



**NOTE BY THE DIRECTOR-GENERAL**

**CALL FOR NOMINATIONS FOR THE FIFTH ASSISTANCE AND PROTECTION  
COURSE FOR INSTRUCTORS FROM AFRICAN STATES PARTIES  
TSHWANE, SOUTH AFRICA  
15 – 26 AUGUST 2016**

1. On behalf of the Government of South Africa and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite States Parties in Africa to nominate representatives to participate in the fifth assistance and protection course for instructors from African States Parties, which will take place from 15 to 26 August 2016 in Tshwane, South Africa.
2. The course will be jointly organised by the Government of South Africa and the Technical Secretariat (hereinafter “the Secretariat”), and will provide training for up to 20 instructors from the region who are involved in emergency response to a chemical incident. The course will cover the following topics:
  - (a) planning and building a support team for civilian protection and defence;
  - (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, the host country, and other States Parties in Africa can provide, and will help participating States Parties to enhance the ability and skills of instructors in their countries to provide training in how to provide protection against chemical weapons and other toxic chemicals, as well as 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, which will include a visit to Protechnik Laboratories, will conclude with a table-top and field emergency response exercise.



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 firefighters, ambulance personnel, and police officers.
  - (d) Participants must be physically fit and capable of wearing individual protective gear for several hours at a time in hot weather. Some practical experience with protective equipment is desirable.
6. 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. The National Authority of South Africa will also provide all participants with course materials and local transport, at no cost to either 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.
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 order for the Secretariat to keep costs to a minimum, sponsored participants are expected to arrive no earlier than **Sunday, 14 August 2016**, and to depart no later than **Saturday, 27 August 2016**. 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.
8. Participants are requested to obtain all necessary visas (including transit visas) before travelling to South Africa. Participants are requested to prepare a short presentation on their chemical emergency-response system, to be presented during the second week of the training.
9. Interested applicants are invited to complete the nomination form that is included as Annex 2 to this Note, making sure in particular to provide all contact details. Completed forms, along with a brief curriculum vitae, should be sent 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 with reference to the name and location of the course in the subject line of the message. All materials must be received by the Secretariat **no later than 10 June 2016**. Only selected participants with an OPCW acceptance letter will be accepted to attend the course. Only selected

participants will be contacted; contact will be made within two weeks of the submission deadline.

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 70 416 3261, and Ms Maria Elena Bruno-Pousadela, who can be reached at +31 70 416 3217.

Annexes:

Annex 1: Provisional Programme

Annex 2: Nomination Form

**Annex 1**

**FIFTH ASSISTANCE AND PROTECTION COURSE  
FOR INSTRUCTORS FROM AFRICAN STATES PARTIES  
TSHWANE, SOUTH AFRICA  
15 – 26 AUGUST 2016**

**PROVISIONAL PROGRAMME**

<b>Time</b>	<b>Activity</b>
<b><i>Monday, 15 August 2016</i></b>	
09:00 – 09:40	Opening
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Lecture: The Convention and the OPCW
12:15 – 13:10	<i>Lunch</i>
13:10 – 13:50	Lecture: National implementation of the Convention
13:50 – 14:40	Lecture: Overview of Protechnik Laboratories
14:40 – 15:20	Lecture: Chemical-warfare agents
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:00	Lecture: Chemical-warfare agents (continued)
19:00	<i>Dinner hosted by the OPCW</i>
<b><i>Tuesday, 16 August 2016</i></b>	
07:30 – 09:40	Lecture: Toxic industrial chemicals
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 11:30	Lecture: Individual protective equipment
11:30 – 12:15	Practical session: Individual protective equipment
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Practical session: Individual protective equipment (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 16:20	Practical session: Individual protective equipment (continued)
16:20 – 17:00	Practical session: Drills to be followed for speedy decontamination
<b><i>Wednesday, 17 August 2016</i></b>	
07:30 – 09:40	Lecture: Detection of chemical agents
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:45	Lecture: Detection of chemical agents (continued)
10:45 – 12:15	Demonstration of detection equipment
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Practical session: Detection of chemical agents
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:00	Practical session: Detection of chemical agents (continued)

<b>Time</b>	<b>Activity</b>
<b>Thursday, 18 August 2016</b>	
07:30 – 08:15	Lecture: Dispersion methods
08:15 – 09:00	Lecture: Factors affecting dispersion
09:00 – 09:40	Lecture: Principles of decontamination
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:40	Lecture: HAZMAT <sup>1</sup> decontamination
10:40 – 12:15	Practical session: Decontamination
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Practical session: Decontamination (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:45 – 17:00	Practical session: Decontamination (continued)
<b>Friday, 19 August 2016</b>	
07:30 – 09:40	Lecture: Implementation of Article X of the Convention
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Lecture: OPCW delivery of assistance operations
12:15 – 13:10	<i>Lunch</i>
13:10 – 13:50	Lecture: Assessing chemical threats
13:50 – 15:20	CBRD <sup>2</sup> video
15:20	<i>Afternoon barbecue (braai)</i>
<b>Saturday, 20 August 2016</b>	
08:15 – 09:00	<i>Breakfast</i>
09:30 – 17:00	Social activity
<b>Sunday, 21 August 2016</b>	
–	Rest day
<b>Monday, 22 August 2016</b>	
07:30 – 09:40	Participant presentations
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Participant presentations (continued)
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Participant presentations (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:00	Participant presentations (continued)
<b>Tuesday, 23 August 2016</b>	
07:30 – 09:40	Lecture: Incident management
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Table-top exercise: Incident management
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Table-top exercise: Incident management (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:00	Table-top exercise: Incident management (continued)

<sup>1</sup> HAZMAT = hazardous materials.

<sup>2</sup> CBRD = chemical, biological, and radiological defence.

<b>Time</b>	<b>Activity</b>
<b><i>Wednesday, 24 August 2016</i></b>	
07:30 – 09:40	Practical session: Incident management
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Practical session: Incident management (continued)
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:20	Practical session: Incident management (continued)
15:20 – 15:40	<i>Coffee/tea break</i>
15:40 – 17:00	Practical session: Incident management (continued)
<b><i>Thursday, 25 August 2016</i></b>	
07:30 – 09:40	Practical session: Incident management (continued)
09:40 – 10:00	<i>Coffee/tea break</i>
10:00 – 12:15	Practical session: Incident management (continued)
12:15 – 13:10	<i>Lunch</i>
13:10 – 15:40	Visit to Protechnik Laboratories
15:40 – 17:30	<i>Final braai</i>
<b><i>Friday, 26 August 2016</i></b>	
07:30 – 10:00	Field exercise: Incident management
10:00 – 10:30	<i>Coffee/tea break</i>
10:30 – 10:45	Exercise feedback
10:45 – 11:30	Evaluation of the course by the participants and instructors
11:30 – 12:15	Closing ceremony
12:15 – 13:00	<i>Lunch</i>
13:00	Departure

**Annex 2**

**FIFTH ASSISTANCE AND PROTECTION COURSE  
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15 – 26 AUGUST 2016**

**NOMINATION FORM**

Please submit the completed form, along with a brief curriculum vitae, **by 10 June 2016** 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

**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
Date of expiry	Day	Month	Year
Place of issue			
Areas of expertise			
Employer			
Position			
Contact address (Please do not give a post-office box number)	Street		
	Number	Postcode	
	City		
	Country		
Email address			
Telephone numbers, including country and city codes	Home		
	Work		
	Mobile		
Fax numbers, including country and city codes	Home		
	Work		
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.

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