

प्रथम तल, राष्ट्रपति भवन / 1st Floor, Rashtrapati Bhawan

नई दिल्ली-04/ New Delhi-04

Dated the 20th January, 2026

OFFICE MEMORANDUM

Subject: Invitation to apply for an online Basic Analytical Chemistry course from 2nd to 13th March, 2026 – reg.

The undersigned is directed to refer to Technical Secretariat's S/2474/2026 dated 16th January, 2026 (**copy enclosed**), seeking nominations on the above-mentioned subject.

2. The NACWC being the national focal point seeks nominations of suitable and qualified candidates having a minimum of a first degree (BSc or equivalent) in chemistry, analytical chemistry or related chemical sciences from a recognised university or institution, with relevant practical and theoretical experience in analytical chemistry, and are currently directly using gas chromatography (GC) and/or gas chromatography-mass spectrometry (GC-MS) equipment on a regular basis for their job. Candidate should also have been working in a chemical laboratory or research institution for at least one year. The relevant documents supporting the above-mentioned requirements and following the 'Guidelines for the OPCW sponsored events' issued by NACWC may please be sent to this office **latest by 10th February, 2026** through online portal - OPCW Training Management System (<https://training.nacwc.gov.in/Login.aspx>).

3. The Head of the concerned Department/Organization may also certify that the applicant is clear from vigilance angle and no departmental proceeding against the nominee is contemplated or inquired into. Further, it may also please be ensured that nominated individuals have good command of English, both written and oral.

4. Applicant(s) who have already participated in the similar previous programme(s) may not be considered for the course. After attending the course, nominated individuals shall be expected to make a report and a brief presentation to the National Authority.

Encl.: 1


(Vivek Prakash)
Under Secretary & HoO
Phone: +91-11-23015528
Email: us-nacwc@gov.in

To

1. All Concerned Ministries/Departments (As per standard lists).
2. The Chairman, Defence Research & Development Organization (DRDO), DRDO Bhawan, Vijay Chowk Area, Central Secretariat, New Delhi – 110004.
3. The Director General, Council of Scientific and Industrial Research (CSIR) & Secretary, Department of Scientific and Industrial Research (DSIR), Anusandhan Bhawan, 2 Rafi Ahmed Kidwai Marg, New Delhi – 110001.
4. The Director General, Indian Council of Agricultural Research (ICAR), Krishi Bhawan, Raisina Road, Opposite Rail Bhawan, New Delhi – 110001.
5. The Director, Central Revenue Control Laboratory, Hill Side Road, Pusa, New Delhi.
6. The Director, Indian Institute of Technology – Gandhinagar, Palaj, Gandhinagar, Gujarat – 382355.

7. The Director, Indian Institute of Technology – Guwahati, Surjyamukhi Road, North Amingaon, Guwahati, Assam – 781039.
8. The Director, Indian Institute of Technology – Hyderabad, IITH Road, Near NH-65, Sangareddy, Kandi, Telangana – 502285.
9. The Director, Indian Institute of Technology – Indore, Khandwa Road, Simrol, Madhya Pradesh – 453552.
10. The Director, Indian Institute of Technology – Jodhpur, NH-62, Surpura Bypass Road, Karwar, Rajasthan – 342030.
11. The Director, Indian Institute of Technology – Kanpur, Kalyanpur, Kanpur, Uttar Pradesh – 208016.
12. The Director, Indian Institute of Technology – Kharagpur, Kharagpur, West Bengal – 721302.
13. The Director, Indian Institute of Technology – Madras, Indian Institute of Technology, Chennai, Tamil Nadu – 600036.
14. The Director, Indian Institute of Technology – Mandi, Parashar Road, Tehsil Sadar, Near Kataula, Kamand, Himachal Pradesh – 175005.
15. The Director, Indian Institute of Technology – Patna, Bihta, Patna, Bihar – 801103.
16. The Director, Indian Institute of Technology – Roorkee, Roorkee-Haridwar Highway, Roorkee, Uttarakhand – 247667.
17. The Director, Indian Institute of Technology (BHU) – Varanasi, Uttar Pradesh – 221005.
18. The Director, Indian Institute of Science (IISc), C.V. Raman Road, Bengaluru, Karnataka – 560012.
19. The Director, Indian Institute of Technology – Bhubaneswar, Argul-Jatni Road, Kansapada, Odisha – 752050.
20. The Director, Defence Research & Development Establishment (DRDE), Jhansi Road, Gwalior – 474002. (Old Campus: Tansen Road, Gwalior – 474002.)
21. The Director, Indian Institute of Chemical Technology (IICT), Uppal Road, IICT Colony, Tarnaka, Hyderabad, Telangana – 500007.
22. The Director, Institute of Pesticide Formulation Technology (IPFT), HSIDC, Sector-20, Udyog Vihar, Opposite Ambience Mall, Gurugram – 122016.
23. The Director, National Chemical Laboratory, Dr. Homi Bhabha Road, Pune, Maharashtra – 411008.
24. The Director, Indian Institute of Technology – Bombay, Main Gate Road, IIT Area, Powai, Mumbai, Maharashtra – 400076.
25. The Director, Indian Institute of Technology – Delhi, IIT Delhi Main Road, IIT Campus, Hauz Khas, New Delhi – 110016.
26. The Director, North East Institute of Science & Technology (Formerly Regional Research Laboratory), Jorhat, Assam – 785006.
27. The Director, Indian Institute of Pesticide Formulation, Gurugram.
28. Shri Alok Mishra, Joint Secretary & DG, DGFASLI, N S Mankikar Marg, Sion, Mumbai 400022.
29. The Secretary, National Disaster Management Authority, Ministry of Home Affairs, New Delhi.
30. The Director General, NDRF, Ministry of Home Affairs, New Delhi.
31. The Helpdesks, Indian Chemical Council.
32. Any concerned organization related to chemical industries/research and academia, and dealing with hazardous chemicals.



