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भारत सरकार / Government of India

मंत्रिमंडल सचिवालय / Cabinet Secretariat

राष्ट्रीय प्राधिकरण रासायनिक हथियार समझौता / National Authority Chemical Weapons Convention

प्रथम तल, चाणक्य भवन/ 1st Floor, Chanakya Bhavan

चाणक्य पुरी, नई दिल्ली-21/ Chanakya Puri, New Delhi-110021

Dated the 22nd April, 2025

OFFICE MEMORANDUM

Subject: - Invitation to apply for 2025 regional training cycle related to assistance and protection under Article X of the Chemical Weapons Convention Asia Region in offline and online modes from 8th May to 4th July 2025-regarding

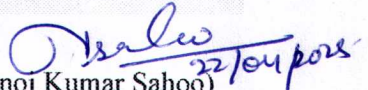
The undersigned is directed to inform that India is a signatory to the Chemical Weapons Convention (CWC). The Organization for the Prohibition of Chemical Weapons (OPCW), headquartered at The Hague, The Netherlands is the implementing body of CWC. National Authority Chemical Weapons Convention (NACWC),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

2. The Technical Secretariat, of the OPCW has invited nominations for the 2025 regional training cycle related to Assistance and Protection under Article X of the Chemical Weapons Convention Asia Region in offline and online modes from 8th May to 4th July 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 30th April, 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


(Manoj Kumar Sahoo)

Adviser, NACWC

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Email: adviser-nacwc@gov.in

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. Shri Vishwesh Negi, Joint Secretary, International Cooperation, ministry of Defence Room No.-1098, South Block-100011
4. GP Capt. VS Srihari, Adviser, IC-V, Room No. 5B, South Block, MOD, New Delhi
5. The Joint Secretary (IS-I), Internal Security-I Division, North Block, Ministry of Home Affairs, New Delhi – 110001.
6. The Joint Secretary (Training) & CVO, Department of Defence, Ministry of Defence, South Block, Central Secretariat, Rajpath Marg, New Delhi – 110 011.
7. The Joint Secretary (Disaster Management), Hall 'B', 3rd Floor, NDCC-II Building, Jai Singh Road, New Delhi – 110 001
8. The ADG, CD (Comm), Directorate of fire services, Civil Defence & Home Guards, MHA, East Block-7, R.K., Puram, New Delhi-110066
9. All Concerned



S/2393/2025
15 April 2025
ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

**CALL FOR NOMINATIONS FOR THE 2025 REGIONAL TRAINING CYCLE ON
ASSISTANCE AND PROTECTION FOR MEMBER STATES IN ASIA**

1. The Technical Secretariat of the OPCW (the Secretariat) wishes to invite Asian Member States to nominate representatives to participate in the 2025 regional training cycle related to assistance and protection under Article X of the Chemical Weapons Convention (the Convention), which will begin with an online introductory course on responding to incidents involving chemical warfare agents and toxic industrial chemicals.
2. The entire Assistance and Protection Branch training cycle for Asia will be jointly organised by the Governments of the Philippines and the Republic of Korea, in collaboration with the Secretariat. It will provide training for up to 22 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 for selected candidates will be divided into the following components:
 - (a) an online foundation course, available from 8 to 30 May 2025;
 - (b) an in-person, hands-on basic course, from 2 to 6 June 2025, in Manila, the Philippines;
 - (c) an online course on the Emergency Response Guidebook (ERG) and the Incident Command System (ICS), from 7 to 29 June 2025;
 - (d) an in-person, hands-on integrated advanced course and exercise, from 30 June to 4 July 2025, in Seoul, the Republic of Korea; and
 - (e) a one-day follow-up webinar in late 2025 (exact date to be communicated later).
4. The online foundation course will offer basic theoretical knowledge for all participants about the OPCW, the Convention, chemical warfare agents, toxic industrial chemicals, personal protective equipment (PPE), decontamination and detection, and identification and monitoring. The Secretariat will select up to 22 candidates to participate in the online foundation course; these participants will then continue through the subsequent components of the training cycle.



