



**OPCW**

**Technical Secretariat**

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International Cooperation and Assistance Division

S/732/2009

26 January 2009

ENGLISH only

**NOTE BY THE TECHNICAL SECRETARIAT**

**CALL FOR NOMINATIONS  
FOR SWISS ADVANCED COURSE I  
SPIEZ, SWITZERLAND  
16 – 20 MARCH 2009**

1. On behalf of the Government of Switzerland and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite Member States to nominate participants for Swiss Advanced Course I on protection against chemical weapons, which will be held at the Nuclear, Biological, and Chemical (NBC) Training Centre in Spiez, Switzerland, from 16 to 20 March 2009.
2. The course, the fourth of its kind, is related to the offer made by the Government of Switzerland under Article X of the Chemical Weapons Convention (hereinafter “the Convention”) in relation to assistance and protection against chemical weapons, and will be jointly organised by the Government of Switzerland and the Technical Secretariat (hereinafter “the Secretariat”). The course will provide training in the proper use of individual protective equipment; in techniques used for monitoring, detection, and decontamination; and in sampling-and-detection methods used by a mobile field laboratory during field exercises. The provisional programme for the course is included as Annex 1 to this Note.
3. Only applicants who have already attended a course as part of the chemical weapons chief-instructor training programme (CITPRO) or the Swiss Emergency Field Laboratory training programme (SEF-LAB) can be considered for this advanced course. The course can accommodate a maximum of 26 participants. It will draw on the participants’ skills, including those they have acquired in previous SEF-LAB and CITPRO offerings. Because of the technical nature of the course and the high level of practical skill it requires, participants will be carefully selected.
4. All participants must have a good command, both written and oral, of the English language. They are also expected to be physically fit and be able to wear individual protective equipment for several hours at a time.



5. The Secretariat expects to be able to sponsor the participation of a limited number of participants. Each nomination should specify whether sponsorship is a condition of the nominee's participation. For sponsored participants, the Secretariat will cover the costs of travel and medical insurance, and will provide a limited subsistence allowance to cover sundry expenses. Accommodation and meals will be provided by the Government of Switzerland, at no cost to 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.
6. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. 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, 15 March 2009**, and to depart **no later than Saturday, 21 March 2009**. 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 unauthorised changes to travel arrangements. 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 and to inform the Secretariat accordingly.
7. 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 should be faxed, along with a brief curriculum vitae, to Mr Gennadi Lutay, Head, Assistance and Protection Branch, International Cooperation and Assistance Division, OPCW, at + 31 (0)70 416 3209. A copy should also be faxed to Mr Bernard Jeanty, Head, Global Arms Control and Disarmament Section, Federal Department of Defence, General Staff, Maulbeerstrasse 9, CH-3303 Berne, Switzerland at + 41 (0)31 334 4016. All materials must be received **no later than 15 February 2009**. Please be advised that participants must present an OPCW acceptance letter in order to register for the course.
8. Additional information may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division. The contact persons are Mr Muhammad A. Kazi or Ms Elena Gorbova, who can be reached by e-mail at [EmergAssistBr@opcw.org](mailto:EmergAssistBr@opcw.org), by telephone at + 31 (0)70 416 3220, or by fax at + 31 (0)70 416 3209.

Annexes:

- Annex 1: Provisional Programme  
Annex 2: Nomination Form

## Annex 1

**SWISS ADVANCED COURSE I  
SPIEZ, SWITZERLAND  
16 – 20 MARCH 2009**

**PROVISIONAL PROGRAMME**

Time	Activity	
<b><i>Sunday, 15 March 2009</i></b>		
	Arrival of participants	
<b><i>Monday, 16 March 2009</i></b>		
06:30 – 07:30	<i>Breakfast</i>	
08:00 – 08:30	Keynote address	
08:30 – 09:30	Provision of administrative information	
09:30 – 10:00	<i>Coffee break</i>	
10:00 – 11:00	The chemical threat	
11:00 – 12:00	The CWC <sup>1</sup> , and Article X of the CWC	
12:00 – 13:15	<i>Lunch</i>	
13:15 – 15:30	Building up a task force; preparing for emergency training	
15:30 – 16:00	<i>Coffee break</i>	
16:00 – 18:00	Preparing for emergency training (continued)	
18:00 – 19:15	<i>Dinner</i>	
19:15 – 21:00	Individual preparation for fieldwork	
<b><i>Tuesday, 17 March 2009</i></b>		
06:30 – 07:30	<i>Breakfast</i>	
07:30 – 09:00	Chemical weapons: Protecting the civil population	
09:00 – 09:30	Chemical weapons: Protecting the task force	
09:30 – 10:00	<i>Coffee break</i>	
10:00 – 12:00	Chemical weapons: Protecting the task force (continued)	
12:00 – 13:15	<i>Lunch</i>	
13:15 – 15:30	Chemical weapons: Protecting the task force (continued)	
15:30 – 16:00	<i>Coffee break</i>	
16:00 – 18:00	Chemical weapons: Protecting the task force (continued)	
18:00 – 19:15	<i>Dinner</i>	
19:15 – 21:00	Individual preparation for fieldwork	
<b><i>Wednesday, 18 March 2009</i></b>		
06:30 – 07:30	<i>Breakfast</i>	
07:30 – 09:30	Demonstration of an exercise in the field (“Hard Day”): Detection, evacuation, decontamination, and sampling	Organising the laboratory; the acetylcholinesterase (AChE) test; running the laboratory

