

**F. No. M-21012/17/2023-TECH**  
**Government of India**  
**Cabinet Secretariat**  
**National Authority (Chemical Weapons Convention)**

1<sup>st</sup> Floor, Chanakya Bhavan, Chanakyapuri,  
New Delhi – 110021, 24<sup>th</sup> April, 2023

**Subject:** Call for nominations for the 2023 International training cycle on Assistance and Protection for OPCW Member States- Regarding.

The National Authority for Chemical Weapons Convention (NACWC) has been set up under the cabinet Secretariat, Government of India to fulfil the obligations of the Chemical Weapons Convention (CWC) and to act as the National focal point for effective liaison with the Organization for the Prohibition of Chemical Weapons (OPCW) and other State parties on matter relating to the convention. Further as per Section 9(iii) of the Chemical Weapons Convention (CWC) rule 2016, 'the Authority shall function as the nodal agency for facilitating the participation of the officials and other nationals in the training courses conducted or coordinated with the Organisation and also other institutions working in the area related to the Convention.'

2. In this regard, NACWC has received details vide Note No. S/2159/2023, 17<sup>th</sup> April, 2023 from the Technical Secretariat (TS), OPCW, Hague, Netherland for the 2023 International training cycle on Assistance and Protection seeking nominations from OPCW Member States.

3. It is further informed that, 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. Participants should be physically fit and able to wear personal protective equipment for extended periods during the practical sessions of the course. A medical certificate may be required to attend the practical, hands-on training components. Participants are responsible for ensuring that they are available to participate in the entire training cycle; they must obtain the required clearances from the relevant authorities based on the invitation letter which will be issued by the TS, OPCW. As stated above, only participants who 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 Defence Science and Technology Organization in Islamabad, Pakistan.

4. In-line with the above, one nomination of suitable, qualified and experienced officer of appropriate level along with relevant documents as per the above TS note from your organization may be sent to this office latest by 01<sup>st</sup> June, 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 for OPCW sponsored events" issued and hosted on the National Authority-CWC website.

5. This is issued with the approval of Competent Authority.

**Encl:** As above

  
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Adviser (NACWC)  
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**To,**

1. The Secretary, Department of Defence R&D and Chairman, DRDO, DRDO Bhawan,  
Rajaji Marg, New Delhi-110011

2. The Director General, Directorate General of NDRF, 6th floor, NDCC-II Building, Jai Singh Road, New Delhi – 110001.
3. 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.
4. The Joint Secretary (IS-I), Internal Security-I Division, North Block, Ministry of Home Affairs, New Delhi – 110001.
5. The Joint Secretary (Training) & CVO, Department of Defence, Ministry of Defence, South Block, Central Secretariat, Rajpath Marg, New Delhi – 110 011.
6. The Joint Secretary (Disaster Management), Hall 'B', 3<sup>rd</sup> Floor, NDCC-II Building, Jai Singh Road, New Delhi – 110 001



(Dr. Vimlesh Kumar Bind)



S/2159/2023  
17 April 2023  
ENGLISH only

### NOTE BY THE TECHNICAL SECRETARIAT

#### CALL FOR NOMINATIONS FOR THE 2023 INTERNATIONAL TRAINING CYCLE ON ASSISTANCE AND PROTECTION FOR OPCW MEMBER STATES

1. The Technical Secretariat of the OPCW (hereinafter “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 (hereinafter “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 and December 2023.
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 Defense Science and Technology Organization of Pakistan. 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 26 to 29 June 2023);
  - (b) a practical, hands-on basic training course at the Federal Academy for Civil Protection and Civil Defence in Bad Neuenahr-Ahrweiler, Germany (from 11 to 15 September 2023);
  - (c) an online course on the Emergency Response Guidebook, information systems for emergency responders, and the Incident Command System (from 2 to 31 October 2023);
  - (d) a practical, hands-on integrated advanced course and exercise at the Defense Science and Technology Organization in Islamabad, Pakistan (from 13 to 17 November 2023); and
  - (e) a one-day follow-up webinar (in late 2023, exact date to be determined).
4. The online foundation course will offer participants basic theoretical knowledge about the OPCW and the Convention, and discuss 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 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 of 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. 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.
6. The next component of this cycle is an online course covering the Emergency Response Guidebook, electronic information systems for emergency responders, and the Incident Command System, and 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.
7. The practical, hands-on 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 Defence Science and Technology Organization in Islamabad, Pakistan.
8. 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 that have a particular requirement to strengthen preparedness and response capacities will be given priority. Additionally, States Parties and National Authorities are strongly encouraged to seek, support, and endorse the applications of suitable female candidates for the international training cycle.
9. 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.
10. Participants are responsible for ensuring that they are 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.

