

F. No. M-21012/11/2024-TECH
Government of India
Cabinet Secretariat
National Authority Chemical Weapons Convention

1st Floor, Chanakya Bhawan, Chanakya Puri,
New Delhi, dated 03rd March, 2025

OFFICE MEMORANDUM

Subject: - Invitation for a Regional Seminar on the Chemical Weapons Convention and Chemical Safety and Security Management for Member States of the OPCW in the Asia Region to be held in Jakarta, Indonesia from 30th September to 2nd October 2025 - Regarding.

The undersigned is directed to inform that India is a signatory to the Chemical Weapons Convention (CWC). The Organization for the Prohibition of Chemical Weapons (OPCW), headquartered at The Hague, The Netherlands is the implementing body of CWC. National Authority Chemical Weapons Convention (NACWC), being the National Focal Point facilitates, participation of its officials, other Indian officials and other Indian national in training courses conducted by OPCW in the field of the Convention.

2. The Technical Secretariat, of the Organisation for the Prohibition of Chemical Weapons (OPCW) has invited nominations for the Regional Seminar on the Chemical Weapons Convention and Chemical Safety and Security Management for Member States of the OPCW in the Asia Region to be held in Jakarta, Indonesia from 30th September to 2nd October 2025.

3. Accordingly, nomination of suitable, qualified and experienced candidates fulfilling the above requirements of the course, along with relevant supporting documents following the 'Guidelines for OPCW sponsored events issued by NACWC (enclosed) may please be sent to this office latest by **20th March, 2025** through the online portal - OPCW Training Management System (<https://training.nacwc.gov.in/Login.aspx>). Applicants who have already participated in the similar previous programme(s) may not be nominated for the course.

4. If selected, the participant must submit a report and a copy of the OPCW certificate to the National Authority, after attending the course/training/workshop/event.

Encl: As above

(Dr Arjun Singh)
Joint Director, NACWC
Telephone: +91-11-24675465
Email: jd-nacwc@gov.in

To,

1. The Chairman, Defence Research & Development Organisation, DRDO Bhawan, Rajaji Marg, Vijay Chowk Area, Central Secretariat, New Delhi-110004.

2. The Director General, CSIR & Secretary DSIR, Council of Scientific and Industrial Research, Anusandhan Bhawan, 2 Rafi Ahmed Kidwai Marg, New Delhi-110001.
3. The Director General, Indian Council of Agricultural Research (ICAR), Krishi Bhawan, Raisina Road, Opposite Rail Bhawan, New Delhi-110001.
4. The Joint Secretary (Chemicals), Dept. of Chemicals and Petrochemicals, Ministry of Chemical and Fertilizers, 341-(C), A-wing, 3rd Floor, Shastri Bhawan, New Delhi-110001.
5. The Joint Secretary (Plant Protection, Department of Agriculture, Cooperation and Farmers Welfare, Ministry of Agriculture and Farmer welfare, A-wing, Krishi Bhawan, New Delhi-110001.
6. The Chairman, University Grants Commission (UGC), Bahadur Shah Zafar Marg, New Delhi-110002.
7. The Deputy Commissioner (Training), Ministry of Health and Family Welfare, Nirman Bhawan, Room no. 404, D-wing, Maulana Azad Road, New Delhi-110001.
8. The Joint Secretary, Department of Biotechnology, Ministry of Science & Technology, 6th – 8th Floor, Block 2, CGO Complex, Lodhi Road, New Delhi-110003.
9. The Director General, Indian Chemical Council of Medical Research (ICMR), Post box no. 4911, Ansari Nagar, New Delhi-110011.
10. The Joint Secretary (Higher Education), 107-C, Shastri Bhawan, New Delhi-110001.
11. The President, Federation of Indian Chambers of Commerce & Industry (FICCI), 1, Federation House, Tansen Marg, Todermal Road Area, Mandi House, New Delhi-110001.
12. The President, Confederation of Indian Industry (CII), the Mantosh Sondhi Centre, 23, Institutional Area, Lodhi Road, New Delhi-110003.
13. The Director General, Indian Chemical Council (ICC), Sir Vithaldas Chambers, 6th Floor, 16, Mumbai Samachar Marg, Mumbai, Maharashtra-400001.