<sup>1</sup> CWC = Chemical Weapons Convention

09:30 – 10:00	<i>Coffee Break</i>	
10:00 – 12:00	Demonstration of an exercise in the field (“Hard Day”): Detection, evacuation, decontamination, and sampling (continued)	Organising the laboratory; the acetylcholinesterase (AChE) test; running the laboratory (continued)
12:00 – 13:15	<i>Lunch</i>	
14:00 – 18:00	Excursion	
<b><i>Thursday, 19 March 2009</i></b>		
06:30 – 07:30	<i>Breakfast</i>	
07:30 – 09:30	Monitoring and detection	Running the laboratory
09:30 – 10:00	<i>Coffee break</i>	
10:00 – 10:45	Practical training in using decontaminating device 85	
10:45 – 11:30	Administering antidotes/medication	
11:30 – 12:00	Introduction to participating in an exercise in the field (“Hard Day”)	
12:00 – 13:15	<i>Lunch</i>	
13:15 – 15:15	Preparatory training for the field exercise (“Hard Day”)	Running the laboratory (continued)
15:15 – 15:45	<i>Coffee break</i>	
15:15 – 17:30	Preparatory training for the field exercise (“Hard Day”) (continued)	
17:30 – 18:00	Debriefing	
18:00 – 19:15	<i>Dinner</i>	
19:15 – 21:00	Individual preparation for fieldwork	
<b><i>Friday, 20 March 2009</i></b>		
06:30 – 07:30	<i>Breakfast</i>	
07:30 – 09:30	Part II of the preparatory training for the field exercise (“Hard Day”)	Running the laboratory (continued)
09:30 – 10:00	<i>Coffee break</i>	
10:00 – 12:00	Part II of the preparatory training for the field exercise (“Hard Day”) (continued)	Cleaning up the laboratory
12:00 – 13:15	<i>Lunch</i>	
13:15 – 14:00	Practical field exercise	
14:00 – 15:00	Maintenance of equipment	
15:00 – 16:00	Return of equipment	
16:00 – 16:30	<i>Coffee Break</i>	
16:30 – 17:30	Closing session	
17:30 – 18:00	Return of participants to their accommodation	
18:00	<i>Official dinner</i>	
<b><i>Saturday, 21 March 2009</i></b>		
	Departure of participants	

## Annex 2

**SWISS ADVANCED COURSE I  
SPIEZ, SWITZERLAND  
16 – 20 MARCH 2009**

**NOMINATION FORM**

Please fax the completed form, along with a brief curriculum vitae, by **15 February 2009** to:

Mr Gennadi Lutay  
Head, Assistance and Protection  
Branch  
International Cooperation and  
Assistance Division, OPCW  
Johan de Wittlaan 32  
2517 JR The Hague, the Netherlands  
**Fax: + 31 (0)70 416 3209**

and

Mr Bernard Jeanty  
Head, Global Arms Control and  
Disarmament Section  
Federal Department of Defence  
General Staff  
Maulbeerstrasse 9  
CH-3303 Berne, Switzerland  
**Fax + 41 (0)31 334 40 16**

**Please type or use BLOCK LETTERS.**

1.	Family name of nominee*			
2.	First name(s)			
3.	Date of birth	Day	Month	Year
4.	Citizenship			
5.	Gender**	Male <input type="checkbox"/>	Female <input type="checkbox"/>	
6.	Passport number			
7.	Date of issue	Day	Month	Year
8.	Expiry date	Day	Month	Year
9.	Place of issue			
10.	Areas of expertise			
11.	Employer			
12.	Position			
13.	Contact address (Please do not give a post-office box number)	Street		
		Number	Post code	
		City		
		Country		

\* To avoid travel difficulties, please give the family name and the first name as they appear in the nominee's passport.

\*\* For this and all like items below, please tick the appropriate box.

14.	E-mail address	
15.	Telephone numbers, including country and city codes	Home
		Work
		Mobile
16.	Fax numbers, including country and city codes	Home
		Work
17.	Has the nominee previously attended a CITPRO or a SEF-LAB course (a prerequisite for the present course)?	Yes <input type="checkbox"/> No <input type="checkbox"/> If so, when and where?
18.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/> No <input type="checkbox"/>