11. 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 12 June 2023 in Eventus, the OPCW event management system (<https://apps.opcw.org/eventus>).
12. 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.
13. 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 unrelated 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 below).
14. 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.
15. 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.
16. Interested States Parties are invited to submit nominations **no later than 12 June 2023**, making sure to provide all necessary contact details and valid passport details. Selected participants will be contacted within 14 days of the submission deadline.
17. The provisional programmes for the training cycle 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: Provisional Programmes

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, Information Systems for Emergency Responders, and the Incident Command System

Annex 4: Integrated Advanced Course and Exercise on Assistance and Protection Against Chemical Weapons

**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 NEUENAHN-AHRWEILER, GERMANY  
11 – 15 SEPTEMBER 2023**

<b>Time</b>	<b>Activity</b>
<b><i>Sunday, 10 September 2023</i></b>	
	Arrival of participants
<b><i>Day 1 – Monday, 11 September 2023</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>– 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, 12 September 2023</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, 13 September 2023</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, 14 September 2023</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 field exercise/summary of the day
Evening	<i>Barbecue at the Federal Academy for Civil Protection and Civil Defence</i>
<b>Day 5 – Friday, 15 September 2023</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,  
INFORMATION SYSTEMS FOR EMERGENCY RESPONDERS,  
AND THE INCIDENT COMMAND SYSTEM**

<b>Contents</b>	
<b>Chapter 1 – Technical aspects for attending emergencies with 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 – Information Systems for Emergency Responders</b>	
	3.1. Introduction 3.2. Characteristics of known substances 3.3. Reactivity of known substances 3.4. Identification of unknown substances 3.5. Physical properties 3.6. Observed symptoms 3.7. Plates and labels 3.8. Isolation and security zones
<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

## Annex 4

**INTEGRATED ADVANCED COURSE AND EXERCISE ON ASSISTANCE AND PROTECTION AGAINST CHEMICAL WEAPONS**

**ISLAMABAD, PAKISTAN  
13 – 17 NOVEMBER 2023**

<b>Time</b>	<b>Activity</b>
<b>Day 1 – Monday, 13 November 2023</b>	
08:30 – 09:00	Overview of the course and introduction of course participants
09:00 – 09:50	Opening/keynote address
09:50 – 10:00	Group photo
10:00 – 10:30	<i>Coffee/tea break</i>
10:30 – 11:20	Chemical warfare agents, their classification, properties, types of exposure, and mechanisms of action
11:20 – 12:00	Modern detection techniques
12:00 – 13:30	Medical management of casualties of chemical incidents
13:30 – 14:30	<i>Lunch break</i>
14:30 – 15:15	Issuance of individual protective equipment (PPE)
<b>Day 2 – Tuesday, 14 November 2023</b>	
08:30 – 10:00	Individual protection against chemical warfare agents – PPE donning and doffing
10:00 – 10:40	Alleged use of chemical weapons and ongoing developments at the OPCW related to the “attribution mechanism”
10:40 – 11:00	<i>Coffee/tea break</i>
11:00 – 13:30	Introduction and use of detection equipment (lightweight chemical detector (LCD 3.3)), water testing kit, chemical warfare agent detection kit
13:30 – 14:30	<i>Lunch break</i>
14:30 – 15:15	Collective protection against chemical warfare agents
15:15 – 16:30	Exercise using the Wireless Information System for Emergency Responders (WISER) software
<b>Day 3 – Wednesday, 15 November 2023</b>	
08:30 – 09:15	Decontamination/briefing on field exercise
09:15 – 10:00	Sampling procedures
10:00 – 10:20	<i>Coffee/tea break</i>
10:20 – 13:30	– Detection, evacuation, marking of contaminated areas, sampling and decontamination (field training in groups) – Leakage test for masks
13:30 – 14:30	<i>Lunch break</i>
14:30 – 16:30	Demonstration of detection, evacuation, marking of contaminated areas, sampling and decontamination
<b>Day 4 – Thursday, 16 November 2023</b>	
08:30 – 10:10	Field exercise on detection, evacuation, marking of contaminated areas, sampling and decontamination

10:10 – 10:30	<i>Coffee/tea break</i>
10:30 – 13:30	Field exercise on detection, evacuation, marking of contaminated areas, sampling and decontamination
13:30 – 14:30	<i>Lunch break</i>
14:30 – 16:30	Table-top exercise: Chemical incident response
<b>Day 5 – Friday, 17 November 2023</b>	
08:30 – 09:40	Presentations on protection programmes against chemical weapons: one presentation per country
09:40 – 10:40	Evaluation of the course by participants
11:00 – 11:45	Closing ceremony
11:45 – 11:50	Group photo
11:50 – 12:10	Display of detection and protection equipment for guests
12:10 – 12:30	Refreshments
12:30 – 16:00	<i>Lunch/prayer break and outdoor visit</i>
16:00 –	Return of participants according to individual flight schedules

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# 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.