

**File No. M-21012/5/2023-TECH**  
**Government of India**  
**Cabinet Secretariat**  
**National Authority Chemical Weapons Convention**

1<sup>st</sup> Floor, Chanakya Bhawan, Chanakyapuri,  
New Delhi, dated 22 February, 2023.

**OFFICE MEMORANDUM**

**Subject:** Call for nominations for a basic training course on protection against chemical weapons, which will be held in Spiez, Switzerland, from 03 to 08 July 2023 – regarding.


Please find enclosed copy of the Technical Secretariat (TS) Note No. L/ICA/APB-456/23 dated 01 February 2023, received from the Assistance and Protection Branch, Organisation for the Prohibition of Chemical Weapons (OPCW), The Hague, The Netherlands, seeking nominations from the States Parties of OPCW on the above mentioned subject training course.

2. The TS, OPCW is planning to conduct a course jointly organised by the Government of Switzerland and the Technical Secretariat. Participants will receive basic training in protection against chemical weapons and in detection. The course is related to the offer made by Switzerland under Article X of the Chemical Weapons Convention to provide assistance and protection against chemical weapons. Candidates will be carefully selected and should have a solid technical background in the chemistry associated with assistance and protection against chemical agents. They should be physically fit and be able to wear individual protective equipment for several hours at a time during the practical sessions of the course. Participation in this course will be mandatory when applying for other courses organised in Switzerland (for example, the Swiss laboratory course or the Swiss advanced course).

3. In-line with the above, nominations of suitable, qualified and experienced officer(s) of appropriate level in your organization may be sent to this office latest by 07 April 2023 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 or OPCW sponsored events" issued and hosted on the National Authority-CWC website.

This is issued with the approval of Competent Authority.

Encl: As above.

  
(Dr. Vimlesh Kumar Bind)  
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To,

1. Colonel PP (Concepts & Training), Directorate General of Perspective Planning (CBRN), General Staff Branch, IHQ of Ministry of Defence (MoD), (Army), Room No.-123, 'A' Wing, Sena Bhawan, New Delhi – 110011.
2. Joint Secretary (Disaster Management), Hall 'B', 3<sup>rd</sup> floor, NDCC-II Building, Jai Singh Road, New Delhi – 110001.
3. The Director (DHRD), Directorate of Human Resource Development, Defence Research & Development Organization, Room No. 253, DRDO Bhawan, Rajaji Marg, New Delhi – 110105.
4. Joint Secretary (IS-I), Internal Security-I Division, North Block, Ministry of Home Affairs, New Delhi – 110001.
5. The Director General, Directorate General of NDRF, 6<sup>th</sup> floor, NDCC-II Building, Jai Singh Road, New Delhi – 110001.
6. ADG, CD(Comn), Directorate of Fire Services, Civil Defence & Home Guards, MHA, East Block-7, Level-7, R.K. Puram, New Delhi – 110066.
7. The Director, Special Protection Group, Cabinet Secretariat, 9 Lok Kalyan Marg, New Delhi – 110001.
8. The Deputy Inspector General (Adm), Appellate Authority, HQ National Security Guard, Mehramnagar, Palam, New Delhi - 110037.
9. The Director, Sardar Vallabhbhai Patel National Police Academy, Shivrampally, Hyderabad, Telangana - 500052



## ORGANISATION FOR THE PROHIBITION OF CHEMICAL WEAPONS

OPCW

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[www.opcw.org](http://www.opcw.org)

The Hague, 01 February 2023

L/ICA/APB-456/23

### **To all States Parties of the CWC**

#### **Cc: National Authorities of the CWC**

On behalf of the Government of Switzerland and the Organisation for the Prohibition of Chemical Weapons (OPCW), the Technical Secretariat wishes to invite States Parties to nominate participants for a basic training course on protection against chemical weapons, which will be held in Spiez, Switzerland, from 03 to 08 July 2023

The course is related to the offer made by Switzerland under Article X of the Chemical Weapons Convention (hereinafter “the Convention”) to provide assistance and protection against chemical weapons and will be jointly organised by the Government of Switzerland and the Technical Secretariat (hereinafter “the Secretariat”). Participants will receive basic training in protection against chemical weapons and in detection. The course will also provide a basic introduction to chemical warfare agents, and explain the basics of individual protective measures, and of detection and decontamination equipment.

The course, which draws on Switzerland’s extensive experience in this area, is intended for specialists who are, or will be, associated with the training of civilians in their home countries in protection against chemical weapons. Its main purpose is to help States Parties establish a basic capability in this area that will directly benefit their civilian populations. Applicants from States Parties that do not yet have such a capability will be particularly welcome. Participation in this course will be mandatory when applying for other courses organised in Switzerland (for example, the Swiss laboratory course or the Swiss advanced course).

Given the purpose of the course and its technical nature, candidates will be carefully selected and should have a solid technical background in the chemistry associated with assistance and protection against chemical agents. They should also be physically fit and be able to wear individual protective equipment for several hours at a time during the practical sessions of the course.

The Secretariat expects to be able to sponsor a limited number of participants from States Parties. 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, and all meals during the course will be provided to all participants by the Government of Switzerland, at no cost to them or to the OPCW. Further details regarding accommodation, the course venue, and transport will be provided at a later date. All nominations from SPs must be formally endorsed by the National Authority.

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 command of the English language, both written and oral.

Participants are requested to obtain any necessary visas and vaccinations, including transit visas, before travelling to Switzerland and having a European Union recognised valid Covid vaccination where necessary.

Interested applicants are invited to register their nomination online through Eventus - the OPCW event management system—no later than 15 April 2023. The Eventus registration link is accessible via the OPCW website at: <https://apps.opcw.org/eventus/Home?eventid=425>

Only selected participants with the approval of their National Authority will be accepted to attend this course.

The endorsement procedure will be done by the National Authority through Eventus.

Additional information about the course may be obtained from the Assistance and Protection Branch, International Cooperation and Assistance Division. The contact persons are Mr Patrick Wengler (email: [patrick.wengler@opcw.org](mailto:patrick.wengler@opcw.org), tel. + 31 70 416 3423) and Mrs Maria Elena Bruno-Pousadela (email: [mariaelena.bruno-pousadela@opcw.org](mailto:mariaelena.bruno-pousadela@opcw.org), tel. +31 70 416 3217).

Yours sincerely,



Gareth Williams  
Head of Assistance and Protection Branch

## Revised Guidelines For OPCW Sponsored Events

1. 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.
2. 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.
3. 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](#).
4. 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](#).
5. 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](#).
6. 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](#).
7. 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>).



8. 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.
9. 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.
10. 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.