



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/921/2011

18 April 2011

ENGLISH and SPANISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR THE
FOURTH ASSISTANCE-AND-PROTECTION COURSE FOR
LATIN AMERICAN AND CARIBBEAN STATES PARTIES
MADRID, SPAIN
17 – 26 OCTOBER 2011**

1. On behalf of the Government of Spain and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite States Parties in the Latin American and Caribbean region to nominate representatives to participate in the fourth assistance-and-protection course for Latin American and Caribbean States Parties, which will take place from 17 to 26 October 2011 in Madrid, Spain.
2. This course is related to the offer made by Spain under Article X of the Chemical Weapons Convention (hereinafter “the Convention”) to provide assistance and protection against chemical weapons, and will be jointly organised by the Government of Spain and the Technical Secretariat (hereinafter “the Secretariat”). The course will provide training to up to 20 participants in planning for and building a support team in civil protection, in civil defence, and in rescue operations in contaminated areas, as well as in appropriate responses and countermeasures in the event of incidents involving chemical-warfare agents. It will also give an overview of what kinds of assistance the OPCW, the host country, and Member States in the Latin American and Caribbean region can provide.
3. The course will offer a basic introduction to the use of individual and collective protective equipment; to monitoring, detection, and decontamination; and to sampling techniques. The course will also facilitate the exchange of information and experiences regarding the implementation of Article X of the Convention, and will provide a forum for the discussion of future cooperation among participating Member States, and of what further offers they might make to the OPCW under Article X.
4. Given the purpose of the course and its technical nature, candidates will be carefully selected, and should have a solid background in the chemistry associated with assistance and protection against chemical weapons. Preference will be given to instructors from national emergency-response agencies who are involved in dealing with chemical-related incidents. In addition, participants should be physically fit and



be able to wear individual protective gear for several hours during practical sessions of the course. Some practical experience with protective equipment is desirable. Only applicants supported by their National Authority or their Permanent Representation to the OPCW will be considered.

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, medical insurance, and meals, and will provide a limited subsistence allowance to cover sundry expenses. The course materials, accommodation, and local transport during the course will be provided by the National Authority of Spain, at no cost to the participants or to 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, 16 October 2011**, and to depart **no later than Thursday, 27 October 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. All activities during the meeting will be conducted in Spanish, and no interpretation services of any kind will be provided. Participants are therefore expected to have a good command of the Spanish language, both written and oral.
8. Participants are requested to obtain all necessary visas (including transit visas) before travelling to Spain.
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 that are requested. Completed forms should be sent, along with 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 1 September 2011**. Please be advised that participants must present an OPCW acceptance letter in order to register for the course.

10. Additional information may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division. The contact persons are MrMuhammad Kazi (Senior Assistance and Protection Officer) or Ms Maria Elena Bruno Pousadela (Secretary), who can be reached by e-mail at EmergAssistBr@opcw.org, by telephone at + 31 (0)70 416 3217, or by fax at + 31 (0)70 416 3209.

Annexes:

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

Annex 1

**FOURTH ASSISTANCE-AND-PROTECTION COURSE
FOR LATIN AMERICAN AND CARIBBEAN STATES PARTIES
MADRID, SPAIN
17 – 26 OCTOBER 2011**

PROVISIONAL PROGRAMME

Time	Activity
<i>Monday, 17 October 2011</i>	
08:30 – 09:30	Registration
09:30 – 10:00	Opening remarks by a representative from the Secretariat, by the Spanish General Secretary of Defence, and by the Second Vice-President of the Spanish National Authority (ANPAQ ¹)
10:00 – 10:40	The Convention, and the status of implementation of Article X
10:40 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:00	The OPCW: Its structure and future challenges; the role of the Spanish National Authority
12:00 – 12:40	The contribution of the Spanish National Authority to the implementation of Article X
12:40 – 13:30	The Spanish National Authority: Its role in implementing the Convention and related legislation
13:30 – 15:00	<i>Lunch</i>
15:00 – 16:15	Review of national protection programmes
16:15 – 17:30	The resources and equipment of the OPCW, and its assistance-response system
17:30 – 19:00	Reception hosted by the OPCW
<i>Tuesday, 18 October 2011</i>	
08:30 – 10:40	Lecture on chemical-warfare agents
10:40 – 11:00	<i>Coffee/tea break</i>
11:00 – 13:30	Effects of, and treatments for, chemical weapons poisoning
13:30 – 14:30	<i>Lunch</i>
14:30 – 17:00	Detection of chemical-warfare agents
17:00 – 17:30	Question-and-answer session
<i>Wednesday, 19 October 2011</i>	
08:30 – 09:45	Toxic industrial chemicals (TICs)
09:45 – 10:45	Control over foreign trade, defence, and dual-use materials
10:45 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:15	Individual protective equipment (theory)
12:15 – 13:30	Individual protective equipment (practical aspects)
13:30 – 15:00	<i>Lunch</i>
15:00 – 16:00	Collective protection
16:00 – 17:00	NBC ² decontamination
17:00 – 17:30	Question-and-answer session

