



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/1226/2014

25 November 2014

ENGLISH and SPANISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS FOR A BASIC COURSE
ON CHEMICAL EMERGENCY RESPONSE FOR STATES PARTIES
OF THE LATIN AMERICA AND CARIBBEAN REGION (CAPEQ-4),
RIO DE JANEIRO, BRAZIL
23 – 27 MARCH 2015**

1. On behalf of the Government of Brazil and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite States Parties from the Latin American and Caribbean region to nominate representatives to participate in the third regional training cycle in assistance and protection, which will start with a basic course on chemical emergency response, to take place from 23 to 27 March 2015 in Rio de Janeiro, Brazil.
2. The course will be jointly organised by the Government of Brazil and the Technical Secretariat (hereinafter “the Secretariat”). It will provide training to up to 25 participants in the basics of assistance and protection against chemical warfare agents and incidents with toxic industrial chemicals, as established by Article X of the Chemical Weapons Convention (hereinafter “the Convention”), with an emphasis in chemical emergency response.
3. Selected participants for this basic course are expected to participate in the second phase of this cycle, which will consist of an advanced assistance-and-protection course that will be conducted in Buenos Aires, Argentina, at a later date. Accordingly, selected participants for this basic course will be automatically invited to participate in the advanced course in Argentina.
4. The course will offer a basic introduction to general aspects of chemical warfare agents and toxic industrial chemicals, the use of individual protective equipment, monitoring, detection, and decontamination, and will cover elements of risk assessment, prevention, and response to chemical emergencies. The course is also aimed at facilitating the exchange of information and networking among the participants, with a view to enhancing the implementation of Article X of the Convention in the GRULAC¹ region.

¹

GRULAC = Group of Latin American and Caribbean States.



5. Given the purpose of the course and its technical nature, candidates will be carefully selected, and should have a background in the field of chemistry associated with assistance and protection against chemical agents. Preference will also be given to officers from emergency-response units from institutions involved in civilian defence. Participants should be physically fit and able to wear individual protective gear during practical sessions of the course.
6. Endorsement by the National Authority is a precondition for being considered in the selection process.
7. The Secretariat expects to be able to sponsor a limited number of participants. When proposing candidates for the course, Member States should specify whether such sponsorship is a condition of their participation. For sponsored participants, the Secretariat will cover the cost of travel, accommodation, transfer (airport/hotel/airport), medical insurance, meals (lunch), and will provide a limited subsistence allowance to cover sundry expenses.
8. Further details regarding accommodation, the course venue, transport, and the final programme will be issued to participants in due course.
9. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. Sponsored participants are encouraged to use the tickets provided by the Secretariat. Participants are expected to arrive no earlier than **Sunday, 22 March 2015** and to depart no later than **Saturday, 28 March 2015**. 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.
10. The course will be presented in Spanish and participants are required to have a good working knowledge of Spanish, both written and oral.
11. Participants are requested to obtain all necessary visas (including transit visas) before travelling to Brazil.
12. Interested Member States are invited to complete the nomination form that is included as Annex 2 to this Note, giving each nominee's full name, passport details and address, fax and telephone numbers, e-mail address, and area(s) of expertise. The completed nomination form, together with a brief curriculum vitae for each nominee, should be sent to the Assistance and Protection Branch, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. Nominations may be submitted by e-mail to EmergAssistBr@opcw.org, but also by fax to +31 (0)70 416 3209. Nominations should be submitted as soon as possible, but no later than **16 January 2015**, to allow sufficient time for the Secretariat to make the necessary arrangements.

13. A provisional programme for the course is included as Annex 1 to this Note; further details will be issued at a later date. Any questions may be addressed to the Assistance and Protection Branch, International Cooperation and Assistance Division:

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	Ms Maria Elena Bruno Pousadela	+31 (0)70 416 3217
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Annexes:

Annex 1: Provisional Programme

Annex 2 (English only): Nomination Form

Annex 1

**BASIC COURSE ON CHEMICAL EMERGENCY RESPONSE FOR STATES
PARTIES OF THE LATIN AMERICA AND CARIBBEAN REGION (CAPEQ-4),
RIO DE JANEIRO, BRAZIL
23 – 27 MARCH 2015**

