

F.No. M-21012/15/2022-TECH
Government of India
Cabinet Secretariat
National Authority Chemical Weapons Convention

1st Floor, Chanakya Bhawan, Chanakya Puri,
New Delhi, dated 23rd June 2022

OFFICE MEMORANDUM

Subject: Call for Nominations for an Advanced Laboratory Skills Training Course Zemianske Kostol'any, Slovakia 17 – 27 October 2022- regarding.

Please find enclosed herewith a copy of the Note No. S/2070/2022 dated 16 June 2022, received from Director-General, Organization for Prohibition of Chemical Weapons (OPCW), seeking nominations on the subject mentioned above.

2. In line with above, nominations of a suitable, qualified and experienced Officer(s) of an appropriate level may be sent to this office latest by 31st August 2022. Head of the concerned Department/ Organization may also certify that the applicant is clear from vigilance angle and that no departmental proceeding against him is contemplated. Applicants who have already participated in the above programme previously will not be considered for the course. After attending the above course, the participant has to submit a presentation and report to the National Authority to NACWC.

3. It is further informed that, the 'Revised Guidelines for OPCW sponsored Events' issued and hosted by National Authority Chemical Weapons Convention (NACWC), Delhi on its website must be followed while forwarding the nomination to this office. This is issued with the approval of the Competent Authority. Further, the nominated person has to submit a tour report and presentation to the National Authority after attending the above programme.

Enclosures: As above

Yours Sincerely



(Dr. Vimlesh Kumar Bind)

Adviser

Tel: +91-11-24675694

Fax: +91-11-24675767

Email: vimlesh.bind@gov.in

To,

1. Director PP (C&T), Directorate General of Perspective Planning (CBRN), General Staff Branch, IHQ of Ministry of Defence (MOD), (Army), Room No.-118, 'A' Wing, Sena Bhawan, DHQ PO, New Delhi-110001
2. Joint Secretary (Disaster Management), Hall 'B' 3rd Floor, NDCC-II Building, Jai Singh Road, New Delhi-110001
3. Joint Secretary (IS-I), Internal Security-I Division, North Block, Ministry of Home Affairs, New Delhi-110001
4. The Director General, Directorate General of NDRF, Sixth Floor, NDCC-II Building, Jai Singh Road, New Delhi – 110001

Revised Guidelines For OPCW Sponsored Events

- Organization for Prohibition of Chemical Weapons, Technical Secretariat (OPCW-TS) identifies requirements of different States Parties and invites nominations every year for Safety and Security of Chemical Industries, Laboratory Skill Development, Customs, Assistance and Protection against the use of Chemical Weapons and internship for University Students.
- The event calendar for training/workshop/seminar/meeting etc. provided by the OPCW annually is being uploaded on the National Authority Chemical Weapons Convention (NACWC) website seeking nominations from various stakeholders. The aforesaid training calendar and related Office Memo's (OMs) are uploaded on NACWC's website along with OPCW-TS Note. Several subject specific trainings are also communicated to concerned Central/ State Departments and Private Institutions for seeking nominations.
- The nominations of Central Government Departments/Institutions/Organizations while sending the nominations (in the format provided by TS, OPCW) are requested to adhere to the NACWC stated deadlines. Nominations of Central Government officials should invariably be accompanied with Departmental vigilance clearance certificate. The nominations from Central Government Departments/Institutions/Undertakings should fill the details through OPCW training management system, routing the application through the concerned Ministry. The details to be filled online are stated in Annexure-I.
- The nominations of State Government Institutions/private entities/individuals should be routed through concerned Department/Ministry under the respective State Government filling the details online through OPCW training management system. The details to be filled online are stated in Annexure-II.
- The nominations of Central/State/Private entities/individuals for the OPCW sponsored events on Chemical Emergencies/Disaster Management should be sent through proper channel and routed through concerned Department/Ministry under the respective Central/State Government by filling the details through OPCW training management system. The details to be filled online are stated in Annexure-III.
- For chemical facilities Private entities/individuals for the OPCW sponsored events other than Chemical Emergencies/Disaster Management are required to be filled on line through OPCW training management system. The details to be filled online are stated in Annexure-IV.
- The details of nominations for the OPCW sponsored events can be filled online through OPCW Training Management System (<https://training.nacwc.gov.in>); available on the NACWC web portal (<https://nacwc.nic.in>).

The nomination by NACWC for the concerned training/workshop/seminar/meeting etc. will be purely on the basis of merit i.e. preference will be given to Schedule-2 and 3 chemical facilities as well as candidates working with the National Authority or other Government Agency responsible for implementation of the Chemical Weapons Convention. The Endorsement letter, subsequent to the approval of Chairman, NACWC will be issued to nominee of Central/State/Private Entities. If the OPCW requests that the nominations are to be submitted online then it will be the responsibility of nominated individual(s) to fill the personal and other details on-line on the OPCW website (<http://apps.opcw.org/eventus>) and the nominee(s) should ensure that Performa prescribed in the Format of EVENTUS also is filled by them and the prescribed guidelines are required to be fulfilled by the nominee(s). The OPCW will communicate the invitation to the nominee(s) subject to fulfilling the requirement.

