



**OPCW**

**Technical Secretariat**

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International Cooperation and Assistance Division

S/1170/2014

26 March 2014

ENGLISH only

**NOTE BY THE DIRECTOR-GENERAL**

**CALL FOR NOMINATIONS  
FOR THE THIRD OPCW ASSISTANCE-AND-PROTECTION TRAINING COURSE  
FOR INSTRUCTORS  
THE HAGUE, THE NETHERLANDS  
27 AUGUST – 3 SEPTEMBER 2014**

1. The Director-General of the Organisation for the Prohibition of Chemical Weapons (OPCW) wishes to invite States Parties to nominate representatives to participate in the third OPCW training course for instructors in assistance-and-protection, which will take place at OPCW Headquarters from 27 August to 3 September 2014 in The Hague, the Netherlands.
2. The course will be organised by the Technical Secretariat (hereinafter “the Secretariat”), and will provide training for up to 20 instructors who are involved in emergency response to a chemical incident. The course will cover the following topics:
  - (a) protection of personnel during a chemical emergency;
  - (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 can provide, and will help participating States Parties to enhance the ability and skills of instructors in their countries to offer training in how to provide protection against chemical weapons and other toxic chemicals, as well as in 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 will include table-top and field emergency-response exercises.



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 fire-fighters, ambulance personnel, and police officers.
  - (d) Participants must be physically fit and capable of wearing individual protective gear for several hours at a time. Some practical experience with protective equipment is desirable.
6. Applications will be carefully screened on the basis of the criteria specified in paragraph 5 above. Only the most suitable applicants will be selected.
7. 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. Further details regarding accommodation, the course venue, and transport will be issued to all confirmed participants at a later date.
8. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. In order for the Secretariat to keep costs to a minimum, sponsored participants are expected to arrive no earlier than Tuesday, 26 August 2014, and to depart no later than Thursday, 4 September 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 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.
9. Participants are requested to obtain all necessary visas (including transit visas) before travelling to the Netherlands. Interested applicants are invited to register their nominations online no later than **2 May 2014** via the OPCW website at: **<http://www.opcw.org/events>**. Please note that in order to be eligible to apply for this event, candidates must provide responses to all the required questions marked with an asterisk (\*). Please be advised that participants must present an OPCW acceptance letter in order to register for the course at OPCW Headquarters. Participants are also expected to complete the e-learning module, which can be found at: [http://opcw.csod.com/selfreg/register.aspx?c=opcw\\_ext\\_delegate](http://opcw.csod.com/selfreg/register.aspx?c=opcw_ext_delegate).
10. Additional information on the course may be obtained from the International Cooperation and Assistance Division. The contact persons are Ms Ditta Ciganikova, who can be reached at +31 (0)70 416 3261, and Ms Olesea Becu, who can be reached at +31 (0)70 416 3593.

Annexes:

Annex 1: Provisional Programme

Annex 2: Nomination Form

## Annex 1

**THIRD OPCW ASSISTANCE-AND-PROTECTION TRAINING COURSE  
FOR INSTRUCTORS  
THE HAGUE, THE NETHERLANDS  
27 AUGUST – 3 SEPTEMBER 2014**

