

F.No. M-21012/26/2023-TECH
Government of India
Cabinet Secretariat
National Authority (Chemical Weapons Convention)

1st Floor, Chanakya Bhavan, Chanakyapuri,
New Delhi – 110021, 04th August, 2023

Subject: Proficiency Testing course will be held online via the Microsoft Teams and Talentsoft platforms from 25 September to 6 October 2023- 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 regards, Indian National Authority has received the details of this course vide Note No. S/2194/2023, Dated 21st July, 2023, of the above course received from the Technical Secretariat (TS), Organization for the Prohibition of Chemical Weapons (OPCW), Hague, Netherland, seeking nominations on the above mentioned subject.

3. It is further informed that, the aim of this online proficiency testing course is to assist qualified analytical chemists from laboratories in the OPCW Member States in acquiring the further knowledge and experience necessary for successful participation in the proficiency testing organised by the OPCW Laboratory.

4. In-line with the above, nomination of suitable, qualified and experienced officer(s) of appropriate level along with relevant documents as per the above TS note in your organization/Laboratory may be sent to this office latest by 25th August, 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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To,

1. The Director, Indian Institute of Chemical Technology (IICT), Uppal Road, Tarnaka, Hyderabad-500007, Telangana
2. The Director, Institute of Pesticide Formulation Technology (IPFT), Udyog Vihar, Sector-20, Gurugram-122016, Haryana.
3. The Director, Defence Research & Development Establishment (DRDE), Jhansi Road, Gwalior-474002, Madhya Pradesh.

4. The Director General, CSIR & Secretary DSIR, Council of Scientific and Industrial Research, Anusandhan Bhawan, 2 Rafi Ahmed Kidwai Marg, New Delhi – 110 001
5. The Joint Secretary, Department of Science & Technology (DST), Technology Bhawan, New Mehrauli Road, Block C, Adchini, New Delhi – 110016.
6. The Secretary, Department of Defence R&D and Chairman, DRDO, DRDO Bhawan, Rajaji Marg, New Delhi-110011
7. The Secretary (DARE) & DG, Indian Council of Agricultural Research (ICAR), Ministry of Agriculture and Farmers' Welfare, Krishi Bhawan, New Delhi – 110001
8. The Secretary, Department of Health Research and Director General, Indian Council of Medical Research (ICMR), Department of Health Research, 2nd Floor, IRCS Building, 1, Red Cross Road, New Delhi – 110001
9. The Director General, Indian Council of Agricultural Research (ICAR), Krishi Bhawan, Raisina Road, Opposite Rail Bhawan, New Delhi – 110001.
10. The Director General, Directorate General of NDRF, 6th floor, NDCC-II Building, Jai Singh Road, New Delhi – 110001.
11. The Director General (Life Sciences), Defence Research & Development Organisation, Room No. 338, DRDO Bhawan, New Delhi – 110 011.
12. The Deputy Director General, Department of Chemicals & Petrochemicals (DCPC), ministry of Chemicals & Fertilizers, 419C, 4th floor, Shastri Bhawan, New Delhi – 110 001
13. The Vice Chancellor, Harcourt Butler Technical University, Nawabganj, Kanpur, Uttar Pradesh – 208 002
14. The Director, Indian Institute of Technology - Bhubaneswar, Argul - Jatni Rd, Kansapada, Odisha 752050
15. The Director, Indian Institute of Technology - Bombay, Main Gate Rd, IIT Area, Powai, Mumbai, Maharashtra 400076
16. The Director, Indian Institute of Technology - Mandi, Parashar Road, Tehsil Sadar, Near Kataula, Kamand, Himachal Pradesh 175005
17. The Director, Indian Institute of Technology - Delhi, IIT Delhi Main Rd, IIT Campus, Hauz Khas, New Delhi, Delhi 110016
18. The Director, Indian Institute of Technology - Indore, Khandwa Rd, Simrol, Madhya Pradesh 453552.
19. The Director, Indian Institute of Technology - Kharagpur, Kharagpur, West Bengal – 721302
20. The Director, Indian Institute of Technology - Hyderabad, IITH Road, Near NH-65, Sangareddy, Kandi, Telangana 502285
21. The Director, Indian Institute of Technology - Jodhpur, NH 62, Surpura Bypass Rd, Karwar, Rajasthan 342030
22. The Director, Indian Institute of Technology - Kanpur, Kalyanpur, Kanpur, Uttar Pradesh 208016,
23. The Director, Indian Institute of Technology - Madras, Indian Institute Of Technology, Chennai, Tamil Nadu 600036
24. The Director, Indian Institute of Technology - Gandhinagar, Palaj, Gandhinagar, Gujarat - 382355,
25. The Director, Indian Institute of Technology - Patna, Indian Institute of Technology Patna, Bihta, Patna, Bihar - 801103
26. The Director, Indian Institute of Technology - Roorkee, Roorkee - Haridwar Highway, Roorkee, Uttarakhand - 247667
27. The Director, Indian Institute of Technology - Ropar, Nangal Road, Rupnagar, Punjab 140001
28. The Director, Indian Institute of Technology - (BHU) Varanasi, Uttar Pradesh 221005