¹ Autoridad Nacional para la Prohibición de las Armas Químicas

² NBC = Nuclear, biological, chemical

Time	Activity
Thursday, 20 October 2011	
08:30	Transport by bus to the National School of Civil Protection
09:00 – 10:00	The national system of civil protection
10:00 – 11:00	The chemical industry's emergency-response plans
11:00 – 11:30	<i>Coffee/tea break</i>
11:30 – 12:30	Civil protection measures against chemical threats
12:30 – 13:30	Transport to the Instituto Tecnológico "La Marañosa" ³
13:30 – 15:00	<i>Lunch</i>
15:00 – 15:30	Presentation on the work of the Instituto Tecnológico "La Marañosa"
15:30 – 16:30	Fábrica Nacional "La Marañosa", an OPCW designated laboratory
16:30 – 17:00	Visit to the Instituto Tecnológico "La Marañosa"
17:00 – 17:30	Transport to Madrid
Friday, 21 October 2011	
08:30 – 10:00	The NBC defence structure in Spain
10:00 – 11:00	NBC reconnaissance
11:00 – 11:15	<i>Coffee/tea break</i>
11:15 – 12:15	Meteorological tools
12:15 – 13:00	Sampling and analysis and its use in identifying chemical-warfare agents
13:30 – 15:00	<i>Lunch</i>
15:00 – 17:00	Presentations by participants ⁴
Monday, 24 October 2011	
08:30 – 10:00	Chemical terrorism
10:00 – 11:00	The police force: Procedures for handling incidents involving chemical weapons
11:00 – 11:15	<i>Coffee break</i>
11:15 – 12:15	The Guardia Civil: Procedures for handling incidents involving chemical weapons and other toxic chemicals
12:15 – 13:15	Chemical companies and chemical weapons precursors; custody of products
13:15 – 14:30	<i>Lunch</i>
14:30 – 17:00	Decontamination of casualties
17:00 – 17:30	Question-and-answer session
Tuesday, 25 October 2011	
08:15	Transport by bus to the Casualties Decontamination Centre
09:00 – 10:00	Presentation on the Casualties Decontamination Centre
10:00 – 13:30	Tour of the Casualties Decontamination Centre (including a practical exercise)
13:30 – 14:00	Return
14:00 – 16:00	<i>Lunch</i>
16:00 – 17:00	Presentations by participants

³ Technological Institute "La Marañosa"

⁴ Participants are expected to prepare in advance their presentations on national implementation of Article X.

Time	Activity
<i>Wednesday, 26 October 2011</i>	
09:00 – 10:00	Tools for management of emergency measures in response to a chemical event: ERG, WISER, and NBC-Analysis ⁵
10:00 – 10:45	Evaluation of the training by the participants
10:45 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:00	Closing ceremony
12:00	Reception hosted by the Ministry of Industry

⁵ ERG = Emergency-response Guidebook; WISER = Wireless Information System for Emergency Responders; and NBC-Analysis = nuclear, biological and chemical analysis.

Annex 2

**FOURTH ASSISTANCE-AND-PROTECTION COURSE
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17 – 26 OCTOBER 2011**

NOMINATION FORM

Please submit the completed form, along with a brief curriculum vitae, by
1 September 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.	Government body making the nomination			
2.	Family name of nominee*			
3.	First name(s)*			
4.	Date of birth	Day	Month	Year
5.	Citizenship			
6.	Gender**	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
7.	Passport number			
8.	Date of issue	Day	Month	Year
9.	Expiry date	Day	Month	Year
10.	Place of issue			
11.	Areas of expertise			
12.	Employer			
13.	Position			
14.	Contact address (Please do not give a post-office box number)	Street		
		Number	Post code	
		City		
		Country		
15.	Airport of departure			
16.	E-mail address			
17.	Telephone numbers, including country and city codes	Home		
		Work		
		Mobile		
18.	Fax numbers, including country and city codes	Home		
		Work		

* 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.

19.	Has the nominee previously attended a course of this kind?	Yes <input type="checkbox"/> No <input type="checkbox"/> If so, when and where?
20.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/> No <input type="checkbox"/>
21.	Meal preferences	No <input type="checkbox"/> Yes <input type="checkbox"/> If so, please describe
22.	Size:	Gloves S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/>
		Boots (number):
		Height (m):
		Weight (kg):