



S/2335/2024
15 November 2024
ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR THE 2024–2025 REGIONAL TRAINING CYCLE
ON ASSISTANCE AND PROTECTION FOR ENGLISH-SPEAKING STATES
PARTIES IN AFRICA**

1. The Technical Secretariat of the OPCW (the Secretariat) wishes to invite English-speaking States Parties in Africa to nominate representatives to participate in the 2024–2025 regional training cycle related to assistance and protection under Article X of the Chemical Weapons Convention (the Convention), which will begin with an online foundation course on responding to incidents involving chemical warfare agents and toxic industrial chemicals.
2. The entire Assistance and Protection Branch training cycle will be jointly organised by the Governments of Nigeria and Namibia in collaboration with the Secretariat. It will provide training for up to 25 sponsored participants in the basics of assistance and protection, with a focus on responding to chemical warfare agents and toxic industrial chemicals.
3. The training cycle will be divided into the following segments:
 - (a) an online foundation course held from 2 to 20 December 2024;
 - (b) a hands-on basic course held from 10 to 14 February 2025 in Lagos, Nigeria;
 - (c) an online course on the Emergency Response Guidebook (ERG), the CAMEO (Computer-Aided Management of Emergency Operations) Chemicals database, and the Incident Command System (ICS) held from 1 March to 12 April 2025;
 - (d) a hands-on integrated advanced course and exercise held from 14 to 20 May in Swakopmund, Namibia; and
 - (e) a one-day follow-up webinar, to be held in late 2025 (exact date to be determined).
4. The online foundation course will offer basic theoretical knowledge for all participants about the OPCW, the Convention, chemical warfare agents, toxic industrial chemicals, personal protective equipment, decontamination, and detection, identification, and monitoring. The Secretariat may select up to 30 participants to participate in the online foundation course, but only 25 participants will ultimately be selected at the end of this segment of the training cycle to continue with the remaining segments. The selection will be based on demonstrated commitment to the training and the marks earned in the online foundation course.



5. The hands-on basic course will consist of a combination of theory-based lectures, demonstrations of equipment, and practical training sessions. By the end of the course, the participants will have a basic knowledge of chemical warfare agents and their actions, personal protective equipment and its limitations, detection and decontamination equipment, and procedures. No more than 25 selected participants from the previous segment will be sponsored to participate in this on-site segment of the training cycle, which will take place in Lagos, Nigeria.
6. The next segment of this cycle is an online course covering the ERG, the CAMEO Chemicals database, and the ICS, and will provide participants with the tools needed to manage chemical emergencies. This information will be put to use in the next segment of the training cycle.
7. The hands-on integrated advanced course and exercise will deepen the knowledge obtained in the three previous segments of this training cycle to enhance and further develop the chemical emergency response capabilities of States Parties. This hands-on training, which will explore different complex scenarios in combination with the final exercise, is an opportunity to practice and confirm the knowledge and skills acquired during the training cycle. As stated above, participants in this course will be those who completed the online course on the ERG, the CAMEO Chemicals database, and the ICS, as well as the previous two segments, as part of the full training cycle. This segment will take place on site in Swakopmund, Namibia.
8. Given the objectives of the training cycle, candidates will be carefully selected from the online foundation course and should have a background in the field of chemical emergency response. The target audience is mainly personnel from official institutions (civilians or military) belonging to front-line chemical emergency response units. Participants should be physically fit and able to wear personal protective equipment during the practical sessions of the course under hot, humid, tired, and stressful conditions. Please note that a medical certificate may be required to attend the hands-on training segments.
9. Participants should undertake the necessary steps to ensure their participation in the entire cycle by obtaining the required clearances from the relevant authorities based on the invitation letter issued by the Secretariat.
10. Endorsement by a candidate's respective National Authority is a prerequisite to being considered in the selection process. The endorsement process must be completed online via Eventus, the OPCW event management system (<https://apps.opcw.org/eventus>) no later than 15 November 2024. National Authorities are strongly encouraged to seek, support, and endorse applications from qualified women applicants.
11. The Secretariat expects to be able to sponsor a maximum of 25 participants for the full cycle. For sponsored participants, the Secretariat will cover the costs of travel, accommodation, airport transfers, medical insurance, and meals (lunch), and will provide a limited subsistence allowance to cover sundry expenses.
12. The Secretariat will seek the most economical options when making travel arrangements for sponsored participants. Sponsored participants are encouraged to use the tickets provided by the Secretariat. Participants are expected to arrive in the host countries for the on-site segments of the training cycle no earlier than one day before

the beginning of the segment, and to depart no later than one day after the completion of the segment. The Secretariat will not cover expenses unrelated to the course or resulting from unauthorised travel arrangement changes. Once the Secretariat has purchased their tickets, sponsored participants will be responsible for ensuring that they participate in the course. In case of any unforeseen circumstances, participants should immediately contact the substantive officer responsible for the course.