5. The hands-on basic course will take place in Manila, the Philippines, and will consist of a combination of theory-based lectures, demonstrations of equipment, and practical training sessions. By the end of the course, the participants will have basic knowledge of chemical warfare agents and their actions, protective equipment and its limitations, and detection and decontamination equipment and procedures.
6. The next component of this cycle is an online course covering the ERG and the ICS, which will provide participants with the tools needed to manage chemical emergencies. This information will be used in successive components of the training cycle.
7. The practical, hands-on integrated advanced course and exercise will deepen the knowledge obtained in the three previous components of this training cycle to enhance and further develop the chemical emergency response capabilities of OPCW Member States. This scenario-based training, which will explore different complex scenarios in combination with the final exercise, is an opportunity to practise and confirm the knowledge and skills acquired during the training cycle. As stated above, participants in this course will be those who completed the online course on the ERG and the ICS, as well as the previous two components, as part of the full training cycle. This component will take place in person in Seoul, the Republic of Korea.
8. Given the objectives of the training cycle, candidates will be carefully selected and must have a background in the field of emergency response. Therefore, the Secretariat will consider only applications from emergency response officers and professionals directly involved in civilian defence and law enforcement, as well as first responders (such as firefighters) and health professionals. Participants should be physically fit and able to wear PPE during the practical sessions of the training. Please note that a medical certificate may be required to attend the practical parts of the training cycle. In addition, the Secretariat strongly encourages States Parties and National Authorities to seek, support, and endorse applications from qualified women candidates for participation in the training cycle.
9. Participants should take the necessary steps to ensure their participation in the entire cycle by obtaining the required clearances from the relevant authorities based on the invitation letter issued by the Secretariat.
10. Endorsement by a candidate's respective National Authority is a prerequisite to be considered in the selection process. The endorsement process must be completed online **no later than 2 May 2025** via Eventus, the OPCW event management system (<https://eventus.opcw.org/>).
11. The Secretariat expects to be able to sponsor a maximum of 22 participants for the full cycle. For sponsored participants, the Secretariat will cover the costs of travel, accommodation, airport transfers, medical insurance, and meals (lunch), and will provide a limited subsistence allowance to cover sundry expenses.
12. The Secretariat will seek the most economical options when making travel arrangements for sponsored participants. Sponsored participants must 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 courses, and to depart no later than one day after the completion of the courses. The Secretariat will not cover expenses unrelated to the courses or resulting

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 courses. In case of any unforeseen circumstances, participants should immediately contact the substantive officer responsible for the courses.

13. The courses will be conducted in English; therefore, participants are required to have a very good working knowledge of written and spoken English. No interpretation services will be provided during any part of the training cycle.
14. 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 at a later stage.
15. Interested Member States are invited to submit their nominations, making sure they provide all necessary contact information and valid passport details, **no later than 2 May 2025**. Only selected participants will be contacted (within five days after the submission deadline).
16. Provisional programmes for the training cycle are included in the annexes to this Note, and further details will be issued at a later date. Any questions may be addressed to the focal point for this training cycle within the Assistance and Protection Branch of the International Cooperation and Assistance Division of the OPCW: Mr Eduardo Herrera Reyes (Tel.: +31 (0)70 416 3466; Email: eduardo.herrera@opcw.org). For administrative matters Ms Aureliarita Marcellus (Tel.: +31 (0)70 416 3414; Email: aureliarita.marcellus@opcw.org) and Ms Maria Elena Bruno-Pousadela (Tel.: +31 (0)70 416 3217; Email: mariaelena.bruno-pousadela@opcw.org).

Annexes:

- Annex 1: Online Foundation Course, 8 – 30 May 2025 – Provisional Programme
- Annex 2: Basic Course for Asian Member States on Response to Incidents Involving Chemical Warfare Agents and Toxic Industrial Chemicals, Manila, the Philippines, 2 – 6 June 2025 – Provisional Programme
- Annex 3: Online Course on the Emergency Response Guidebook and the Incident Command System, 7 – 29 June 2025 – Provisional Programme
- Annex 4: Integrated Advanced Course and Exercise for Asian Member States on Response to Incidents Involving Chemical Warfare Agents and Toxic Industrial Chemicals, Seoul, the Republic of Korea, 30 June – 4 July 2025 – Provisional Programme

Annex 1**ONLINE FOUNDATION COURSE
8 – 30 MAY 2025****PROVISIONAL PROGRAMME**

	Contents
Chapter 1	The Chemical Weapons Convention
	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 Chemical Weapons Convention
Chapter 2	Introduction to chemical agents
	2.1. Chemical weapons 2.2. Chemical warfare agents 2.3. Exposure to chemical warfare agents 2.4. Toxic industrial chemicals
Chapter 3	Introduction to personal protective equipment
	3.1. Chemical protection suits 3.2. Respiratory protection 3.3. OPCW protection levels
Chapter 4	Introduction to decontamination
	4.1. Decontamination overview 4.2. Decontamination stations and corridors 4.3. Decontamination processes 4.4. Decontamination systems
Chapter 5	Introduction to detection and identification
	5.1. Recognition 5.2. Detection 5.3. Identification

Annex 2

**BASIC COURSE FOR ASIAN MEMBER STATES
ON RESPONSE TO INCIDENTS INVOLVING CHEMICAL WARFARE AGENTS
AND TOXIC INDUSTRIAL CHEMICALS
MANILA, THE PHILIPPINES
2 – 6 JUNE 2025**

PROVISIONAL PROGRAMME

Time	Activity
Sunday, 1 June 2025	
	Arrival of the OPCW team and participants in Manila; check-in at accommodation
Day 1: Monday, 2 June 2025 (at the hotel venue)	
08:45 – 09:00	Registration
09:00 – 09:30	Opening ceremony Remarks from the Secretariat Remarks on the Convention by the National Authority of the Philippines Group photo
09:30 – 10:00	Logistical and administrative information about the course, and participant introductions and setting expectations
10:00 – 10:45	OPCW presentation: Overview of the Convention and its provisions; Article X: International assistance and protection against chemical weapons; the role of the OPCW in capacity building for first responders
10:45 – 11:00	<i>Coffee/tea break</i>
11:00 – 11:45	Presentation: Implementation of the Convention in the Philippines
11:45 – 12:30	Presentation: Threats of chemical attacks by non-State actors
12:30 – 13:30	<i>Lunch break</i>
13:30 – 14:30	Panel discussion: Domestic and regional chemical threat landscapes
14:30 – 15:30	Presentation: The characteristics of chemical warfare agents and toxic industrial chemicals
15:30 – 15:45	<i>Coffee/tea break</i>