OPCW

Technical Secretariat

S/2474/2026

16 January 2026

ENGLISH only

NOTE BY THE TECHNICAL SECRETARIAT

ONLINE BASIC ANALYTICAL CHEMISTRY COURSE FIRST EDITION 2026 2 – 13 MARCH 2026

BACKGROUND

1. The OPCW Technical Secretariat (the Secretariat) wishes to inform Member States that an online basic analytical chemistry course will be held from 2 to 13 March 2026.
2. The aim of this analytical chemistry course is to assist qualified analytical chemists from Member States with economies that are developing or in transition in acquiring further knowledge and experience, specifically in the analysis of chemicals related to the Chemical Weapons Convention (the Convention), and to facilitate the adoption of good laboratory practices and quality standards among the Member States.
3. Participants who successfully complete the course and pass the test will be given priority in selection procedures for on-site analytical chemistry courses organised by the OPCW, if they decide to apply.

CONTENT

4. This course will be divided into three parts:
 - (a) independent study of online training materials consisting of presentations (with audio) and videos (with subtitles);
 - (b) live, interactive online sessions; and
 - (c) an online test.
5. Participants will be granted online access to the training materials from 2 to 13 March 2026 for independent, self-paced study. The materials will consist of five thematic modules:
 - (a) Module 1: Introduction to the Convention and the OPCW, and a video about the OPCW;
 - (b) Module 2: Introduction to scheduled chemicals and their chemical properties;
 - (c) Module 3: Analysis strategies and element-specific detectors;



- (d) Module 4: The OPCW Central Analytical Database (OCAD), the Automated Mass Spectral Deconvolution and Identification System (AMDIS), and the National Institute of Standards and Technology (NIST) database; and
- (e) Module 5: Sample preparation – solid phase extraction, simplified hydrocarbon clean-up, and derivatisation.

6. Live online sessions will be organised on 10 and 11 March. Experts from the OPCW Laboratory will first summarise the content of each module, and participants will then have the opportunity to ask questions.
7. On 13 March 2026, participants will take an online test to verify the knowledge acquired during the course. Participants who pass the test will receive a certificate.
8. This training course will accommodate a maximum of 40 participants from OPCW Member States, to be selected based on their qualifications and experience.

ADMISSION REQUIREMENTS

9. It is important to reiterate that the analytical skills development courses offered by the OPCW are aimed at building analytical skills specific to chemicals relevant to the Convention.
10. 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) have theoretical and practical preparedness in analytical chemistry and are currently directly using gas chromatography (GC) and/or gas chromatography-mass spectrometry (GC-MS) equipment on a regular basis for their job (or expect to do so in future);
 - (c) are citizens of Member States with economies that are developing or in transition; and
 - (d) have been working in a chemical laboratory or research institution in their home country **for at least one year**.
11. This training course will be conducted in English. Candidates must therefore have a strong command of both written and spoken English.
12. Female candidates are strongly encouraged to apply.

SELECTION PROCEDURE

13. Applications will be carefully screened based on the criteria specified in paragraphs 10 and 11 above.

APPLICATION PROCEDURE

14. 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. Only in exceptional circumstances involving technical difficulties may a complete set of application documents be submitted via email attachment to icb.events@opcw.org, with the reference “Online Basic Analytical Chemistry Course 2026” in the subject line of the message.
15. 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.
16. Applications must be submitted to the Secretariat **no later than 20 February 2026**. 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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