13. Courses will be conducted in English; therefore, participants are required to have a good working knowledge of written and spoken English. No interpretation services will be provided during any of the segments of the training cycle.
14. Participants are requested to obtain all necessary visas (including transit visas) before traveling to the host countries. Further details regarding logistics and the final programme will be issued to participants at a later stage.
15. Interested States Parties are invited to submit nominations, making sure to provide all requested contact details, as well as photocopies of the personal identification pages of the candidate's valid passport, no later than 15 November 2024. Only selected participants will be contacted within 14 days after the submission deadline.
16. The provisional programmes for the training cycle are included as the annexes to this Note, and further details will be issued at a later date. Any questions may be addressed to the focal points for this training cycle in the Assistance and Protection Branch of the International Cooperation and Assistance Division of the Secretariat: Mr Babatunde Olowookere (Tel.: +31 (0)653274684; Email: babatunde.olwookere@opcw.org) and Ms Aureliarita Marcellus (Tel.: +31 (0)640242922; Email: aureliarita.marcellus@opcw.org).

Annexes:

- Annex 1: Online Foundation Course, 2 – 20 December 2024: Provisional Programme
- Annex 2: Basic Course for English-Speaking States Parties in Africa on Response to Incidents Involving Chemical Warfare Agents and Toxic Industrial Chemicals, Lagos, Nigeria, 10 – 14 February 2025: Provisional Programme
- Annex 3: Online Course on the Emergency Response Guidebook, the CAMEO Chemicals Database, and the Incident Command System, 1 March – 12 April 2025: Provisional Programme
- Annex 4: Integrated Advanced Course and Exercise for English-Speaking States Parties in Africa on Response to Incidents Involving Chemical Warfare Agents and Toxic Industrial Chemicals, Swakopmund, Namibia, 14 – 20 May 2025: Provisional Programme

Annex 1

**ONLINE FOUNDATION COURSE
2 – 20 DECEMBER 2024**

PROVISIONAL PROGRAMME

| | Contents |
|--|--|
| Chapter 1 The Chemical Weapons Convention | |
| | 1.1. Historical review 1.2. The Chemical Weapons Convention 1.3. The Organisation for the Prohibition of Chemical Weapons (OPCW) 1.4. Article X of the Convention |
| Chapter 2 Introduction to chemical agents | |
| | 2.1. Chemical weapons 2.2. Chemical warfare agents 2.3. Exposure to chemical warfare agents 2.4. Toxic industrial chemicals |
| Chapter 3 Introduction to personal protective equipment (PPE) | |
| | 3.1. Chemical protection suits 3.2. Respiratory protection 3.3. OPCW protection levels |
| Chapter 4 Introduction to decontamination | |
| | 4.1. Decontamination overview 4.2. Decontamination stations and corridors 4.3. Decontamination processes 4.4. Decontamination systems |
| Chapter 5 Introduction to detection and identification | |
| | 5.1. Recognition 5.2. Detection 5.3. Identification |

Annex 2

**BASIC COURSE FOR ENGLISH-SPEAKING STATES PARTIES IN AFRICA
ON RESPONSE TO INCIDENTS INVOLVING CHEMICAL WARFARE AGENTS
AND TOXIC INDUSTRIAL CHEMICALS
LAGOS, NIGERIA
10 – 14 FEBRUARY 2025**

