

F.No. M-21012/22/2022-TECH
Government of India
Cabinet Secretariat
National Authority (Chemical Weapons Convention)

1st Floor, Chanakya Bhavan, Chanakyapuri,
New Delhi – 110021, 26th September, 2022

Subject: Call for nominations for a Basic Analytical Chemistry Course Online event via Microsoft teams and Talentsoft 14 – 24 November 2022- regarding.

Please find enclosed copy of the Technical Secretariat (TS) Note No. S/2099/2022, dated 20 September, 2022, received from the Implementation Support Branch, International Cooperation and Assistance Division, Technical Secretariat (TS), Organization for the Prohibition of Chemical Weapons (OPCW), Hague, Netherland, seeking nominations from the States Parties of OPCW on the above mentioned subject.

2 Technical Secretariat (TS), wishes to invite National Authorities to submit applications for the Basic Analytical Chemistry Course Online event via Microsoft teams and Talentsoft 14 – 24 November 2022. Chemist who is working in a chemical laboratory or research institution having at least three years' experience in Laboratory are eligible for the said course. The candidate should have theoretical and practical preparedness in analytical chemistry, including work experience with gas chromatography – mass spectrometry (GC-MS) techniques. Interested candidates are invited to submit their applications through Eventus, the OPCW event management system (<https://apps.opcw.org/eventus>). Applicants must first create an account and then register for the event. Only in exceptional circumstances involving technical difficulties may a complete set of application documents be submitted via email attachment to icb.events@opcw.org, with the reference "Basic Analytical Chemistry Course 2022" in the subject line of the message.

3. In-line with the above, nominations of suitable, qualified and experienced candidates/officer(s) of appropriate level in your organization may be sent to this office latest by 11th October, 2022 through the National Authority-CWC online portal- OPCW Training Management System (<https://training.nacwc.gov.in/Login.aspx>) with strict adherence to the "Revised Guidelines for OPCW sponsored events" issued and hosted on the National Authority-CWC website. The 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. The nominated person has to submit a training report and presentation to the National Authority-CWC after attending the programme.

This issues with the approval of Competent Authority.

Encl: As above



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To,

1. The Director General, CSIR & Secretary DSIR, Council of Scientific and Industrial Research, Anusandhan Bhawan, 2 Rafi Ahmed Kidwai Marg, New Delhi, Delhi 110001
2. The Joint Secretary, Department of Science & technology, Technology Bhavan, Room No. 402, IV floor, New Mehrauli Road, New Delhi, Delhi 110016.
3. The Chairman, University Grants Commission (UGC), Bahadur Shah Zafar Marg, New Delhi-110002

Revised Guidelines For OPCW Sponsored Events

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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.



NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A BASIC ANALYTICAL CHEMISTRY COURSE
ONLINE EVENT VIA MICROSOFT TEAMS AND TALENTSOFT
14 – 24 NOVEMBER 2022**

Background

1. The OPCW Technical Secretariat (hereinafter “the Secretariat”) wishes to inform Member States that a basic analytical chemistry course will be held online via Microsoft Teams and Talentsoft, from 14 to 24 November 2022.
2. The aim of the analytical chemistry course is to assist qualified analytical chemists from Member States with economies that are developing or in transition in acquiring further knowledge and experience, specifically in the analysis of chemicals related to the Chemical Weapons Convention (hereinafter “the Convention”), and to facilitate the adoption of good laboratory practices and quality standards among the Member States.

Content

3. This course will be divided into two main parts:
 - (a) independent study of online training materials consisting of presentations (with audio) and videos (with subtitles); and
 - (b) live, interactive online sessions.
4. Participants will be granted online access to the training materials from 14 to 18 November 2022 for independent, self-paced study. The materials will consist of five thematic modules:
 - (a) Module 1: Introduction to the Convention and the OPCW, and viewing of a video about the OPCW;
 - (b) Module 2: Introduction to scheduled chemicals and their chemical properties;
 - (c) Module 3: Analysis strategies and element-specific detectors
 - (d) Module 4: the OPCW Central Analytical Database (OCAD); the Automated Mass Spectral Deconvolution and Identification System (ADMIS) and the National Institute of Standards and Technology database (NIST); and
 - (e) Module 5: Sample preparation: solid phase extraction, simplified hydrocarbon clean-up, and derivatisation.



5. On 21 November 2022 participants will take an online test aiming to verify the knowledge acquired over the course of the previous week. The participants who pass the test will be divided into three groups and invited to attend the live interactive sessions, which will take place on 22, 23, and 24 November via Microsoft Teams.
6. Live online sessions will be dedicated to discussion and question and answer sessions. Experts from the OPCW Laboratory will first summarise the content of each module, and participants will then have the opportunity to ask questions.
7. This training course will accommodate a maximum of 45 participants from OPCW Member States who will be selected based on their qualifications and experience.

Admission requirements

8. The course is open to those who:
 - (a) have a minimum of a first degree (BSc or equivalent) in analytical chemistry, chemistry, or related chemical sciences from a recognised university or institution;
 - (b) have theoretical and practical preparedness in analytical chemistry, including work experience with gas chromatography – mass spectrometry (GC-MS) techniques;
 - (c) are citizens of Member States, the economies of which are developing or in transition; and
 - (d) have been working in a chemical laboratory or research institution in their home country **for at least three years.**
9. This training course will be conducted in English. Candidates must therefore have a strong command of both written and spoken English.
10. Female candidates are encouraged to apply.

Selection procedure

11. Applications will be carefully screened based on the criteria specified in paragraphs 8 and 9 above.

Application procedure

12. Interested candidates are invited to submit their applications through Eventus, the OPCW event management system (<https://apps.opcw.org/eventus>). Applicants must first create an account and then register for the event. Only in exceptional circumstances involving technical difficulties may a complete set of application documents be submitted via email attachment to icb.events@opcw.org, with the reference “Basic Analytical Chemistry Course 2022” in the subject line of the message.

13. Only nominations endorsed by the National Authority or Permanent Representation will be considered. Each application must be endorsed digitally on the Eventus platform by the nominee's respective National Authority. A passport and an up-to-date curriculum vitae must be uploaded during the online registration process. Nominees must indicate their practical and work experience in their curricula vitae.
14. Applications must be submitted to the Secretariat **no later than 21 October 2022**. Additional information may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division. The contact persons are Mr Roman Warchol, Senior Programme Officer (Tel: +31 (0)70 416 3476; Email: roman.warchol@opcw.org) and Ms Rufaro Kambarami, Project Assistant (Tel: +31 (0)70 416 3272; Email: rufaro.kambarami@opcw.org).

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