



**OPCW**

**Technical Secretariat**

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International Cooperation and Assistance Division

S/1154/2014

4 February 2014

ENGLISH only

**NOTE BY THE DIRECTOR-GENERAL**

**CALL FOR NOMINATIONS FOR AN ADVANCED TRAINING COURSE IN CIVIL  
DEFENCE AGAINST CHEMICAL WEAPONS  
LÁZNĚ BOHDANEČ, CZECH REPUBLIC  
19 - 23 MAY 2014**

1. On behalf of the Government of the Czech Republic and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite Member States to nominate participants for an advanced training course on civil defence against chemical weapons, to be held at the Population Protection Institute, Lázně Bohdaneč, the Czech Republic, from 19 to 23 May 2014.
2. The course will be jointly organised by the Government of the Czech Republic and the Technical Secretariat (hereinafter “the Secretariat”). It will provide training to up to 15 participants in planning for, and in the preparation, conduct, and evaluation of, response operations in contaminated areas, as well as in appropriate responses and countermeasures in the event of incidents involving chemical weapons or toxic industrial chemicals.
3. The course will include an advanced component on complex emergency responses to a crisis involving chemical weapons or toxic industrial chemicals. Participants will also receive advanced instruction on detection and reconnaissance, decontamination, the use of individual protective equipment, the medical aspects of a response, and managing a response. In addition, they will receive training in mounting a response in potentially contaminated areas.
4. Given the purpose of the course, and its technical nature, candidates will be carefully selected. They should have a background in the chemistry associated with assistance and protection against chemical agents. Preference will also be given to individuals who have already taken one or more OPCW basic courses. In addition, participants should be physically fit and be able to wear individual protective equipment for several hours at a time during the practical sessions of the course.
5. The Secretariat expects to be able to sponsor a limited number of participants from States Parties. Each nomination should specify whether sponsorship is a condition of the nominee’s participation. The course materials, accommodation, and local transport during the course will be provided by the National Authority of the Czech Republic, 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, 18 May 2014**, and to depart no later than **Saturday, 24 May 2014**. 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.
7. All activities during the course will be conducted in English, and no interpretation services of any kind will be provided. Participants are therefore expected to have a good command of both written and spoken English.
8. Participants are requested to obtain all necessary visas, including transit visas, before travelling to the Czech Republic.
9. Interested applicants are invited to register their nomination online via the OPCW website at <http://www.opcw.org/events>, no later than **14 March 2014**. Please note that all the required questions (indicated with \*) need to be answered in order for the candidate to be eligible to apply for this event.
10. Please be advised that participants must present an OPCW acceptance letter in order to register for the course. Those who have been selected to participate will be contacted no later than two weeks after the submission deadline.
11. Additional information may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division. The contact person is Mrs Ditta Ciganikova (tel.: +31 (0)70 416 3261; email: [Ditta.Ciganikova@opcw.org](mailto:Ditta.Ciganikova@opcw.org)).

Annex: Programme

## Annex

**ADVANCED TRAINING COURSE IN  
CIVIL DEFENCE AGAINST CHEMICAL WEAPONS  
LÁZNĚ BOHDANEČ, CZECH REPUBLIC  
19 – 23 MAY 2014**