PROVISIONAL PROGRAMME

| Time | Activity | | |
|---|--|--|--|
| <i>Sunday, 9 February 2025</i> | | | |
| | Arrival of the OPCW team and participants; transfer to accommodation | | |
| <i>Monday, 10 February 2025</i> | | | |
| 09:00 – 09:15 | Logistical and administrative information on the course | | |
| 09:15 – 10:00 | Opening ceremony | | |
| 10:00 – 10:20 | Group photo | | |
| 10:20 – 11:00 | Presentation: OPCW | | |
| 11:00 – 11:30 | Presentation: Implementation of the Chemical Weapons Convention in Nigeria | | |
| 11:30 – 11:45 | <i>Coffee/tea break</i> | | |
| 11:45 – 12:30 | Presentation: Threats of chemical attacks by non-State actors | | |
| 12:30 – 13:30 | <i>Lunch</i> | | |
| 13:30 – 14:30 | Presentation: Characteristics of chemical warfare agents and toxic industrial chemicals | | |
| 14:30 – 14:45 | <i>Coffee/tea break</i> | | |
| 14:45 – 15:30 | Presentation: Medical treatment for chemical warfare agents and toxic industrial chemicals | | |
| 15:30 – 16:30 | Presentation: Emergency management – general overview and guidelines | | |
| 16:30 | Transfer to accommodation | | |
| <i>Tuesday, 11 February 2025</i> | | | |
| 09:00 – 10:00 | Presentation: Respiratory protection – gas masks, filters, and self-contained breathing apparatus (SCBA) | | |
| 10:00 – 11:00 | Presentation: Personal protective equipment (PPE) – chemical suits and levels of chemical protection | | |
| 11:00 – 11:15 | <i>Coffee/tea break</i> | | |
| 11:15 – 12:45 | Group 1 practical session with PPE: Donning and doffing level C | Group 2 practical session with PPE: Donning and doffing level B | Group 3 practical session with PPE: Donning and doffing level A |
| 12:45 – 14:00 | <i>Lunch</i> | | |
| 14:00 – 15:30 | Group 2: Practical session with PPE: Donning and doffing level C | Group 3: Practical session with PPE: Donning and doffing level B | Group 1: Practical session with PPE: Donning and doffing level A |
| 15:30 – 15:45 | <i>Coffee/tea break</i> | | |

| Time | Activity | | |
|------------------------------------|--|---|--|
| 15:45 – 17:15 | Group 3: Practical session with PPE: Donning and doffing level C | Group 1: Practical session with PPE: Donning and doffing level B | Group 2: Practical session with PPE: Donning and doffing level A |
| 17:15 | Transfer to accommodation | | |
| Wednesday, 12 February 2025 | | | |
| 09:00 – 11:00 | Presentation: Principles of decontamination; methods and techniques; roles and responsibilities; tools and equipment | | |
| 11:00 – 11:15 | <i>Coffee/tea break</i> | | |
| 11:15 – 12:30 | Presentation: Recognition and detection of chemicals; detection and identification techniques; equipment and devices | | |
| 12:30 – 14:00 | <i>Lunch</i> | | |
| 14:00 – 15:30 | Group 1 Practical session: Dry and wet decontamination | Group 2 Practical session: Reconnaissance, detection, and identification | |
| 15:30 – 16:00 | <i>Coffee/tea break</i> | | |
| 16:00 – 17:30 | Group 2 Practical session: Dry and wet decontamination | Group 1 Practical session: Reconnaissance, detection, and identification | |
| 17:30 | Transfer to accommodation | | |
| Thursday, 13 February 2025 | | | |
| 09:00 – 10:00 | Presentation: Introduction to the Incident Command System (ICS) for chemical emergencies | | |
| 10:00 – 11:00 | Presentation: Health and safety during chemical emergencies | | |
| 11:00 – 11:15 | <i>Coffee/tea break</i> | | |
| 11:15 – 12:30 | Briefing pre-exercises | | |
| 12:30 – 14:00 | <i>Lunch</i> | | |
| 13:30 – 15:00 | Group 1 Practical session: Practical field exercise I | Group 2 Practical session: Practical field exercise II | |
| 15:00 – 15:30 | <i>Coffee/tea break</i> | | |
| 15:30 – 18:00 | Group 2 Practical session: Practical field exercise I | Group 1 Practical session: Practical field exercise II | |
| 18:00 | Transfer to accommodation | | |
| Friday, 14 February 2025 | | | |
| 09:30 – 11:30 | Joint field exercise | | |
| 11:30 – 12:00 | <i>Coffee/tea break</i> | | |
| 12:00 – 12:15 | Discussion on knowledge acquired and course evaluation | | |
| 12:15 – 12:30 | Closing ceremony | | |
| 12:30 – 13:30 | <i>Lunch</i> | | |
| 13:30 | Transfer to accommodation | | |
| Saturday, 15 February 2025 | | | |
| | Departure of participants | | |