It is expected that the Nominee(s) exhibit excellent conduct while attending the concerned event. After completion of the training/seminar/workshop, a detailed report along with presentation is required to be submitted to the NACWC.

While proceeding to attend the concerned event organized by the OPCW, the nominee:

Should have basic knowledge of the CWC Act, 2000.

Make sure about the passport i.e. valid and protect the passport and report it promptly if it is lost, stolen or damaged during the period of a specific program.

Must familiarize with the visiting countries.

Make sure about the proper visas for the countries the participant is visiting or transiting and check any other entry or exit requirements.

Take personal responsibility for travel choices, safety, finances and behavior overseas, including obeying the laws of the visiting country.

If get arrested or detained for some reason, insist on Consular access (under the Vienna Convention) to a representative from the nearest Indian Embassy/Consulate.

Make sure of proper coordination with the NACWC (contact point JS/JD Tel. No: 24675763/24675691) and the Indian Embassy in the concerned visiting country.

Presentation may be given in the specific event by the participant(s) should be in consultation with the NACWC.

Should not illuminate irrelevant information which has national concern during the program.

Who is outside from the Government Sector should adhere to the instructions given by the representative from the NACWC.

From the Government Sector should adhere to the instructions given by the NACWC.

Should focus on the subject matter for which the event is being organized.

Are expected to implement the lessons learnt from the event attended in his day-to-day working/duties.

Should share their lessons/experiences acquired during the event attended with the NACWC and parent institution.

Must submit individual tour report to the NACWC within one week period after returning from the program attended.



S/2070/2022
16 June 2022
ENGLISH only

NOTE BY THE DIRECTOR-GENERAL

**CALL FOR NOMINATIONS
FOR AN ADVANCED LABORATORY SKILLS TRAINING COURSE
ZEMIANSKE KOSTOL'ANY, SLOVAKIA
17 – 27 OCTOBER 2022**

1. The Director-General of the Organisation for the Prohibition of Chemical Weapons (OPCW) wishes to invite States Parties to nominate representatives to participate in an advanced laboratory skills training course, which will take place from 17 to 27 October 2022 in Zemianske Kostol'any, Slovakia.
2. The course is being jointly organised by the Technical Secretariat (hereinafter “the Secretariat”) and the Government of Slovakia, and will provide training for up to 14 qualified participants who may be called upon to respond to chemical emergencies within their home country. The course will cover the following topics:
 - (a) detection of chemical warfare agents;
 - (b) use of detection and analytical equipment;
 - (c) handling of chemical samples;
 - (d) decontamination in a controlled environment; and
 - (e) best practices for working in a laboratory setting.
3. Given the purpose of the course and its technical nature, candidates will be carefully selected according to the following criteria:
 - (a) All participants should have formal qualification in chemistry or laboratory sciences.
 - (b) All participants must have good oral and written command of English, as all activities during the course will be conducted in English and no interpretation services of any kind will be available.
 - (c) Preference will be given to individuals who have demonstrable competency in the principles of analytical chemistry and a clear professional mandate to support their national capacity for chemical analysis under the Chemical Weapons Convention.
 - (d) Participants must be physically fit and capable of wearing individual protective gear for several hours at a time.



- (e) Selected participants will be required to supply a “confirmation of health status” from their personal healthcare provider, as required by the host facility.
 - (f) All nominations must be accompanied by a formal endorsement from the National Authority of the nominee’s State Party.
- 4. Applications will be carefully screened on the basis of the criteria specified in paragraph 3 above. Only the most suitable applicants will be selected.
- 5. The Secretariat expects to be able to sponsor a limited number of participants from States Parties. For sponsored participants, it will cover the costs of transportation, accommodation, and meals. Further details regarding the course venue and other specific arrangements will be issued to all confirmed participants at a later date.
- 6. In order for the Secretariat to keep costs to a minimum, sponsored participants are expected to **arrive no earlier than Sunday, 16 October 2022, and to depart no later than Friday, 27 October 2022.**
- 7. Sponsored participants must bear all costs not related to the course, or that result from any itinerary changes made without explicit approval from the Secretariat. Participants who have not been sponsored are requested to make their own travel arrangements according to paragraph 6 above. All participants are requested to obtain all necessary visas before travelling to Slovakia, including transit visas.
- 8. Interested applicants are invited to register their nomination online **no later than 10 September 2022** through Eventus—the OPCW event management system. The Eventus registration link is accessible via the OPCW website (<http://apps.opcw.org/eventus>). Please note that all the questions marked with an asterisk (*) must be answered in order for the nomination to be received and for the candidate to be considered for this event. No paper endorsement form will be accepted.
- 9. Additional information on the course may be obtained from the International Cooperation and Assistance Division. The contact person is Mr Anton Martyniuk of the Assistance and Protection Branch (Tel: +31 (0)70 416 3470; Email: anton.martyniuk@opcw.org).

