

**NOTE BY THE DIRECTOR-GENERAL****CALL FOR NOMINATIONS FOR A COURSE ON ASSISTANCE AND PROTECTION  
AGAINST CHEMICAL WEAPONS  
KUOPIO, FINLAND  
31 AUGUST - 4 SEPTEMBER 2015**

1. On behalf of the Government of Finland and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite Member States to nominate participants for a training course on assistance and protection against chemical weapons, to be held at the Crisis Management Centre (CMC) in Kuopio, Finland, from 31 August to 4 September 2015.
2. The course will be jointly organised by the Government of Finland and the Technical Secretariat (hereinafter “the Secretariat”). It will provide training to up to 20 participants in planning for and building a support team in civilian protection and rescue operations in contaminated areas, as well as in appropriate responses, including countermeasures, in the event of incidents involving chemical-warfare agents.
3. The course will offer a basic introduction to the use of individual protective equipment, and to monitoring, detection, and decontamination. It will also facilitate the exchange of information and experiences regarding the implementation of Article X of the Chemical Weapons Convention, and will provide a forum for the discussion of future cooperation among States Parties and of what further offers they might make to the OPCW under Article X. The course will conclude with a practical emergency-response exercise.
4. Given the purpose of the course and its technical nature, candidates will be carefully selected and should have a background in the chemistry associated with assistance and protection against chemical agents. Preference will also be given to officers from emergency-response units involved in civilian protection. In addition, participants should be physically fit and be able to wear individual protective gear for several hours at a time during the practical sessions of the course. Some practical experience with protective equipment is desirable. Only applicants supported by their National Authority or their Permanent Representation to the OPCW will be considered.
5. 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 and medical insurance, and will provide a limited subsistence allowance to cover sundry expenses. Accommodation, breakfast, and lunch during the course will be arranged by the Government of Finland for



sponsored participants, and will be paid for by the Secretariat. Participants who are not sponsored are also expected to avail themselves of this accommodation and to inform the Secretariat accordingly. Please be aware that only participants with a letter of acceptance from the Secretariat will be allowed to join the course.

6. During the course, the Government of Finland will provide all participants with a welcome dinner, local transport in Kuopio, and course materials, all at no cost to the participants or the OPCW. Further details regarding accommodation, the course venue, and transport will be issued to participants in due course.
7. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. Sponsored 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 advance. Participants are expected to arrive **no earlier than Sunday, 30 August 2015**, and to depart **no later than Saturday, 5 September 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 must 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.
8. Participants are requested to obtain all necessary visas, including transit visas, as soon as they receive a letter from the OPCW confirming that they will be attending the assistance-and-protection course.
9. 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 written and oral command of English.
10. Interested applicants are invited to register their nomination online via the OPCW website at <http://www.opcw.org/events> **no later than 3 July 2015**. Please note that all questions marked with an asterisk (\*) are mandatory, and must be answered in order for the candidate to be eligible to apply for this event. Interested applicants who for technical reasons are unable to submit an application online to the address above are requested to send an email to [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org) explaining the problem.
11. Applicants who are unable to register their nomination online may also send a completed nomination form (Annex 2 to this Note), along with a brief curriculum vitae, to the Director, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. Nominations may also be submitted by fax to +31 70 416 3209, or by email to [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org). All materials must be received by the Secretariat **no later than 3 July 2015**.

12. Those who have been selected to participate will be contacted within two weeks after the application deadline. States Parties are requested to inform the International Cooperation and Assistance Division of any administrative or other problems that may arise in connection with the attendance of any participant.
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:

Telephone: +31 70 416 3451 (Mr Esmel Oscar Meless)  
                  +31 70 416 3217 (Ms Maria Elena Bruno-Pousadela)  
Fax: +31 70 416 3209  
Email: EmergAssistBr@opcw.org

Annexes:

Annex 1: Provisional Programme  
Annex 2: Nomination Form

## Annex 1

**COURSE ON ASSISTANCE AND PROTECTION  
AGAINST CHEMICAL WEAPONS  
KUOPIO, FINLAND  
31 AUGUST – 4 SEPTEMBER 2015**

**PROVISIONAL PROGRAMME**

Time	Activity
<b><i>Sunday, 30 August 2015</i></b>	
–	Arrival of participants
–	Registration
<b><i>Monday, 31 August 2015</i></b>	
08:00 – 08:30	<i>Breakfast</i>
08:30 – 09:00	Registration
09:00 – 09:30	Start of the assistance-and-protection course
09:30 – 10:30	Lecture: The Chemical Weapons Convention and Article X (OPCW)
10:30 – 11:30	Lecture: Introduction to VERIFIN <sup>1</sup> and the National Authority of Finland
11:30 – 12:00	The Crisis Management Centre (CMC) Finland
12:00 – 13:00	<i>Lunch</i>
13:00 – 14:30	Lecture: The chemistry of chemical-warfare agents and riot control agents (VERIFIN)
14:30 – 15:45	Lecture: The medical effects of chemical-warfare agents (CMC Finland)
15:45 – 17:00	Lecture: Heat stress and heat stress management (CMC Finland)
19:00 – 22:00	<i>Dinner: Welcome by CMC Finland</i>
<b><i>Tuesday, 1 September 2015</i></b>	
08:00 – 09:00	<i>Breakfast</i>
09:00 – 10:00	Lecture: Protection against an attack involving chemical weapons (OPCW)
10:00 – 11:00	Lecture: Preparations for a response to an attack involving chemical weapons, including the collection of samples (OPCW/VERIFIN)
11:00 – 12:00	Lecture: Protection in Finland against toxic chemicals (CMC Finland)
12:00 – 13:00	<i>Lunch</i>
13:00 – 15:00	Demonstration: The properties of protective equipment
15:00 – 18:00	Demonstration: The use of protective equipment
19:00 – 22:00	<i>Dinner</i>
<b><i>Wednesday, 2 September 2015</i></b>	
08:00 – 09:00	<i>Breakfast</i>
09:00 – 12:00	Practical training at a training field: Protective equipment and detection equipment
12:00 – 13:00	<i>Lunch</i>
13:00 – 17:00	Practical training (continued)
17:00 – 18:00	<i>Dinner</i>

<sup>1</sup> VERIFIN = Finnish Institute for the Verification of the Chemical Weapons Convention.

<b>Time</b>	<b>Activity</b>
<b><i>Thursday, 3 September 2015</i></b>	
08:00 – 09:00	<i>Breakfast</i>
09:00 – 12:00	Emergency-response training
12:00 – 13:00	<i>Lunch</i>
13:00 – 17:00	Emergency-response training (continued)
19:00 – 22:00	<i>Official dinner</i>
<b><i>Friday, 4 September 2015</i></b>	
08:00 – 09:00	<i>Breakfast</i>
09:00 – 12:00	Exercise
12:00 – 13:00	<i>Lunch</i>
13:00 – 15:00	National presentations
15:00 – 16:00	Evaluation of the course
16:00 – 17:00	Closing session
17:00 – 18:00	<i>Dinner</i>
<b><i>Saturday, 5 September 2015</i></b>	
–	Departure of participants

## Annex 2

**COURSE ON ASSISTANCE AND PROTECTION  
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KUOPIO, FINLAND  
31 AUGUST – 4 SEPTEMBER 2015**

**NOMINATION FORM**

Please submit the completed form, along with a brief curriculum vitae, to:  
The Director, International Cooperation and Assistance Division, OPCW  
Attn: Assistance and Protection Branch  
Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands  
Fax: + 31 70 416 3209; Email: EmergAssistBr@opcw.org  
All materials must be received **by 3 July 2015**

**Please type or use BLOCK LETTERS.**

1.	Family name of nominee *			
2.	First name(s)			
3.	Date of birth	Day	Month	Year
4.	Citizenship			
5.	Gender **	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
6.	Passport number			
	Date of issue	Day	Month	Year
	Date of expiry	Day	Month	Year
	Place of issue			
7.	Area(s) of expertise			
8.	Employer			
9.	Position			
10.	Contact address (please do not give a post-office box number)	Street		
		Number	Postcode	
		City		
		Country		
11.	Email address			
12.	Telephone numbers, including country and city codes	Home		
		Work		
		Mobile		
13.	Fax numbers, including country and city codes	Home		
		Work		
14.	City of departure			

\* 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.

15.	Has the nominee previously taken part in a course of this kind?	Yes <input type="checkbox"/> No <input type="checkbox"/> If so, when and where?
16.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/> No <input type="checkbox"/>
17.	Any special dietary requirements?	Yes <input type="checkbox"/> No <input type="checkbox"/> If so, please describe: