

**NOTE BY THE TECHNICAL SECRETARIAT****INVITATION TO APPLY FOR A FELLOWSHIP  
TO BE HELD IN 2016 AT THE OPCW LABORATORY  
THE NETHERLANDS****Purpose of the fellowship**

1. The Technical Secretariat (hereinafter “the Secretariat”) of the Organisation for the Prohibition of Chemical Weapons (OPCW) wishes to invite Member States to nominate participants for a fellowship at the training laboratory of the OPCW, part of the OPCW Laboratory, in the Netherlands in 2016. The fellowship will involve the development of training materials and e-learning modules for the analysis of compounds related to precursors, degradation products, and by-products of chemical warfare agents.

**Description of the fellowship**

2. The training programme is offered and sponsored by the OPCW as part of its Fellowship Programme, of which the general rules and conditions for participation are described in the Note by the Secretariat S/1279/2015\*, dated 21 May 2015.
3. The fellowship is designed for chemists with relevant practical and theoretical experience in organic chemistry and/or analytical chemistry. Practical experience in the analysis of organic chemicals using chromatography, mass spectrometry techniques, and organic micro-synthesis, as well as a theoretical understanding of other analytical techniques such as infrared and nuclear-magnetic resonance, are essential prerequisites. Experience in the development of training courses is highly desirable, and experience in the analysis of chemicals related to the Chemical Weapons Convention (hereinafter “the Convention”) is desirable. The selected fellow must be prepared to work independently on the proposed project.
4. During the induction, the fellow will receive training on working safely in the laboratory and an introduction to the analytical methods and procedures used by the OPCW, as well as on the identification and confirmation of Convention-related compounds, mainly by means of gas chromatography-mass spectrometry and liquid chromatography-mass spectrometry. The programme will also include demonstration methods for the preparation of environmental samples, derivatisation techniques, and aspects of quality assurance, as well as training in the use of various types of analytical instruments.



### **Time and duration**

5. The fellowship will be for a duration of six months in 2016. The exact date of commencement will be mutually agreed upon by the selected fellow and the OPCW Laboratory.

### **Financial assistance**

6. The OPCW will provide tutorship, equipment, and infrastructure free of charge. The round-trip travel costs and medical insurance will be borne by the OPCW. The selected fellow will also receive a monthly allowance to cover basic living costs while in the Netherlands which is set at EUR 2,000 (not taxable).

### **Eligibility**

7. This programme is open only to citizens of the Member States of the OPCW (a list of which is available on the OPCW website) and is intended for chemists with the requisite academic background (preferably with a PhD in a related field) and laboratory experience (preferably still working in a laboratory) as indicated above. The candidate should have good computer skills and be proficient in the use of Microsoft Windows. A good working knowledge of English is a prerequisite.
8. Female candidates are encouraged to apply.

### **Selection of the candidate**

9. The pre-selection will be performed by the OPCW Laboratory. Three shortlisted candidates will seek the endorsement of their respective National Authorities to the OPCW. The final selection will be made jointly by the Director of the International Cooperation and Assistance Division of the Secretariat and the Head of the OPCW Laboratory in April 2016. Only one candidate will be selected for the fellowship offered under this programme.

### **Application procedure**

10. Interested candidates should submit their applications, which must contain the following:
  - (a) an updated curriculum vitae;
  - (b) an essay (not exceeding 300 words) outlining the objectives the candidate wishes to achieve and the type of work experience he or she hopes to acquire during the period of the fellowship;
  - (c) a letter of recommendation from the supervisor of the candidate at the institution where he or she is currently working, indicating how the training will be of benefit to the candidate's present position, institution, and country;
  - (d) a completed OPCW Fellowship Programme application form without section 4 (attached as the Annex to this Note);
  - (e) a copy of the candidate's valid passport; and

- (f) a medical certificate, dated within four weeks of the date of the application, attesting that the applicant is in good health and is able to carry out the proposed activities for the duration of the fellowship.

11. The application should be sent by post or email to the following addresses:

Sergey Zinoviev  
International Cooperation Branch  
OPCW  
Johan de Wittlaan 32  
2517 JR The Hague  
The Netherlands  
Email: sergey.zinoviev@opcw.org

Murty Mamidanna  
OPCW Laboratory  
Heulweg 28-30  
2288GN, Rijswijk  
The Netherlands  
Email: murty.mamidanna@opcw.org

Applications should reach the OPCW by **1 March 2016**. Incomplete applications or those received after the deadline will not be considered.

12. Shortlisted candidates will then be requested to send the application form to the respective National Authority to the OPCW, which will endorse the application and forward it to the OPCW through the relevant Permanent Representation.
13. Additional information about the technical part of the programme may be obtained from Murty Mamidanna via email at [murty.mamidanna@opcw.org](mailto:murty.mamidanna@opcw.org).

Annex: Fellowship Programme Application Form

**Annex****FELLOWSHIP PROGRAMME APPLICATION FORM**

1. This form is to be used to apply for direct OPCW support. Before completing the form, please read the guidelines presented in the accompanying Note by the Secretariat to confirm your eligibility for financial support for the programme.
2. The primary applicant should complete sections 1 and 2 of this form, arrange for the endorsements by the home institution in section 3, and then send the form to the respective **National Authority** with a request to complete section 4. **The respective National Authority should then forward the completed form to the relevant Permanent Representation to the OPCW.**
3. The National Authority or the Permanent Representation should then submit the completed form to the International Cooperation Branch, International Cooperation and Assistance Division, OPCW, Johan de Wittlaan 32, 2517 JR The Hague, the Netherlands. The application should be received by the OPCW **no later than 1 April 2016.**

Please type or use **BLOCK LETTERS**

<b>1. Personal information</b>			
Family name			
First name(s)			
Date of birth	Day	Month	Year
Nationality			
Address (home)	Street		
	Number	Postcode	
	City		
	Country		
Address (work)	Street		
	Number	Postcode	
	City		
	Country		
Telephone and fax numbers, including country and city codes	Home		
	Work		
	Mobile		
	Fax		
Email address	Home		
	Work		
Passport number			
Date of issue	Day	Month	Year
Date of expiry	Day	Month	Year
Place of issue			



List the most significant publications with titles (do not attach copies):	
Have you received financial or other support from the OPCW for any activity during the past 36 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No If "yes", please give details
Have you applied for any other support from the OPCW?	<input type="checkbox"/> Yes <input type="checkbox"/> No If "yes", please give details
<b>2. Signature of the candidate</b>	
Date:	
<b>3. Signature of the head of the candidate's home institution/laboratory</b>	
Date:	
<b>4. Comments/recommendation by the National Authority or Permanent Representation to the OPCW</b>	