PROVISIONAL PROGRAMME

Time	Activity
<i>Sunday, 22 March 2015</i>	
	Arrival of the participants
<i>Monday, 23 March 2015</i>	
08:30 – 09:00	Registration, administrative and practical information on the course
09:00 – 09:45	Opening ceremony
09:45 – 10:00	Official photograph
10:00 – 10:15	<i>Coffee break</i>
10:15 – 11:00	Lecture: The Chemical Weapons Convention and Article X
11:00 – 11:45	Lecture: The Brazilian National Authority to the Convention
11:45 – 12:30	Lecture: The Brazilian CBRN ² defence system
12:30 – 13:30	<i>Lunch</i>
13:30 – 14:15	Lecture: The Brazilian chemical industry and chemical safety
14:15 – 15:00	Lecture: The CBRN threat
15:00 – 15:15	<i>Coffee break</i>
15:15 – 16:15	Lecture: General aspects of chemical warfare agents (CWAs) (chemistry, characteristics, effects)
16:15 – 17:00	Lecture: General aspects of toxic industrial chemicals (TICs) (chemistry, characteristics, effects)
17:00 – 17:30	Lecture: Convergence of chemistry and biology
19:00	Opening dinner hosted by the Brazilian National Authority
<i>Tuesday, 24 March 2015</i>	
07:00 – 08:30	Transport to the Ministry of Defence (MoD) facility
08:30 – 09:15	Lecture: CWA detection
09:15 – 10:00	Lecture: Protection against CWAs and TICs
10:00 – 10:15	<i>Coffee break</i>
10:15 – 11:00	Lecture: CWA Sampling
11:00 – 11:45	Lecture: CWA analysis
11:45 – 12:30	Lecture: Decontamination
12:30 – 13:30	<i>Lunch</i>
13:30 – 15:00	Practical exercise: Use of personal protective equipment (PPE) (levels A, B and C)
15:00 – 15:15	<i>Coffee break</i>
15:15 – 17:30	Practical exercise: Sampling and detection
<i>Wednesday, 25 March 2015</i>	
07:00 – 08:30	Transport to the MoD facility
08:30 – 10:00	Lecture: Triage and medical management of CWA casualties
10:00 – 10:15	<i>Coffee break</i>

Time	Activity
10:15 – 12:30	Demonstration: Triage and medical management of CWA casualties
12:30 – 13:30	<i>Lunch</i>
13:30 – 14:15	Demonstration: Operation of a company-level decontamination module
14:15 – 15:00	Practical exercise: Decontamination
15:00 – 15:15	<i>Coffee break</i>
15:15 – 16:00	Visit: Mobile laboratories
16:00 – 16:45	Lecture: Risk assessment on chemicals
16:45 – 17:30	Table-top exercise (TTX): HAZOP analysis
19:30	Cocktail hosted by OPCW
<i>Thursday, 26 March 2015</i>	
08:30 – 09:15	Lecture: Incident Command System (ICS)
09:15 – 10:00	TTX – ICS
10:00 – 10:15	<i>Coffee break</i>
10:15 – 11:00	Lecture: Contingency planning on chemical emergencies
11:00 – 12:30	TTX – Contingency planning with CWAs
12:30 – 13:30	<i>Lunch</i>
13:30 – 15:00	TTX – Contingency planning with TICs
15:00 – 15:15	<i>Coffee break</i>
15:15 – 16:15	Discussion: Evaluation on the contingency plans prepared by the participants on CWA and TIC emergencies
16:15 – 17:00	Lecture: Final integration exercise
17:00 – 17:40	Planning: Response plan to the final integration exercise scenario
<i>Friday, 27 March 2015</i>	
07:00 – 08:30	Transport to the MoD facility
08:30 – 13:00	Field Exercise: Final integration exercise
13:00 – 13:30	Hygiene break and return of the equipment
13:30 – 15:00	<i>Closing Lunch</i>
15:00 – 15:30	Discussion: Evaluation of final exercise
15:30 – 16:00	Course evaluation
16:00 – 16:45	Closing ceremony and handover of certificates
16:45 – 20:00	City tour
<i>Saturday, 28 March 2015</i>	
	Departure of participants

Annex 2

**BASIC COURSE ON CHEMICAL EMERGENCY RESPONSE FOR STATES
PARTIES OF THE LATIN AMERICA AND CARIBBEAN REGION (CAPEQ-4),
RIO DE JANEIRO, BRAZIL
23 – 27 MARCH 2015**

NOMINATION FORM

Please submit the completed form, along with a brief curriculum vitae, by **16 January 2015**
to: The Director, International Cooperation and Assistance Division, OPCW

Attention: 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.	Family name of nominee ³			
2.	First name(s)			
3.	Date of birth	Day	Month	Year
4.	Citizenship			
5.	Gender ⁴	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
6.	Passport number			
7.	Date of issue	Day	Month	Year
8.	Expiry date	Day	Month	Year
9.	Place of issue			
10.	Areas of expertise			
11.	Employer			
12.	Position			
13.	Contact address (Please do not give a post-office box number)	Street		
		Number	Post code	
		City		
		Country		
14.	Airport of departure			
15.	E-mail address			
16.	Telephone numbers, including country and city codes	Home		
		Work		
		Mobile		
17.	Endorsement by National Authority			
18.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

³

Please give the first and family names exactly as they appear in the nominee's passport.

⁴

For this and all like items, please tick the appropriate box.