



OPCW

Technical Secretariat

International Cooperation and Assistance Division

S/943/2011

30 June 2011

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS
FOR THE SECOND REGIONAL TRAINING COURSE ON EMERGENCY
RESPONSE TO CHEMICAL INCIDENTS FOR ASIAN STATES PARTIES
SINGAPORE
14 – 17 NOVEMBER 2011**

1. On behalf of the Government of Singapore and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Director-General wishes to invite States Parties in Asia to nominate representatives to participate in the second regional basic training course on emergency response to chemical incidents, which will take place from 14 to 17 November 2011 at the Civil Defence Academy in Singapore.
2. The course, which will be jointly organised by the Government of Singapore and the Technical Secretariat (hereinafter “the Secretariat”), will be held with the support of the Singapore Civil Defence Force at the Civil Defence Academy. It is related to capacity building for national and regional emergency response within the framework of Article X of the Chemical Weapons Convention (hereinafter “the Convention”) and will provide training for up to 20 participants in: planning for and building a support team in civil protection, civil defence, and decontamination operations in contaminated areas; and in appropriate responses and countermeasures in the event of incidents involving chemical-warfare agents and toxic industrial chemicals. It will also give an overview of what kind of assistance the OPCW, the host country, and Member States in Asia can provide, and will assist participating States Parties in establishing a basic capability in protection from chemical weapons, which will directly benefit their civilian populations.
3. The course will offer a basic introduction to the use of protective equipment, as well as to monitoring, detection, and decontamination techniques. Participants completing the basic course will acquire a general knowledge of chemical-warfare agents and toxic industrial chemicals, as well as knowledge and understanding of the use of individual protective equipment and equipment for detection and decontamination. The course will facilitate the exchange of information and experiences regarding the implementation of Article X of the Convention and will provide a forum for the discussion of future cooperation among participating Member States and of what further assistance they might make to the OPCW under Article X. The course will conclude with a practical emergency-response exercise.



4. Given the purpose of the course and its technical nature, candidates will be carefully selected and should have experience with assistance and protection against chemical weapons. Preference will be given to officers from emergency-response units involved in civilian protection. In addition, participants should be physically fit and able to wear individual protective gear for several hours at a time during the practical sessions of the course. Some practical experience with protective equipment is desirable.
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. The course materials, accommodation, meals, and local transport during the course will be provided by the National Authority of Singapore and the Civil Defence Academy, at no cost to the participants. 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, 13 November 2011**, and to depart **no later than Friday, 18 November 2011**. 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. All activities during the course will be conducted in English, and no interpretation services of any kind will be provided. Participants are therefore expected to have a good written and oral command of the English language.
8. Participants are requested to obtain all necessary visas (including transit visas) before travelling to Singapore.
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 should be sent, along with a brief curriculum vitae, 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 (0)70 416 3209 or by e-mail to EmergAssistBr@opcw.org. All materials must be received by the Secretariat **no later than 30 September 2011**. Please be advised that participants must present an OPCW acceptance letter in order to register for the course. Only selected participants will be contacted; contact will be made within two weeks of the submission deadline.

10. Additional information may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division. The contact persons are Mr Alexander Studenikin, who can be reached at +31 (0)70 416 3621, and Ms Maria Elena Bruno, who can be reached at +31 (0)70 416 3217.

Annexes:

- Annex 1: Provisional Programme
- Annex 2: Nomination Form

Annex 1**SECOND REGIONAL TRAINING COURSE ON EMERGENCY RESPONSE
TO CHEMICAL INCIDENTS FOR ASIAN STATES PARTIES****SINGAPORE****14 – 17 NOVEMBER 2011****PROVISIONAL PROGRAMME**

