRUCTORS FROM AFRICAN STATES PARTIES
TSHWANE, SOUTH AFRICA
5 – 16 SEPTEMBER 2011**

1. On behalf of the Government of South Africa and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite States Parties in Africa to nominate representatives to participate in the first assistance-and-protection course for instructors from African States Parties, which will take place from 5 to 16 September 2011 in Tshwane, South Africa.
2. The course will be jointly organised by the Government of South Africa and the Technical Secretariat (hereinafter “the Secretariat”), and will provide training for up to 20 instructors from the region who are involved in emergency response to a chemical incident. The course will cover the following topics:
 - (a) planning and building a support team for civilian protection and defence;
 - (b) rescue and decontamination operations in contaminated areas; and
 - (c) appropriate responses and countermeasures in the event of incidents involving chemical-warfare agents or toxic chemicals.
3. The course will also provide an overview of the kinds of assistance the OPCW, the host country, and other States Parties in Africa can provide, and will help participating States Parties to enhance the ability and skills of instructors in their countries to provide training in how to provide protection against chemical weapons and other toxic chemicals, as well as how to manage chemical incidents.
4. The course will offer an introduction to the use of individual and collective protective equipment; to monitoring, detection, and decontamination; and to sampling techniques. It will also facilitate the exchange of information and experiences regarding the implementation of Article X of the Chemical Weapons Convention (hereinafter “the Convention”), and provide a forum for States Parties to discuss how they can cooperate in the future and what further offers they might make to the OPCW under Article X. The course, which will include a visit to Protechnik Laboratories, will conclude with a table-top and field emergency-response exercise.



5. Given the purpose of the course and its technical nature, candidates will be carefully selected according to the following criteria:
 - (a) All participants should be first responders and/or instructors/trainers, or be involved in developing an emergency-response system in their own countries.
 - (b) All participants must have a good oral and written command of English, because all activities during the course will be conducted in English and no interpretation services of any kind will be available.
 - (c) Preference will be given to instructors from emergency-response units, such as firefighters, ambulance personnel, and police officers.
 - (d) Participants must be physically fit and capable of wearing individual protective gear for several hours at a time in hot weather. Some practical experience with protective equipment is desirable.
6. The Secretariat expects to be able to sponsor a limited number of participants from States Parties. For sponsored participants, it will cover the costs of accommodation and meals. The National Authority of South Africa will also provide all participants with course materials, local transport, and lunch at no cost to either 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.
7. 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 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, 4 September 2011**, and to depart **no later than Saturday, 17 September 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 changes in travel arrangements that it has not authorised. 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.
8. Participants are requested to obtain all necessary visas (including transit visas) before travelling to South Africa. Participants are requested to prepare a short presentation on their chemical emergency-response system, to be presented during the second week of the training.
9. Interested applicants are invited to complete the nomination form that is included as Annex 2 to this Note, making sure to provide all contact details and to indicate their dietary preferences. 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 22 July 2011**. Please be advised that participants must present an OPCW acceptance letter in order to register for the course.

10. Additional information on the course may be obtained from the International Cooperation and Assistance Division. The contact persons are Mrs Cristina Rodrigues, who can be reached at +31 (0)70 416 3774, and Ms Maria Elena Bruno-Pousadela, who can be reached at +31 (0)70 416 3217.

Annexes:

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

Annex 1

**FIRST ASSISTANCE-AND-PROTECTION COURSE FOR INSTRUCTORS
FROM AFRICAN STATES PARTIES
TSHWANE, SOUTH AFRICA
5 – 16 SEPTEMBER 2011**

