



Verification Division
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NOTE BY THE DIRECTOR-GENERAL

TENTATIVE SCHEDULE FOR OFFICIAL OPCW PROFICIENCY TESTS IN 2014 AND 2015 AND CALL FOR DESIGNATED LABORATORIES TO ASSIST WITH SAMPLE PREPARATION FOR PROFICIENCY TESTS IN 2015 AND BEYOND

1. The Director-General wishes to inform Member States of the schedule and arrangements for the following four official OPCW proficiency tests:¹
 - (a) the Thirty-Fifth and Thirty-Sixth Official OPCW Proficiency Tests will be conducted in 2014; and
 - (b) the Thirty-Seventh and Thirty-Eighth Official OPCW Proficiency Tests will be conducted in 2015.

2. The 2014 and 2015 tests will be conducted in accordance with the following set of quality management system 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-Fifth Official OPCW Proficiency Test will be conducted in the spring of 2014. Defense Chemical Research Laboratory, Iran (Islamic Republic of), will prepare the test samples. The Finnish Institute for Verification of the Chemical Weapons Convention (VERIFIN), Finland, will assist in the evaluation of the results.

¹ Note: The Technical Secretariat is reviewing the entire proficiency testing programme and this review may result in changes to the programme, including the number of proficiency tests conducted per year.



- (b) The Thirty-Sixth Official OPCW Proficiency Test will be conducted in the autumn of 2014. Defence Laboratories Department, Belgium, will prepare the test samples. Lawrence Livermore National Laboratory (LLNL), United States of America, will assist in the evaluation of the results.
- (c) The Thirty-Seventh Official OPCW Proficiency Test will be conducted in the spring of 2015. No laboratory has currently been assigned to assist with sample preparation (see paragraph 4 below). TNO Defence, Security and Safety, the Netherlands, will assist in the evaluation of the results.
- (d) The Thirty-Eighth Official OPCW Proficiency Test will be conducted in the autumn of 2015. No laboratory has currently been assigned to assist with sample preparation (see paragraph 4 below). Laboratorio de Verificación de Armas Químicas (LAVEMA), Instituto Tecnológico “La Marañosa”, Spain, will assist in the evaluation of the results.
4. No designated laboratory has been assigned to assist with sample preparation in the Thirty-Seventh and the Thirty-Eighth 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 to assist with proficiency testing in 2015, assistance is requested both for sample preparation and for the evaluation of testing to be conducted in 2016 and beyond.
5. The tentative dates for the proficiency tests are as follows:

Proficiency Test	Time of Year	Sample Dispatch	Meeting to Discuss a Preliminary Evaluation of the Results
Thirty-Fifth	Spring 2014	22 April 2014	15 July 2014
Thirty-Sixth	Autumn 2014	17 October 2014	11 February 2015
Thirty-Seventh	Spring 2015	17 April 2015	8 July 2015
Thirty-Eighth	Autumn 2015	16 October 2015	10 February 2016