**PROVISIONAL PROGRAMME**

<b>Time</b>	<b>Activity</b>
<b><i>Wednesday, 27 August 2014</i></b>	
09:00 – 09:40	Opening
09:40 – 09:50	Group photo
09:50 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:45	Lecture: The history of chemical weapons and of chemical non-proliferation; introduction to the CWC <sup>1</sup>
10:45 – 11:45	Lecture: Implementation of Article X of the CWC
11:45 – 12:15	Discussion
12:15 – 13:15	<i>Lunch</i>
13:15 – 14:00	Lecture: Chemical-warfare agents (CWAs) and toxic industrial chemicals (TICs): Their types, their effects, and their chemical properties
14:00 – 14:45	Lecture: CWAs and TICs: Signs and symptoms
15:00 – 15:15	<i>Coffee/tea break</i>
15:15 – 16:15	Lecture: The threat posed by hazardous chemicals: Risk assessment and analysis
16:15 – 17:00	Lecture: CWAs and TICs: medical countermeasures
18:00	<i>Reception hosted by the OPCW</i>
<b><i>Thursday, 28 August 2014</i></b>	
09:00 – 10:00	Lecture: The principles of protection against chemicals
10:00 – 10:45	Lecture: The principles of self-protection; respiratory protection; body protection; heat stress
10:45 – 11:00	<i>Coffee/tea break</i>
11:00 – 12:15	Lecture: The principles of self-protection; respiratory protection; body protection; heat stress (continued)
12:15 – 14:00	<i>Lunch</i>
14:00	Transfer to Wassenaar training site
14:30 – 17:00	Practical session on protection against chemicals
<b><i>Friday, 29 August 2014</i></b>	
09:00 – 10:00	Lecture: Methods for dispersion of chemical agents
10:00 – 11:00	Lecture: The principles of detection
11:00 – 11:15	<i>Coffee/tea break</i>
11:15 – 12:15	Lecture: Sampling
12:15 – 14:00	<i>Lunch</i>
14:00	Transfer to Wassenaar training site
14:30 – 17:00	Practical session on detection and sampling

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CWC = Chemical Weapons Convention

<b>Time</b>	<b>Activity</b>
<b><i>Saturday, 30 August 2014</i></b>	
09:00 – 10:00	Lecture: The principles of decontamination
10:00 – 11:00	Lecture: Establishment of decontamination line
11:00 – 11:15	Coffee/tea break
11:15 – 12:15	Practical session on decontamination
<i>12:15 – 14:00</i>	<i>Lunch</i>
14:00 – 17:00	Practical session on decontamination
<b><i>Monday, 1 September 2014</i></b>	
09:00 – 10:00	Lecture: Incident Command System (ICS)
10:00 – 11:00	Lecture: Design and conduct of the training
<i>11:00 – 11:15</i>	<i>Coffee/tea break</i>
11:15 – 12:15	Lecture: Design and conduct of the training
12:15 – 14:00	Lunch
14:00	Transfer to Wassenaar training site
14:30 – 17:00	Practical session on design and conduct of an exercise
<b><i>Tuesday, 2 September 2014</i></b>	
09:00 – 10:00	Lecture: Table-top exercise – planning
10:00 – 11:00	Lecture: Table-top exercise – scenario, case studies
<i>11:00 – 11:15</i>	<i>Coffee/tea break</i>
11:15 – 12:15	Lecture: Table-top exercise – conduct, facilitation
<i>12:15 – 14:00</i>	<i>Lunch</i>
14:00 – 17:00	Table-top exercise
<b><i>Wednesday, 3 September 2014</i></b>	
09:00 – 11:00	Field exercise
<i>11:00 – 11:15</i>	<i>Coffee/tea break</i>
11:15 – 12:15	Field exercise: Debriefing session
<i>12:15 – 14:00</i>	<i>Lunch</i>
14:00 – 15:45	Evaluation
15:45 – 17:00	Presentation of certificates and closing ceremony
17:00	Departure of participants

## Annex 2

**THIRD OPCW ASSISTANCE-AND-PROTECTION TRAINING COURSE  
FOR INSTRUCTORS  
THE HAGUE, THE NETHERLANDS  
27 AUGUST– 3 SEPTEMBER 2014**

**NOMINATION FORM**

Please type or use BLOCK LETTERS.

	Family name of nominee *			
	First name(s) *			
	Date of birth	Day	Month	Year
	Citizenship			
	Gender **	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
	Passport number			
	Date of issue	Day	Month	Year
	Expiry date	Day	Month	Year
	Place of issue			
	Areas of expertise			
	Employer			
	Position			
	Contact address (Please do not give a post-office box number)	Street		
		Number	Post code	
		City		
		Country		
	E-mail address			
	Telephone numbers, including country and city codes	Home		
		Work		
		Mobile		
	Fax numbers, including country and city codes	Home		
		Work		
	City of departure			
	Has the nominee previously taken part in a course of this kind?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	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.

Size	Gloves:	S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/>
	Boots (number):	
	Height (m):	
	Weight (kg):	

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