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ENGLISH only

### NOTE BY THE TECHNICAL SECRETARIAT

#### CALL FOR NOMINATIONS FOR THE 2024 INTERNATIONAL TRAINING CYCLE ON ASSISTANCE AND PROTECTION FOR OPCW MEMBER STATES

1. The Technical Secretariat of the OPCW (the Secretariat) wishes to invite States Parties from all OPCW regions to nominate representatives to participate in the international training cycle related to assistance and protection under Article X of the Chemical Weapons Convention (the Convention). The cycle will begin with an online foundation course on assistance and protection against chemical weapons, and will be followed by two in-person and two further online trainings, scheduled between June 2024 and June 2025.
2. The training cycle will be organised by the Secretariat in cooperation with the Federal Office for Civil Protection and Disaster Assistance of Germany and the Population Protection Institute of the Czech Republic. It will provide training for up to 20 sponsored participants in the basics of assistance and protection, with a focus on responding to incidents involving chemical warfare agents and toxic industrial chemicals.
3. The training cycle will be divided into the following components:
  - (a) an online foundation course, from 3 to 7 June 2024;
  - (b) a practical, hands-on basic training course at the Federal Academy for Civil Protection and Civil Defence in Bad Neuenahr-Ahrweiler, Germany, from 7 to 11 October 2024;
  - (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), from 4 to 8 November 2024;
  - (d) a practical, hands-on integrated advanced course and exercise at the Population Protection Institute in Lázně Bohdaneč, the Czech Republic, from 17 to 22 May 2025; and
  - (e) a one-day follow-up webinar in June 2025 (exact date to be determined).
4. The online foundation course will offer participants basic theoretical knowledge about the OPCW and the Convention, and will include discussions on chemical warfare agents, toxic industrial chemicals, personal protective equipment, decontamination, as well as detection, identification, and monitoring equipment. The Secretariat will select up to 25 participants to participate in the online foundation course. However, only 20 participants will ultimately be selected at the end of this training cycle component to

continue with subsequent components. The selection will be based on demonstrated commitment to the training and the marks earned during the online foundation course.

5. The practical, hands-on basic training course will consist of a combination of theory-based lectures (up to 30% training time) as well as demonstrations of detection, identification, and monitoring and other equipment, and practical training sessions (up to 70% training time). By the end of the course, the participants will have basic knowledge regarding chemical warfare agents and toxic industrial chemicals and their actions, personal protective equipment and its limitations, the use of detection, identification, and monitoring and decontamination equipment, and procedures.
6. As stated above, only 20 participants selected from the foundation course will be sponsored to participate in this on-site component of the training cycle, which will take place at the Federal Academy for Civil Protection and Civil Defence in Bad Neuenahr-Ahrweiler, Germany.
7. The next component of this training cycle is an online course covering the ERG, the CAMEO Chemicals database, and the ICS, and it will provide participants with the tools needed to manage chemical emergencies. This information will be put to use in the subsequent component of the training cycle.
8. The integrated advanced course and exercise will expand on the knowledge obtained during the three previous components of the training cycle, to enhance and further develop the chemical emergency response capabilities of States Parties. This hands-on training, which will explore complex scenarios in combination with a complex final exercise, is an opportunity to practice and confirm the knowledge and skills acquired during the training cycle. As stated above, only participants who will have successfully completed all preceding components of the training cycle will be invited to the integrated advanced course and exercise, which will take place on-site at the Population Protection Institute in Lázně Bohdaneč, the Czech Republic.
9. Given the objectives of the international training cycle, candidates will be carefully selected from the online foundation course and should have a background as first responders in chemical emergency response. As such, preference will be given to applicants from emergency services responsible for responding to incidents involving chemical warfare agents and toxic industrial chemicals. States Parties and National Authorities are strongly encouraged to seek, support, and endorse the applications of suitable female candidates for the international training cycle.
10. Participants should be physically fit and able to wear personal protective equipment for extended periods during the practical sessions of the course. Please note that a medical certificate may be required to attend the practical, hands-on training components.
11. Participants are responsible for ensuring that they will be available to participate in the entire training cycle; they must obtain the required clearances from the relevant authorities based on the invitation letter that will be issued by the Secretariat.
12. Endorsement by the candidates' respective National Authority is a prerequisite for consideration in the selection process. The endorsement process must be completed online **before the deadline of 28 May 2024** in Eventus, the OPCW event management system (<https://eventus.opcw.org/>).

13. The Secretariat expects to be able to sponsor a maximum of 20 participants for the full cycle. For sponsored participants, the Secretariat will cover the costs of travel, accommodation, airport transfers, medical insurance, and lunch, and will provide a limited subsistence allowance to cover sundry expenses.
14. The Secretariat will seek the most economical options when making travel arrangements for sponsored participants. Sponsored participants are requested to use the tickets provided by the Secretariat. Participants are expected to arrive in the host countries for the on-site components of the training cycle no earlier than one day before the beginning of the course and to depart no later than one day after the completion of the course. The Secretariat will not cover expenses that are not related to the course or that result from unauthorised changes to travel arrangements. Once the Secretariat has purchased their tickets, sponsored participants will be responsible for ensuring that they participate in the training courses. In case of any unforeseen circumstances, participants should immediately contact the focal points responsible for the course (contact details can be found in paragraph 18 below).
15. Courses will be conducted in English; therefore, participants are required to have a good command of written and spoken English. No interpretation services of any kind will be provided during any of the components of the training cycle.
16. 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 in due course.
17. Interested States Parties are invited to submit nominations **as soon as possible and no later than 28 May 2024**, making sure to provide all necessary contact details and valid passport details of the nominees.
18. The provisional programmes for the trainings in 2024 are included as 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 within the OPCW's Assistance and Protection Branch of the International Cooperation and Assistance Division: Mr Anton Martyniuk (Tel: +31624651333; Email: [anton.martyniuk@opcw.org](mailto:anton.martyniuk@opcw.org)) and Ms Maria Elena Bruno-Pousadela (Tel: +31704163217; Email: [mariaelena.bruno-pousadela@opcw.org](mailto:mariaelena.bruno-pousadela@opcw.org)).

