



Verification Division  
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### NOTE BY THE DIRECTOR-GENERAL

#### **SCHEDULE FOR OFFICIAL OPCW PROFICIENCY TESTS IN 2013 AND 2014 AND CALL FOR DESIGNATED LABORATORIES TO ASSIST WITH SAMPLE PREPARATION FOR PROFICIENCY TESTS IN 2014 AND BEYOND**

1. The Director-General wishes to inform Member States of the schedule and arrangements for the following four official OPCW proficiency tests:
  - (a) the Thirty-Third and Thirty-Fourth Official OPCW Proficiency Tests will be conducted in 2013; and
  - (b) the Thirty-Fifth and Thirty-Sixth Official OPCW Proficiency Tests will be conducted in 2014.
2. The 2013 and 2014 tests will be conducted in accordance with the following set of quality-management system (QMS) documents:
  - (a) “Standard Operating Procedure for the Organisation of OPCW Proficiency Tests” (QDOC/LAB/SOP/PT01);
  - (b) “Work Instruction for the Preparation of Test Samples for OPCW Proficiency Tests” (QDOC/LAB/WI/PT02);
  - (c) “Work Instruction for the Evaluation of Results of OPCW Proficiency Tests” (QDOC/LAB/WI/PT03); and
  - (d) “Work Instruction for the Reporting of the Results of the OPCW Proficiency Tests” (QDOC/LAB/WI/PT04).
3. The test schedule and the laboratories that will be assisting are as follows:
  - (a) The Thirty-Third Official OPCW Proficiency Test will be conducted in the spring of 2013. The Laboratory of Analytical Chemistry, Research Institute of Chemical Defence, China, will prepare the test samples. Verification Laboratory, Defence Medical and Environmental Research Institute, DSO National Laboratories, Singapore, will assist in the evaluation of the results.
  - (b) The Thirty-Fourth Official OPCW Proficiency Test will be conducted in the autumn of 2013. The Chemical Analysis Laboratory, CB Department, Agency for Defence Development, Republic of Korea, will prepare the test samples.



The Defence Science and Technology Laboratory (Dstl), United Kingdom of Great Britain and Northern Ireland, will assist in the evaluation of the results.

- (c) The Thirty-Fifth Official OPCW Proficiency Test will be conducted in the spring of 2014. No laboratory has currently been assigned to assist with sample preparation (see paragraph 4 below). The Finnish Institute for Verification of Chemical Weapons Convention (VERIFIN), Finland, will assist in the evaluation of the results.
- (d) The Thirty-Sixth Official OPCW Proficiency Test will be conducted in the autumn of 2014. No laboratory has currently been assigned to assist with sample preparation (see paragraph 4 below). Lawrence Livermore National Laboratory (LLNL), United States of America, will assist in the evaluation of the results.
4. No designated laboratory has been assigned to assist with sample preparation in the Thirty-Fifth and the Thirty-Sixth Official OPCW Proficiency Tests. Therefore, the Technical Secretariat requests Member States and their designated laboratories to volunteer to assist in proficiency testing. In addition to laboratories assisting with proficiency testing in 2014, assistance is requested both for sample preparation and for evaluation of testing to be conducted in 2015 and beyond.
5. The tentative dates for the proficiency tests are as follows:

<b>Proficiency Test</b>	<b>Time of Year</b>	<b>Sample Dispatch *</b>	<b>Meeting to Discuss a Preliminary Evaluation of the Results</b>
Thirty-Third	Spring 2013	5 April 2013	2 July 2013
Thirty-Fourth	Autumn 2013	18 October 2013	13 February 2014**
Thirty-Fifth	Spring 2014	18 April 2014*	8 July 2014**
Thirty-Sixth	Autumn 2014	10 October 2014*	12 February 2015**

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\* The dates that are listed are tentative.

\*\* These dates are subject to change (either to one week earlier or one week later than the date indicated).