Time	Activity
15:45 – 17:00	Presentation: Emergency management—chemical response at the awareness and operational level Incident Command System
17:00 – 18:00	<i>Break</i>
18:00 – 22:00	Transfer to Bureau of Fire Protection and welcome dinner
Day 2: Tuesday, 3 June 2025 (at the hotel venue)	
09:00 – 10:30	Exercise: Recognition and identification using the ERG
10:30 – 10:45	<i>Coffee/tea break</i>
10:45 – 11:30	Presentation: Competencies of a chemical emergency first responder—experience in the Philippines
11:30 – 13:00	<i>Lunch break</i>
13:00 – 15:00	Presentation: Principles of PPE—respiratory and skin protection
15:00 – 15:15	<i>Coffee/tea break</i>
15:15 – 17:00	Demonstration: Working with PPE
Day 3: Wednesday, 4 June 2025 (at the hotel venue)	
09:00 – 11:45	Practical exercise: PPE, self-contained breathing apparatus (SCBA), and air-purifying respirators <i>Coffee/tea break during practice</i>
11:45 – 13:00	<i>Lunch break</i>
13:00 – 14:15	Presentation: Principles of recognition and detection of chemicals, detection and identification techniques, equipment and devices
14:15 – 14:30	<i>Coffee/tea break</i>
14:30 – 17:00	Practical exercise: Recognition, detection, and identification
Day 4: Thursday, 5 June 2025 (at off-site venue)	
08:30 – 09:30	Transfer: Accommodation to off-site venue
09:30 – 11:00	Presentation: Principles of decontamination, methods and techniques, roles and responsibilities, tools and equipment <i>Coffee/tea available during presentation</i>

Time	Activity
11:00 – 12:30	Presentation: Medical treatment for exposure to chemical warfare agents and toxic industrial chemicals, and health and safety during chemical emergencies
12:30 – 13:30	<i>Lunch break</i>
13:30 – 16:00	Practical exercise: Decontamination
16:00 – 17:00	Transfer back to accommodation
17:00 – 18:00	<i>Break</i>
18:00 – 20:00	Farewell dinner
Day 5: Friday, 6 June 2025 (at the hotel venue or off-site venue)	
09:30 – 11:30	Tabletop exercise or joint field exercise
11:30 – 12:00	Discussion on knowledge acquired and course evaluation
12:00 – 12:30	Closing ceremony
12:30 – 13:30	<i>Lunch</i>
Saturday, 7 June 2025	
	Departure of participants

Annex 3**ONLINE COURSE ON THE EMERGENCY RESPONSE GUIDEBOOK
AND THE INCIDENT COMMAND SYSTEM
7 – 29 JUNE 2025****PROVISIONAL PROGRAMME**

	Contents
Chapter 1	Technical aspects of attending emergencies with toxic chemicals
	1.1. Physical and chemical properties of substances 1.2. Toxicological values applied to the management of emergencies with chemicals 1.3. Dispersion of pollutants in the environment after an event with chemicals 1.4. Safety distances and planning zones
Chapter 2	Emergency Response Guidebook
	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
Chapter 3	The Incident Command System
	3.1. Introduction 3.2. Characteristics and principles of the ICS 3.3. Roles and responsibilities 3.4. ICS structure 3.5. Facilities and resources 3.6. Command

Annex 4

**INTEGRATED ADVANCED COURSE AND EXERCISE FOR ASIAN MEMBER
STATES ON RESPONSE TO INCIDENTS INVOLVING CHEMICAL WARFARE
AGENTS AND TOXIC INDUSTRIAL CHEMICALS
SEOUL, THE REPUBLIC OF KOREA
30 JUNE – 4 JULY 2025**

PROVISIONAL PROGRAMME

Day	9:00 – 12:00	13:00 – 16:00	Venue
Day 1	Orientation and opening The Chemical Weapons Convention and the OPCW Cultural briefing (Korea Tourism Organization)	Chemical accident response theory training Medical treatment Terrorism involving weapons of mass destruction (WMD)	Hotel
Day 2	Chemical warfare agents Personnel protection	Chemical accident response Virtual reality training experience Fire department visit	Hotel and premises of the Fire Department Chemical Rescue Team
Day 3	Decontamination	Operation of PPE and chemical equipment, hands-on practice	Defence command (WMD training site)
Day 4	Demonstration of chemical counterterrorism procedures Comprehensive practice 1 (detection, sample collection, simple and precise decontamination)	Comprehensive practice 1 (continued)	Defence command (WMD training site)
Day 5	Comprehensive practice 2 (situation response training)	Comprehensive practice 3 (situation response training) Farewell reception	Defence command (WMD training site)

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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 online 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.