29. The Director, Indian Institute of Technology - Guwahati, Surjyamukhi Road, North, Amingaon, Guwahati, Assam 781039
30. The Director, Indian Institute of Technology - Bhilai, IIT Bhilai, Government Engineering College Campus, Old Dhamtari Road, Sejbahar, Raipur, Chhattisharh, 492015
31. The Director, Indian Institute of Technology - Goa, IIT Goa, Goa Engineering College Campus "Bhauasaheb Bandodkar Technical Education Complex" Farmagudi, Ponda, Goa - 403401
32. The Director, Indian Institute of Technology - Palakkad, Ahalia Integrated Campus, Kozhippara, Palakkad 678557, Kerala
33. The Director, Indian Institute of Technology - Tirupati, Yerpedu – Venkatagiri Road, Yerpedu Post, Tirupati District, A.P - 517619
34. The Director, Indian Institute of Technology - Jammu, Jagti, NH-44 , PO Nagrota, Jammu, Jammu and Kashmir - 181 221
35. The Director, Indian Institute of Technology - Dharwad, IIT Dharwad, WALMI Campus Belur Industrial Area, PB Road Post Mummigatti, Dharwad-580001 Karnataka, India
36. The Director, National Chemical Laboratory (NCL), Dr. Homi Bhabha Road, Pune - 411 008, Maharashtra.
37. The Director, Indian Institute of Science (IISc), CV Raman Rd, Bengaluru, Karnataka – 560012.
38. The Director, National Physical Laboratory (NPL), Dr. KS Krishnan Marg, Pusa, New Delhi – 110012.
39. The Director, Tata Institute of Fundamental Research (TIFR), Homi Bhabha Road, Colaba, Mumbai – 400005.



NOTE BY THE TECHNICAL SECRETARIAT ONLINE PROFICIENCY TESTING COURSE

BACKGROUND

1. The OPCW Technical Secretariat (hereinafter “the Secretariat”) wishes to inform Member States that a proficiency testing course will be held online via the Microsoft Teams and Talentsoft platforms from 25 September to 6 October 2023.
2. The aim of this online proficiency testing course is to assist qualified analytical chemists from laboratories in the OPCW Member States in acquiring the further knowledge and experience necessary for successful participation in the proficiency testing organised by the OPCW Laboratory.

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 25 September to 3 October 2023 for independent, self-paced study. The materials will consist of the following thematic modules:
 - (a) Module 1: Chemistry of scheduled chemicals;
 - (b) Module 2: The OPCW Central Analytical Database (OCAD); the Automated Mass Spectral Deconvolution and Identification System (AMDIS), and the National Institute of Standards and Technology database (NIST);
 - (c) Module 3: Proficiency testing types: Chemical Weapons Convention Chemical Analysis Competency Testing (CFACT), Proficiency Testing (PT), and Biomedical Proficiency Testing (BioPT);
 - (d) Module 4: CFACT;
 - (e) Module 5: Proficiency testing strategy and general requirements; and
 - (f) Module 6: Proficiency testing reporting.



5. On 3 October 2023, participants will take an online test to verify the knowledge acquired over the course of the previous week. Participants who pass the test will be divided into three groups and invited to attend one of the live interactive sessions, which will take place on 4, 5, and 6 October 2023 on the Microsoft Teams platform.
6. Live online sessions will be dedicated to discussions and question-and-answer sessions. Experts from the OPCW Laboratory will first summarise the content of each module and then participants will have an 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. Preference will be given to applicants from Member States with economies that are developing or in transition.

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) preferably, have previously participated in any of the analytical chemistry courses or laboratory support projects organised by the OPCW or work in a laboratory that applied for the Laboratory Twinning and Assistance Programme; and
 - (c) have been working in a chemical laboratory or research institution **for at least one year**.
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 (icb.events@opcw.org), with the reference "Proficiency Testing Course 2023" in the subject line of the message.
13. Only nominations endorsed by a nominee's 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. 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 5 September 2023**. 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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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.