Annexes:

- Annex 1: Online Foundation Course
- Annex 2: Basic Training Course on Assistance and Protection Against Chemical Weapons
- Annex 3: Online Course on the Emergency Response Guidebook, the CAMEO Chemicals database, and the Incident Command System

**Annex 1****ONLINE FOUNDATION COURSE**

<b>Contents</b>	
<b>Chapter 1 – The Chemical Weapons Convention</b>	
	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
<b>Chapter 2 – Introduction to chemical agents</b>	
	2.1. Chemical weapons 2.2. Chemical warfare agents 2.3. Exposure to chemical warfare agents 2.4. Toxic industrial chemicals
<b>Chapter 3 – Introduction to personal protective equipment (PPE)</b>	
	3.1. Chemical protection suits 3.2. Respiratory protection 3.3. OPCW protection levels
<b>Chapter 4 – Introduction to decontamination</b>	
	4.1. Decontamination overview 4.2. Decontamination stations and corridors 4.3. Decontamination processes 4.4. Decontamination systems
<b>Chapter 5 – Introduction to detection and identification</b>	
	5.1. Recognition 5.2. Detection 5.3. Identification

**Annex 2****BASIC TRAINING COURSE ON ASSISTANCE AND PROTECTION AGAINST  
CHEMICAL WEAPONS****BAD NEUENAUHR-AHRWEILER, GERMANY  
7 – 11 OCTOBER 2024**

<b>Time</b>	<b>Activity</b>
<b><i>Sunday, 6 October 2024</i></b>	
	Arrival of participants
<b><i>Day 1 – Monday, 7 October 2024</i></b>	
09:00 – 10:15	Welcome address
10:15 – 11:30	<ul style="list-style-type: none"> <li>– Formalities</li> <li>– Introduction of participants</li> <li>– Introduction to the Federal Academy for Civil Protection and Civil Defence</li> <li>– Course schedule</li> <li>– Group photo</li> </ul>
11:30 – 12:45	<i>Lunch break</i>
12:45 – 14:15	Laws and regulations (the Convention)
14:15 – 14:45	<i>Coffee/tea break</i>
14:45 – 16:15	Chemical weapons
16:15 – 16:45	Summary of Day 1
<b><i>Day 2 – Tuesday, 8 October 2024</i></b>	
08:00 – 09:30	Basic principles of detection and their application on site
09:30 – 11:30	Detection principles–practical group training
11:30 – 12:45	<i>Lunch break</i>
12:45 – 13:30	Basic principles of sampling
13:30 – 14:15	Sampling (including practical training)
14:15 – 14:45	<i>Coffee/tea break</i>
14:45 – 16:15	Continuation: Sampling (including practical training)
16:15 – 16:45	Summary of Day 2
<b><i>Day 3 – Wednesday, 9 October 2024</i></b>	
08:00 – 10:00	Personal protective equipment (PPE)
10:00 – 10:30	<i>Coffee/tea break</i>
10:30 – 11:30	Issuance of PPE to the participants
11:30 – 12:45	<i>Lunch break</i>
12:45 – 14:15	PPE practical training
14:15 – 14:45	<i>Coffee/tea break</i>
14:45 – 16:15	Basic principles of decontamination
16:15 – 16:45	Summary of Day 3

<b>Day 4 – Thursday, 10 October 2024</b>	
08:00 – 09:30	Command and control (presentation)
09:30 – 10:00	<i>Coffee/tea break</i>
10:00 – 11:30	Introduction to the field exercise
11:30 – 13:00	<i>Lunch break</i>
13:00 – 16:15	Field exercise
16:15 – 16:45	Evaluation of the field exercise/Summary of Day 4
Evening	<i>Barbecue at the Federal Academy for Civil Protection and Civil Defence</i>
<b>Day 5 – Friday, 11 October 2024</b>	
08:00 – 09:30	Psychosocial effects of exposure to chemical warfare agents/toxic industrial chemicals
09:30 – 10:00	<i>Coffee/tea break</i>
10:00 – 10:45	Final discussion/distribution of certificates
10:45 – 11:30	Departure of participants

**Annex 3****ONLINE COURSE ON THE EMERGENCY RESPONSE GUIDEBOOK, THE  
CAMEO CHEMICALS DATABASE, AND THE INCIDENT COMMAND SYSTEM**

<b>Contents</b>	
<b>Chapter 1 – Technical aspects of attending to emergencies involving toxic chemicals</b>	
	1.1. Physical and chemical properties of substances 1.2. Toxicological values applied to the management of chemical emergencies 1.3. Dispersion of pollutants in the environment after a chemical incident 1.4. Safety distances and planning zones
<b>Chapter 2 – Emergency Response Guidebook (ERG)</b>	
	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
<b>Chapter 3 – CAMEO CHEMICALS</b>	
	3.1. Overview 3.2. Searching chemicals 3.3. Searching chemicals by name 3.4. Searching chemicals by UN number 3.5. Chemical reactivity
<b>Chapter 4 – Incident Command System (ICS)</b>	
	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