PROVISIONAL PROGRAMME

Time	Activity
<i>Monday, 5 September 2011</i>	
09:00 – 09:40	Opening
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Lecture: The Convention and the OPCW
12:15 – 13:10	<i>Lunch</i>
13:10 – 13:50	Lecture: National implementation of the Convention
13:55 – 14:35	Lecture: Overview of Protechnik Laboratories
14:40 – 15:20	Lecture: Chemical-warfare agents
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:05	Lecture: Chemical-warfare agents (continued)
19:00	Dinner hosted by OPCW
<i>Tuesday, 6 September 2011</i>	
07:30 – 09:40	Lecture: Toxic industrial chemicals
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 11:25	Lecture: Individual protective equipment
11:30 – 12:15	Practical session: Individual protective equipment
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Practical session: Individual protective equipment (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 16:20	Practical session: Individual protective equipment (continued)
16:25 – 17:05	Practical session: Drills to be followed for speedy decontamination
<i>Wednesday, 7 September 2011</i>	
07:30 – 09:40	Lecture: Detection of chemical agents
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:40	Lecture: Detection of chemical agents (continued)
10:45 – 12:15	Demonstration of detection equipment
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Practical session: Detection of chemical agents
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:05	Practical session: Detection of chemical agents (continued)
<i>Thursday, 8 September 2011</i>	
07:30 – 08:10	Lecture: Dispersion methods
08:15 – 08:55	Lecture: Factors affecting dispersion
09:00 – 09:40	Lecture: Principles of decontamination
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:40	Lecture: HAZMAT ¹ decontamination

¹ HAZMAT = hazardous materials

Time	Activity
10:40 – 12:15	Practical session: Decontamination
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Practical session: Decontamination (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:45 – 17:05	Practical session: Decontamination (continued)
<i>Friday, 9 September 2011</i>	
07:30 – 09:40	Lecture: Implementation of Article X of the Convention
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Lecture: OPCW delivery of assistance operations
12:15 – 13:10	<i>Lunch</i>
13:10 – 13:50	Lecture: Assessing chemical threats
13:55 – 15:20	CBRD ² video
15:20	Afternoon barbecue (Braai)
<i>Saturday, 10 September 2011</i>	
08:15 – 08:55	Breakfast
09:30 – 17:00	Social activity
<i>Sunday, 11 September 2011</i>	
Rest day	
<i>Monday, 12 September 2011</i>	
07:30 – 09:40	Participant presentations
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Participant presentations (continued)
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Participant presentations (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:05	Participant presentations (continued)
<i>Tuesday, 13 September 2011</i>	
07:30 – 09:40	Lecture: Incident management
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Table-top exercise: Incident management
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Table-top exercise: Incident management (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:05	Table-top exercise: Incident management (continued)
<i>Wednesday, 14 September 2011</i>	
07:30 – 09:40	Practical session: Incident management
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Practical session: Incident management (continued)
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Practical session: Incident management (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:05	Practical session: Incident management (continued)

Time	Activity
<i>Thursday, 15 September 2011</i>	
07:30 – 09:40	Practical session: Incident management (continued)
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Practical session: Incident management (continued)
12:15 – 13:10	<i>Lunch</i>
13:30 – 15:40	Visit to Protechnik Laboratories
15:40 – 16:00	<i>Coffee/tea break</i>
16:00 – 17:30	Final Braai
<i>Friday, 16 September 2011</i>	
07:30 – 10:00	Field exercise: Incident management
10:10 – 10:30	<i>Coffee/tea break</i>
10:30 – 10:40	Exercise feedback
10:45 – 11:25	Evaluation of the course by the participants and by the instructors
11:25 – 12:15	Closing ceremony
12:30 – 13:00	<i>Lunch</i>
13:00	Departure

Annex 2

**FIRST ASSISTANCE-AND-PROTECTION COURSE FOR INSTRUCTORS
FROM AFRICAN STATES PARTIES
TSHWANE, SOUTH AFRICA
5 – 16 SEPTEMBER 2011**

NOMINATION FORM

Please submit the completed form, along with a brief curriculum vitae, **by 22 July 2011** 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.	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.	City of departure			
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.	Dietary preferences	None <input type="checkbox"/>	Halal <input type="checkbox"/>	
		Vegetarian <input type="checkbox"/>	Other (please specify) <input type="checkbox"/>	

* 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.