Time	Activity
<i>Sunday, 13 November 2011</i>	
	Arrival of participants and registration
<i>Monday, 14 November 2011</i>	
08:00 – 08:50	Course overview
08:55 – 09:45	Course opening and participants' group photo
09:45 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:50	Overview of the Civil Defence Academy and tour to the Field Training Area
10:55 – 11:45	Lecture: OPCW, the Convention, and assistance and protection against chemical weapons (OPCW)
11:45 – 12:50	<i>Lunch</i>
12:50 – 13:40	Lecture: Implementation of the Convention in Singapore
13:45 – 14:35	Lecture: Chemical Weapons: History and characteristics
14:35 – 14:50	<i>Coffee/tea break</i>
14:50 – 15:40	Lecture: OPCW delivery of assistance operations (OPCW)
15:45 – 17:30	Demonstration and training: Individual protective equipment
18:30 – 20:15	<i>OPCW reception</i>
<i>Tuesday, 15 November 2011</i>	
08:00 – 09:45	Lecture: Response to emergencies related to chemical agents, and corresponding operating procedures
09:45 – 10:00	<i>Coffee/tea break</i>
10:00 – 11:45	Demonstration and exercise: Casualty management and use of antidotes
11:45 – 12:50	<i>Lunch</i>
12:50 – 14:35	Demonstration and exercise: Using detection equipment and materials
14:35 – 14:50	<i>Coffee/tea break</i>
14:50 – 17:30	Demonstration and exercise: Using detection equipment and materials (continued)
<i>Wednesday, 16 November 2011</i>	
08:00 – 08:50	Lecture: OPCW exercise on delivery of assistance, ASSISTEX 3 (OPCW)
08:55 – 09:45	Lecture: Mitigation of chemical agent use and sampling procedures
09:45 – 10:00	<i>Coffee/tea break</i>
10:00 – 11:45	Demonstration and exercise: Donning of chemical protective suit, sampling procedures, mitigation of chemical agent use
11:45 – 12:50	<i>Lunch</i>
12:50 – 13:40	Lecture: Physical and chemical means of decontamination and considerations for decontamination station
13:45 – 16:35	Visit: HazMat Fire Station
18:30 – 20:15	<i>Official Dinner</i>

Time	Activity
<i>Thursday, 17 November 2011</i>	
08:00 – 08:50	Briefing: Field exercise
08:55 – 10:50	Field exercise
10:55 – 11:45	Preparation for national presentations and discussion on chemical incident response
11:45 – 12:50	<i>Lunch</i>
12:50 – 15:40	Presentations and discussion: Chemical incident response
15:45 – 16:35	Course evaluation
16:40 – 17:30	Closing ceremony
<i>Friday, 18 November 2011</i>	
	Departure of participants

Annex 2

**SECOND REGIONAL TRAINING COURSE ON EMERGENCY RESPONSE
TO CHEMICAL INCIDENTS FOR ASIAN STATES PARTIES
SINGAPORE**

14 – 17 NOVEMBER 2011

NOMINATION FORM

Please submit the completed form, along with a brief curriculum vitae, **by 30 September 2011** 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 (0)70 416 3209; e-mail: EmergAssistBr@opcw.org

Please type or use BLOCK LETTERS.

1.	Government body making the nomination	
2.	Family name of nominee*	
3.	First name(s)	
4.	Date of birth	Day Month Year
5.	Citizenship	
6.	Gender**	Male <input type="checkbox"/> Female <input type="checkbox"/>
7.	Passport number	
8.	Date of issue	Day Month Year
9.	Expiry date	Day Month Year
10.	Place of issue	
11.	Areas of expertise	
12.	Employer	
13.	Position	
14.	Contact address (Please do not give a post-office box number)	Street
		Number Post code
		City
		Country
15.	Airport of departure	
16.	E-mail address	
17.	Telephone numbers, including country and city codes	Home
		Work
		Mobile
18.	Fax numbers, including country and city codes	Home
		Work

* 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.

19.	Has the nominee previously attended a meeting of this kind?	Yes <input type="checkbox"/> No <input type="checkbox"/> If so, when and where?
20.	Is sponsorship a condition of participation?	Yes <input type="checkbox"/> No <input type="checkbox"/>
21.	Meal preferences	No <input type="checkbox"/> Yes <input type="checkbox"/> If so, please describe
22.	Size:	Gloves S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/>
		Boots (number):
		Height (m):
		Weight (kg):