**PROGRAMME**

<b>Time</b>	<b>Activity</b>
<b>Sunday, 18 May 2014</b>	
	Arrival of participants in Prague; transfer to Lázně Bohdaneč
	Registration
<b>Monday, 19 May 2014</b>	
07:30 – 08:30	<i>Breakfast</i>
08:30 – 09:00	Official opening, keynote speech
09:00 – 09:15	Official photo
09:15 – 10:00	Administrative information, introduction of participants
10:00 – 10:30	<i>Coffee/tea break</i>
10:30 – 11:00	Lecture: Article X of the Chemical Weapons Convention
11:00 – 11:30	Lecture: chemical weapons disarmament
11:30 – 12:00	Lecture: Integrated Rescue System of the Czech Republic
12:00 – 13:30	<i>Lunch</i>
13:30 – 14:00	Refresher lecture: detection
14:00 – 14:30	Refresher lecture: decontamination
14:30 – 14:45	Division into working groups (WG1, WG2), setting up a task force
14:45 – 15:00	Assignment of special task for each participant, relating to individual protective equipment, and detection
15:00 – 15:30	<i>Coffee/tea break</i>
15:30 – 17:00	Self-study session with the assistance of lecturers, use of course manuals, training with utilities (two classes running in parallel)
17:00 – 18:00	Equipment handover
18:00 – 19:00	<i>Dinner</i>
19:00 – 20:00	Individual preparation for participants' presentations
<b>Tuesday, 20 May 2014</b>	
07:00 – 08:00	<i>Breakfast</i>
08:00 – 08:15	Programme administration
08:15 – 10:00	Lectures, demonstrations, practical training: each participant presents the assigned task (two classes running in parallel)
10:00 – 10:30	<i>Coffee/tea break</i>
10:30 – 12:15	Lectures, demonstrations, practical training: each participant presents the assigned task (two classes running in parallel – continued)
12:30 – 14:00	<i>Lunch</i>
14:00 – 14:30	Lecture: sampling
14:30 – 16:00	On-site training: detection, sampling, decontamination (3 teams, rotation of work stations)
16:00 – 16:30	<i>Coffee/tea break</i>
16:30 – 18:00	On-site training: detection, sampling, decontamination (3 teams, rotation of work stations – continued)
18:00 – 19:00	<i>Dinner</i>

<b>Wednesday, 21 May 2014</b>	
07:00 – 08:00	<i>Breakfast</i>
08:00 – 09:30	Lecture: modern protective equipment
09:30 – 10:30	Lecture: modern detection equipment
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 11:30	Lecture: analysis of toxic chemicals in the Population Protection Institute
11:30 – 12:00	Demonstration: HazMat Reconnaissance Vehicle
12:00 – 13:30	<i>Lunch</i>
13:30 – 14:00	Transfer to Hradec Kralove
14:00 – 15:30	Lecture, practical demonstration: chemical-warfare agents – medical aspects, prophylaxis
15:30 – 16:00	Transfer to Lázně Bohdaneč
16:00 – 16:30	<i>Coffee/tea break</i>
16:30 – 17:00	Table top exercise: hot-zone management, two field exercise scenarios
17:00 – 18:00	Table top exercise: detection, sampling, decontamination
18:00 – 19:00	<i>Dinner</i>
19:00 – 20:00	Individual preparation for field exercises
<b>Thursday, 22 May 2014</b>	
07:00 – 08:00	<i>Breakfast</i>
08:30 – 10:30	Field exercise 1: terrorist attack – chemical-warfare agent incident (Part 1)
10:30 – 11:00	<i>Coffee/tea break</i>
11:00 – 11:30	<i>Hygiene break</i>
11:30 – 12:15	Evaluation of field exercise 1, discussion
12:30 – 14:00	<i>Lunch</i>
14:00 – 16:00	Field exercise 2: terrorist attack – chemical-warfare agent incident (Part 2)
16:00 – 16:30	<i>Coffee/tea break</i>
16:30 – 17:00	<i>Hygiene break</i>
17:00 – 17:30	Evaluation of field exercise 2, discussion
17:30 – 18:00	Debriefing overall field exercises
18:00 – 19:00	<i>Dinner</i>
19:00 – 21:00	Collective programme
<b>Friday, 23 May 2014</b>	
08:00 – 09:00	<i>Breakfast</i>
09:00 – 09:20	Lecture, demonstration, practical training: a participant presents the assigned task (two classes running in parallel)
09:20 – 10:00	Equipment maintenance, return of equipment
10:00 – 10:30	<i>Coffee/tea break</i>
10:30 – 11:00	Evaluation of the course
11:00 – 12:00	Official closing ceremony
12:00 – 13:00	Transfer to Prague
13:00 – 16:00	Sightseeing in Prague
16:00 – 17:00	Transfer to hotel
17:00 – 18:00	Check-in
18:00 – 20:00	<i>Official dinner</i>