



**NOTE BY THE TECHNICAL SECRETARIAT**

**CALL FOR APPLICATIONS FOR AN ONLINE TRAINING COURSE ON  
FULFILLING DECLARATIONS AND INSPECTIONS OBLIGATIONS UNDER  
ARTICLE VI OF THE CHEMICAL WEAPONS CONVENTION  
14 – 29 APRIL 2025**

1. The Technical Secretariat (the Secretariat) is pleased to announce that a training course on fulfilling declaration and inspection obligations under Article VI of the Chemical Weapons Convention (the Convention) will be held online from 14 to 29 April 2025.
2. The training course has two main objectives: to facilitate the submission by National Authorities of accurate and timely annual declarations required under Article VI of the Convention (Activities not Prohibited Under this Convention), and to provide practical guidance to States Parties on receiving and escorting OPCW inspections. The training course is also intended to raise general awareness among stakeholders of the requirements under Article VI of the Convention regarding national implementation.
3. This course is intended for representatives of National Authorities and relevant national stakeholders (including the chemical industry and trade associations) who are involved in compiling data, preparing national declarations, and facilitating inspection processes under Article VI of the Convention.
4. The course will provide participants with an opportunity to refresh and enhance their knowledge and skills relating to Article VI obligations. The course will also provide information on recent developments around Article VI and offer participants an opportunity to share experiences, ask questions, and clarify and discuss related issues.
5. The training course comprises the following three steps:
  - (a) a self-paced learning phase using the resources available on SharePoint, the OPCW's content-sharing platform (14 – 27 April 2025);
  - (b) one three-hour live session on declarations (online): declaration exercises using the Electronic Declaration Information System (EDIS), and a question-and-answer (Q&A) session on the content of the self-paced learning phase (28 April 2025); and
  - (c) one three-hour live session on inspections (online): a mock inspection exercise, and a Q&A session (29 April 2025).



6. The topics covered by this training course are:
  - (a) training objectives, programme overview, and pre- and post-training activities;
  - (b) declaration requirements under Article VI of the Convention;
  - (c) the identification of scheduled chemicals and declarable activities under Article VI of the Convention;
  - (d) electronic declaration tools: EDIS and Secure Information Exchange System (SIX);
  - (e) States Parties' experience and practice with respect to declaration requirements;
  - (f) the OPCW's mandate with regard to industry inspections and the role of National Authorities and industry in receiving and escorting inspections;
  - (g) pre-inspection planning, and on-site and post-inspection activities;
  - (h) steps following an OPCW inspection; and
  - (i) the contribution of the Article VI verification regime to chemical security.
  
7. States Parties are requested to disseminate information on this training course to national stakeholders. To participate in this training course, delegates must:
  - (a) be involved at the national level in the fulfilment of Article VI obligations (for example, identifying declarable activities, preparing annual declarations, and receiving and escorting OPCW inspections);
  - (b) have basic knowledge of the Convention and the requirements pertaining to Article VI;
  - (c) not have participated in this training course in the past five years;
  - (d) have completed the OPCW e-learning modules listed below and available online (<https://www.opcw.org/opcw-e-learning>) by 7 April 2025:
    - (i) Identification of Declarable Activities under Article VI of the Convention;
    - (ii) Introduction to Article VI Declarations;
    - (iii) Introduction to the Electronic Declaration Information System (EDIS); and
    - (iv) Preparing for and Receiving an Article VI Inspection by Plant Site;
  - (e) have completed and submitted the self-assessment and training action plan form (see the Annex to this Note) via email by 7 April 2025 (it is strongly recommended that applicants use the Microsoft Word version of the form); and
  - (f) have a good command of English, both oral and written.

8. Interested applicants are invited to submit their applications online through Eventus, the OPCW event management system (<https://eventus.opcw.org>) by 7 April 2025. Applicants must create an account before registering for the event (Google Chrome is recommended). Each application must be digitally endorsed on Eventus by the National Authority of the applicant's State Party by 9 April 2025.
9. Applicants are requested to send the certificates of completion of the OPCW e-learning modules and the completed self-assessment and training action plan referenced in subparagraphs 7(d) and 7(e) above, respectively, via email to the two contact persons mentioned in paragraph 10 below.
10. Additional information about the course may be obtained from the Implementation Support Branch of the International Cooperation and Assistance Division of the Secretariat. The contact persons are Ms Elena Gjoreska (Email: [elena.gjoreska@opcw.org](mailto:elena.gjoreska@opcw.org)) and Mr Plinio Cardoso (Email: [plinio.cardoso@opcw.org](mailto:plinio.cardoso@opcw.org)).
11. For any query with respect to accessing the e-learning modules and receiving certificates of completion, please contact the OPCW's Learning Management System ([lms@opcw.org](mailto:lms@opcw.org)).
12. The Secretariat strongly encourages States Parties and National Authorities to seek, support, and endorse applications from qualified women candidates.