Annex 3

**ONLINE COURSE ON THE EMERGENCY RESPONSE GUIDEBOOK, THE
CAMEO CHEMICALS DATABASE, AND THE INCIDENT COMMAND SYSTEM
1 MARCH – 12 APRIL 2025**

PROVISIONAL PROGRAMME

| Contents | |
|------------------|--|
| Chapter 1 | Technical aspects of attending to emergencies involving toxic chemicals |
| | 1.1. Physical and chemical properties of substances 1.2. Toxicological values applied to the management of emergencies involving chemicals 1.3. Dispersion of contaminants in the environment after an event involving chemicals 1.4. Safety distances and planning zones |
| Chapter 2 | Emergency Response Guidebook (ERG) |
| | 2.1. Introduction 2.2. The yellow pages 2.3. The blue pages 2.4. Operational guides (the orange pages) 2.5. The green pages |
| Chapter 3 | CAMEO Chemicals database |
| | 3.1. Overview 3.2. Searching chemicals 3.3. Searching chemicals by name 3.4. Searching chemicals by their United Nations number 3.5. Chemical reactivity |
| Chapter 4 | Incident Command System (ICS) |
| | 4.1. Introduction 4.2. Characteristics and principles of the ICS 4.3. Roles and responsibilities 4.4. ICS structure 4.5. Facilities and resources 4.6. Command |

Annex 4

**INTEGRATED ADVANCED COURSE AND EXERCISE
FOR ENGLISH-SPEAKING STATES PARTIES IN AFRICA
ON RESPONSE TO INCIDENTS INVOLVING CHEMICAL WARFARE AGENTS
AND TOXIC INDUSTRIAL CHEMICALS
SWAKOPMUND, NAMIBIA
14 – 20 MAY 2025**

PROVISIONAL PROGRAMME

| Time | Activity |
|--|--|
| <i>Tuesday, 13 May 2025</i> | |
| Arrival of the OPCW team and participants, transfer to accommodation | |
| <i>Wednesday, 14 May 2025</i> | |
| 08:30 – 08:45 | Transfer to course venue |
| 08:45 – 09:00 | Accreditation |
| 09:00 – 09:10 | Logistical and administrative information on the course |
| 09:10 – 09:45 | Opening ceremony |
| 09:45 – 10:00 | Group photo |
| 10:00 – 10:30 | <i>Coffee/tea break</i> |
| 10:30 – 11:15 | Presentation: The National Authority of Namibia for the Chemical Weapons Convention |
| 11:15 – 12:00 | Presentation: The Organisation for the Prohibition of Chemical Weapons (OPCW) |
| 12:00 – 13:30 | <i>Lunch</i> |
| 13:30 – 14:30 | Presentation: Safety in responding to hazardous materials |
| 14:30 – 15:30 | Lecture: Incident control techniques |
| 15:30 – 16:00 | <i>Coffee/tea break</i> |
| 16:00 – 17:00 | Presentation: Rescue operations in critical scenarios |
| 17:00 | Transfer to accommodation |
| <i>Thursday, 15 May 2025</i> | |
| 08:00 – 08:30 | Presentation on respiratory protection: SCBA, masks, filters, and canisters |
| 08:30 – 09:00 | Practical session: Donning and doffing — a practical session with PPE |
| 09:00 – 09:30 | Presentation and demonstration: Sample documentation, sample protocol |
| 09:30 – 10:00 | Refresher session: Hot-zone management activities |
| 10:00 – 10:20 | <i>Coffee/tea break</i> |
| | Presentation: Reconnaissance rules |
| | Distribution of PPE |
| 11:20 – 11:50 | Transfer to the Philipus Namalemo Fire Station, Swakopmund, Namibia |
| 11:50 – 12:55 | Practical session: Group 1 – Exercise with level A protection, dexterity, and circuit leak control |
| | Practical session: Group 2 – Victim rescue exercise |
| 12:55 – 13:10 | Conclusions |
| 13:10 – 14:00 | <i>Lunch</i> |
| 14:00 – 14:30 | Physical conditioning for field exercises |
| 14:30 – 15:45 | Practical session: Group 1 – Victim rescue exercise |
| | Practical session: Group 2 – Exercise with level A protection, dexterity, and circuit leak control |
| 15:45 – 16:15 | <i>Coffee/tea break</i> |
| 16:15 – 17:00 | Practical session: Circuit dexterity training – Groups 1 and 2 |
| 17:00 – 17:30 | Conclusions |
| 17:30 | Transfer to accommodation |