S/2375/2025
26 February 2025
ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR A REGIONAL SEMINAR ON THE CHEMICAL
WEAPONS CONVENTION AND CHEMICAL SAFETY AND SECURITY
MANAGEMENT FOR MEMBER STATES OF THE OPCW IN THE ASIA REGION
JAKARTA, INDONESIA
30 SEPTEMBER – 2 OCTOBER 2025**

BACKGROUND

1. The Technical Secretariat of the OPCW (the Secretariat) wishes to inform States Parties that a regional seminar on the Chemical Weapons Convention (the Convention) and chemical safety and security management for Member States of the OPCW in the Asia region will be held in Jakarta, Indonesia, from 30 September to 2 October 2025.
2. National Authorities or governmental representatives responsible for chemical safety and security management, representatives from chemical industry associations, and managers involved in chemical industry safety and security and Responsible Care[®] are invited to submit applications for the seminar, which is being organised to further promote international cooperation programmes that focus on chemical industry outreach and industry-related aspects of the implementation of Article XI of the Convention.
3. The overall goal of the seminar is to sensitise States Parties to new approaches in chemical safety and security management for small and medium-sized enterprises, and to highlight how emerging technologies, such as artificial intelligence, can affect safety and security at chemical plants, as well as the overall implementation of the Convention. By fostering a culture of chemical safety and security, the seminar will benefit chemical industry personnel involved in safety and security management, strengthen the capabilities of National Authorities and chemical industry associations in the region, and indirectly benefit the general public as a whole.
4. The objectives of the seminar are to:
 - (a) provide an opportunity for participating States Parties to consider and discuss specific chemical safety and security management issues related to chemical processes that have a direct bearing on the effective implementation of the Convention;
 - (b) contribute to sharing information and exchanging experiences on the practical implementation of chemical safety and security management programmes;



- (c) review best practices related to the safe and secure management of chemicals, and generate, through interaction and discussions, recommendations on the structure of future standardised seminars in order to promote these practices at small and medium-sized enterprises in the region;
 - (d) foster broader cooperation between States Parties on issues related to the chemical industry to ensure the achievement of the objectives of Article XI of the Convention (promoting the peaceful uses of chemistry); and
 - (e) enhance and promote the safe handling of chemicals at the national level.
5. The seminar programme will be provided to the selected participants in due course.

ADMISSION REQUIREMENTS

6. The seminar is open to those who:
- (a) are citizens of OPCW Member States in the Asia region;
 - (b) have at least five years of professional working experience in academia, science and technology institutions, the chemical industry, industry associations, or regulatory agencies in the field of chemical safety and security;
 - (c) have not attended similar events organised by the OPCW in the last three years; and
 - (d) have a good written and oral command of English.
7. The Secretariat will select participants based on their qualifications and experience. Participants are requested to obtain any necessary visas (including transit visas) before travelling to Indonesia.

SPONSORSHIP

8. The Secretariat expects to be able to sponsor a limited number of participants. The cost of the seminar and of accommodation will be covered by the Secretariat. In addition, the Secretariat will pay for international travel, meals, visas, and emergency medical and travel insurance, and will provide a limited subsistence allowance to cover sundry expenses in accordance with OPCW rules.
9. The Secretariat will not pay for medical assistance. Therefore, participants should be fit for travel. All participants taking prescribed medication should arrive with supplies sufficient for the duration of the event.
10. When making travel arrangements for sponsored participants, the Secretariat will seek the most economical options. The Secretariat will not cover expenses that are not related to the seminar or that result from changes to travel arrangements that it has not authorised.

APPLICATION PROCEDURE

11. Interested candidates are invited to submit their applications through Eventus, the OPCW event management system (<https://eventus.opcw.org>). Applicants must first create an account and then register for the event.
12. Only nominations endorsed by the National Authority or Permanent Representation of the candidate's country to the OPCW will be considered. The Secretariat strongly encourages States Parties and National Authorities to seek, support, and endorse applications from qualified women candidates. Candidates who have not been contacted by the OPCW by 30 April 2024 should consider that their application has been unsuccessful.
13. Each application must be accompanied by a curriculum vitae or a short abstract describing the applicant's current research, work, and projects, in particular in the areas of chemical safety and security, transportation security, hazardous waste management, and new trends in chemical technology. A photocopy of the personal identification page of the applicant's passport is also required.
14. Applications must be submitted through Eventus **no later than 28 March 2025**. **Incomplete or improperly filled out applications will not be considered.** Additional information may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division. The contact persons are Ms Ting Zhang, Senior Project Assistant (Email: ting.zhang@opcw.org) and Mr Massimo de Rienzo, Senior Programme Officer (Email: massimo.derienzo@opcw.org).

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National Authority Chemical Weapons Convention

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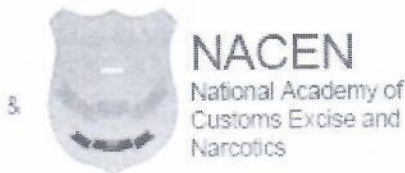
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Guidelines For OPCW Sponsored Events

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.



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Last Updated: 03 March, 2025