

**NOTE BY THE TECHNICAL SECRETARIAT****CALL FOR NOMINATIONS FOR THE SYMPOSIUM ON WOMEN IN CHEMISTRY
26 AND 27 MARCH 2025****BACKGROUND**

1. The Technical Secretariat (the Secretariat) wishes to inform Member States that the 2025 Symposium on Women in Chemistry will be held on 26 and 27 March 2025 at the OPCW Centre for Chemistry and Technology (ChemTech Centre) in Nootdorp, the Netherlands.
2. The symposium is part of the OPCW “Women in Chemistry” initiative, which aims to strengthen the skills of professionals operating in the field of chemistry and to highlight the contribution of women to the implementation of the Chemical Weapons Convention. The theme for the 2025 symposium is “Empowering Women to Advance Peaceful Uses of Chemistry”.
3. The 2025 symposium will aim to achieve several key objectives. First, it will seek to showcase the profound and multifaceted contributions of women to the field of peaceful chemistry. The event will also endeavour to foster international solidarity and collaboration among participants, and enhance awareness of the myriad opportunities available for women to further develop their capacities and expertise within the field of chemistry. Additionally, the symposium will aim to shine a spotlight on specific issues and successes pertinent to gender mainstreaming and the empowerment of women for the Member States of the OPCW.

CONTENT

4. The two-day symposium will focus on thematic presentations and discussions featuring prominent role models who will address various issues of interest for women in chemistry, including the challenges and opportunities they face. Group discussions will also be arranged to highlight the development of a responsible culture in chemistry.
5. The symposium will be conducted in hybrid mode throughout the first day, with a limited number of sponsored participants from OPCW Member States attending in person, and the other participants attending online. On day two, the symposium will be reserved exclusively for sponsored participants attending in person.

6. The symposium will include, inter alia, a presentation on the outcomes of a research project that identified best practices in recruiting, training, and promoting women in chemistry. The regional part of the symposium will focus on the specificities of engaging and empowering women professionals in the chemistry sector in OPCW Member States.
7. Experts will share their experience in identifying opportunities for career growth, training, and certification, as well as the added value of gender diversity in different roles and functions related to chemistry.

ADMISSION REQUIREMENTS

8. The in-person part of the symposium is open to professionals, both women and men, who:
 - (a) are citizens of OPCW Member States;
 - (b) have a minimum of a first degree (BSc or equivalent) in chemistry, chemical engineering, or related disciplines from a recognised university or institution;
 - (c) have professional work experience in academia, science and technology institutions, the chemical industry, industry associations, and regulatory or promotional agencies; and
 - (d) have had previous involvement in gender mainstreaming or women's empowerment initiatives or related activities (desirable).
9. Online participants will be selected from eligible and endorsed applications received from OPCW Member States. The admission requirements for the online part of the symposium are similar to those for in-person participants, namely, participation will be open to those with a minimum degree (BSc or equivalent) in chemistry, chemical engineering, or related disciplines, and those who have relevant professional work experience.
10. The symposium will be conducted in English, and no interpretation services of any kind will be provided. Candidates should therefore have at least a conversational level of proficiency in both written and spoken English. Any candidate who is found not to meet this basic requirement may not be allowed to continue their participation in the event.
11. OPCW Member States and National Authorities are strongly encouraged to seek, support, and endorse the applications of suitable women candidates for the symposium.

SELECTION PROCEDURE

12. Applications will be carefully screened on the basis of the criteria specified in paragraphs 8 to 10 above.
13. OPCW Member States are welcome to nominate participants for whom sponsorship is not required.

SPONSORSHIP

14. Sponsorship is only available to a limited number of participants from OPCW Member States attending the symposium in person. The Secretariat will select participants based on their qualifications and experience.

15. All applications—both for online and in-person participation—must be digitally endorsed by the National Authority of the candidate’s country through Eventus, the OPCW event management system (<https://eventus.opcw.org>).
16. For sponsored participants, the Secretariat will cover the costs of travel and medical insurance, and will provide a limited subsistence allowance to cover meals and sundry expenses. The Secretariat will also arrange and pay for the accommodation of sponsored participants.
17. The Secretariat will not pay for medical assistance. Therefore, participants should be fit for travel. All participants taking prescribed medication should arrive with supplies sufficient for the duration of the event.
18. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. It will purchase tickets and send them to the participants. Participants are required to arrive no earlier than Tuesday, 25 March 2025 and to depart no later than Friday, 28 March 2025. The agreement of the Secretariat is required for any changes to the arrival and departure dates. The Secretariat will not cover expenses unrelated to the symposium or that result from changes to travel arrangements that have not been authorised. Sponsored participants must bear all costs resulting from changes they make, including cancellations, once the Secretariat has purchased tickets. Participants who have not been sponsored are requested to make their own travel and accommodation arrangements.
19. Participants are requested to ensure and obtain any necessary visas, including transit visas, before travelling to the Netherlands. When applying for an entry visa, candidates should present a copy of the acceptance letter from the OPCW to the Embassy or Consulate of the Netherlands.

APPLICATION PROCEDURE

20. Interested candidates are invited to submit their applications through Eventus. Applicants must first create an account and then register for the event.
21. Only nominations endorsed by the National Authority or Permanent Representation of the candidate’s country to the OPCW will be considered. Each application must be endorsed digitally on the Eventus platform. A passport and an up-to-date curriculum vitae must be uploaded during the online registration process. Nominees must indicate their practical and work experience in their curricula vitae. **Only selected candidates will be notified by the Secretariat.**
22. Applications must be submitted to the Secretariat **no later than Friday, 7 February 2025**. Additional information may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division. The contact persons are Ms Benita Striukytė, Special Advisor for Programme Coordination (Email: benita.striukyte@opcw.org), Ms Jo Eun Kim, Associate Programme Officer (Tel: +31 6 54 91 8332; Email: joeun.kim@opcw.org), and Ms Rufaro Kambarami, Project Assistant (Email: rufaro.kambarami@opcw.org).