| Time | Activity |
|-------------------------------------|--|
| <i>Friday, 16 May 2025</i> | |
| 08:00 – 09:00 | Transfer to the Philipus Namalemo Fire Station, Swakopmund, Namibia |
| 09:00 – 10:00 | Presentation: Dealing with chemical agents, a medical point of view |
| 10:00 – 10:15 | Transfer to training area |
| 10:15 – 11:15 | Practical session: Group 1 – Tactical medicine and antidotes |
| | Practical session: Group 2 – Masks and filters |
| 11:15 – 11:45 | <i>Coffee/tea break</i> |
| 11:45 – 13:00 | Practical session: Group 1 – Masks and filters |
| | Practical session: Group 2 – Tactical medicine and antidotes |
| 13:00 – 14:00 | <i>Lunch</i> |
| 14:00 – 14:45 | Presentation: Sampling and collection of evidence |
| 14:45 – 15:30 | Presentation: Strategy, tactics, and operations for interventions in critical scenarios |
| 15:30 – 16:00 | <i>Coffee/tea break</i> |
| 16:00 – 17:00 | Practical session: Critical scenario exercise – single group |
| 17:00 – 17:30 | Conclusions |
| 17:30 | Transfer to accommodation |
| <i>Saturday, 17 May 2025</i> | |
| 08:00 – 09:00 | Transfer to the Philipus Namalemo Fire Station, Swakopmund, Namibia |
| 09:00 – 10:30 | Presentation: Strategy, tactics, and operations in case of an attack with chemical dispersion devices |
| 10:30 – 11:00 | <i>Coffee/tea break</i> |
| 11:00 – 12:30 | Guided field training exercise: Leakage of a toxic substance 1 (partial protection) |
| 12:30 – 13:30 | <i>Lunch</i> |
| 13:30 – 14:30 | Practical session: Incident action plan – all participants and instructors |
| 14:30 – 15:30 | On-site demonstration and practical session: Protection, detection, and decontamination (three teams, exchanging workplaces) |
| 15:30 – 15:45 | Presentation: Strategy, tactics, and operations in the event of a technological incident |
| 15:45 – 16:45 | Conclusions |
| 16:45 | Transfer to accommodation |
| <i>Monday, 19 May 2025</i> | |
| 08:00 – 09:00 | Transfer to the Philipus Namalemo Fire Station, Swakopmund, Namibia |
| 09:00 – 10:30 | Presentation: Special operations in hostage situations |
| 10:30 – 11:00 | <i>Coffee/tea break</i> |
| 11:00 – 12:00 | Presentation: Strategy, tactics, and operations in hostage situations and the use of chemical dispersion devices |
| 12:00 – 13:00 | <i>Lunch</i> |
| 13:00 – 14:00 | Presentation: Strategy, tactics, and operations in the event of a technological incident |
| 14:00 – 15:00 | Practical session: Incident action plan – all participants and instructors |
| 15:00 – 16:00 | Practical session: Exercise development |
| 16:00 – 16:30 | <i>Break</i> |
| 16:30 – 17:00 | Conclusions |
| 17:00 | Transfer to accommodation |

| Time | Activity |
|------------------------------------|---|
| <i>Tuesday, 20 May 2025</i> | |
| 08:00 – 08:45 | Transfer to the Philipus Namalemo Fire Station, Swakopmund, Namibia |
| 08:45 – 10:45 | Practical session: Table-top exercise |
| 10:45 – 11:15 | Conclusions |
| 11:15 – 11:30 | Course evaluation |
| 11:30 – 11:45 | <i>Coffe/tea break</i> |
| 11:45 – 12:30 | Closing and delivery of certificates |
| 12:30 – 14:00 | <i>Lunch</i> |

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