Annex: Provisional Programme

Annex

**ADVANCED LABORATORY SKILLS TRAINING COURSE
ZEMIANSKE KOSTOL'ANY, SLOVAKIA
17 – 27 OCTOBER 2022**

PROVISIONAL PROGRAMME

Time	Activity
<i>Sunday, 16 October 2022</i>	
	Arrival of participants
<i>Monday, 17 October 2022</i>	
07:45	Departure from the hotel
08:15 – 12:30	Opening of the course <ul style="list-style-type: none"> – Introduction to the course – Health and safety instructions – Group photo – Setting up working groups – Demonstration of the laboratory – Distribution of equipment – Individual protective equipment (IPE) instructions
12:30 – 13:30	<i>Lunch</i>
13:30 – 17:30	<ul style="list-style-type: none"> – Presentation and demonstration: Detection and sampling in field conditions – Demonstration: Transportation of samples – Evaluation of the day
19:00	<i>Dinner</i>
<i>Tuesday, 18 October 2022</i>	
08:15 – 12:30	<ul style="list-style-type: none"> – Gas mask fit test – Field exercise: Detection and sampling in field conditions – Field exercise: Transportation of samples
12:30 – 13:30	<i>Lunch</i>
13:30 – 17:30	<ul style="list-style-type: none"> – Presentation: Preparation of samples for identification – Presentation: Different analytical techniques – Laboratory demonstration – First contact with chemical warfare agent simulants – First contact with chemical warfare agents – Decontamination and hygiene – Evaluation of the day
19:00	<i>Dinner</i>

Time	Activity
<i>Wednesday, 19 October 2022</i>	
08:15 – 12:30	<ul style="list-style-type: none"> – Demonstration: Preparation of samples – Individual work: Preparation of samples – Decontamination and hygiene
12:30 – 13:30	<i>Lunch</i>
13:30 – 17:30	<ul style="list-style-type: none"> – Individual work: Preparation of samples – Decontamination and hygiene – Evaluation of the day
19:00	<i>Dinner</i>
<i>Thursday, 20 October 2022</i>	
08:15 – 12:30	<ul style="list-style-type: none"> – Presentation: Preparation of samples for identification – Presentation: Sample analysis – Presentation: Interpretation of results – Work in laboratory
12:30 – 13:30	<i>Lunch</i>
13:30 – 17:30	<ul style="list-style-type: none"> – Work in laboratory – Preparation of samples for identification – Sample analysis – Interpretation of results
19:00	<i>Dinner</i>
<i>Friday, 21 October 2022</i>	
08:15 – 12:30	<ul style="list-style-type: none"> – Work in laboratory – Preparation of samples for identification – Sample analysis – Interpretation of results
12:30 – 13:30	<i>Lunch</i>
13:30 – 16:30	<ul style="list-style-type: none"> – Work in laboratory – Preparation of samples for identification – Sample analysis – Interpretation of results
19:00	<i>Dinner</i>
<i>Saturday, 22 October 2018</i>	
09:00 – 14:00	<ul style="list-style-type: none"> – Individual study day – Briefing with instructors – Summary of the week's work – Discussion
<i>Sunday, 23 October 2022</i>	
	<i>Free day</i>

Time	Activity
<i>Monday, 24 October 2022</i>	
08:15 – 12:30	– Work in laboratory – Preparation of samples for identification – Sample analysis – Interpretation of results
12:30 – 13:30	<i>Lunch</i>
13:30 – 17:30	– Work in laboratory – Preparation of samples for identification – Sample analysis – Interpretation of results
19:00	<i>Dinner</i>
<i>Tuesday, 25 October 2022</i>	
08:15 – 12:30	– Work in laboratory – Preparation of samples for identification – Sample analysis – Interpretation of results
12:30 – 13:30	<i>Lunch</i>
13:30 – 17:30	– Work in laboratory – Preparation of samples for identification – Sample analysis – Interpretation of results
19:00	<i>Dinner</i>
<i>Wednesday, 26 October 2022</i>	
08:15 – 12:30	– Work in laboratory – Preparation of samples for identification – Sample analysis – Interpretation of results
12:30 – 13:30	<i>Lunch</i>
13:30 – 17:30	– Work in laboratory – Preparation of samples for identification – Sample analysis – Interpretation of results
19:00	<i>Dinner</i>
<i>Thursday, 27 October 2022</i>	
08:15 – 12:30	– Final debriefing and course evaluation – IPE and equipment return – Closing and awarding of certificates ceremony
12:30 – 13:30	<i>Lunch</i>
13:30	Transport to Vienna