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S/2234/2023  
21 December 2023  
ENGLISH only

**NOTE BY THE TECHNICAL SECRETARIAT**

**CALL FOR APPLICATIONS FOR AN ONLINE TRAINING COURSE  
ON FULFILLING DECLARATIONS AND INSPECTIONS OBLIGATIONS  
UNDER ARTICLE VI OF THE CHEMICAL WEAPONS CONVENTION  
9 FEBRUARY – 6 MARCH 2024**

1. The Technical Secretariat (the Secretariat) is pleased to announce that a training course on fulfilling declarations and inspections obligations under Article VI of the Chemical Weapons Convention (the Convention) will be held online from 9 February to 6 March 2024.
2. The training course has two main objectives: to facilitate the submission by National Authorities of accurate and timely annual declarations required under Article VI of the Convention (“Activities Not Prohibited Under This Convention”), and to provide practical guidance to States Parties on receiving and escorting OPCW inspections. The training course is also intended to raise general awareness among stakeholders of the requirements under Article VI of the Convention regarding national implementation.
3. This course is intended for representatives of National Authorities and relevant national stakeholders (including the chemical industry and trade associations) who are involved in compiling data, preparing national declarations, and facilitating inspection processes under Article VI of the Convention.
4. The course will provide participants with an opportunity to refresh and enhance their knowledge and skills relating to Article VI obligations. The course will also provide information on recent developments around Article VI and offer participants an opportunity to share experiences, ask questions, and clarify and discuss related issues.
5. The training course comprises the following three steps:
  - (a) a self-paced learning phase, using the resources available on SharePoint, the OPCW’s content-sharing platform (9 February – 4 March 2024);
  - (b) one three-hour live session on declarations (online): declaration exercises using the Electronic Declaration Information System (EDIS), and a question and answer (Q&A) session on the content of the self-paced learning phase (5 March 2024); and
  - (c) one three-hour live session on inspections (online): a mock inspection exercise and a Q&A session (6 March 2024).

6. The topics covered by this training course are as follows:
  - (a) training objectives, programme overview, and pre- and post-training activities;
  - (b) declaration requirements under Article VI of the Convention;
  - (c) the identification of scheduled chemicals and declarable activities under Article VI of the Convention;
  - (d) electronic declaration tools: EDIS and Secure Information Exchange (SIX);
  - (e) State Parties' experience and practice with respect to declaration requirements;
  - (f) the mandate of OPCW industry inspections and the role of National Authorities and industry in receiving and escorting inspections;
  - (g) pre-inspection planning, and on-site and post-inspection activities;
  - (h) steps following an OPCW inspection; and
  - (i) the contribution of the Article VI verification regime to chemical security.
7. States Parties are requested to disseminate information on this training course to national stakeholders. To participate in this training course, delegates must:
  - (a) be involved at the national level in the fulfilment of Article VI obligations (for example, identifying declarable activities, preparing annual declarations, and receiving and escorting OPCW inspections);
  - (b) have basic knowledge of the Convention and the requirements pertaining to Article VI;
  - (c) not have participated in this training course in the past five years;
  - (d) have completed the OPCW e-learning modules listed below and available online ([OPCW E-Learning | OPCW](#)) by 31 January 2024:
    - (i) Identification of Declarable Activities Under Article VI of the Convention;
    - (ii) Introduction to Article VI Declarations;
    - (iii) Introduction to the Electronic Declaration Information System (EDIS); and
    - (iv) Preparing for and Receiving an Article VI Inspection by Plant Site;
  - (e) have completed and submitted the Self-Assessment and Training Action Plan Form (see the Annex to this Note) via email by 31 January 2024. It is strongly recommended that applicants use the Microsoft Word version of the form; and
  - (f) have a good command of English, both oral and written.
8. Interested applicants are invited to submit their applications online through Eventus, the OPCW event management system (<https://eventus.opcw.org/Home?eventid=514>) by

31 January 2024. Applicants must create an account before registering for the event (Google Chrome is recommended). Each application must be endorsed on Eventus by the National Authority of the applicant's State Party by 2 February 2024.

9. Applicants are requested to send the certificates of completion of the OPCW e-learning modules and the completed Self-Assessment and Training Action Plan, referenced in subparagraphs 7 (d) and (e) above, respectively, via email to the three contact persons mentioned in paragraph 10 below.
10. Additional information about the course may be obtained from the Implementation Support Branch of the International Cooperation and Assistance Division of the Secretariat. The contact persons are Ms Elena Gjoreska (Email: [elena.gjoreska@opcw.org](mailto:elena.gjoreska@opcw.org)), Mr Plinio Cardoso ([Plinio.cardoso@opcw.org](mailto:Plinio.cardoso@opcw.org)) and Mr Victor Barros Correia (Email: [victor.barros-correia@opcw.org](mailto:victor.barros-correia@opcw.org))
11. For any query with respect to accessing to the e-learning modules and receiving certificates of completion, please contact the OPCW's Learning Management System ([lms@opcw.org](mailto:lms@opcw.org)).
12. States Parties and National Authorities are strongly encouraged to support and endorse the applications of suitable female candidates for this event.

Annex: Self-Assessment and Training Action Plan Form

## Annex

**ONLINE TRAINING COURSE  
ON FULFILLING DECLARATIONS AND INSPECTIONS OBLIGATIONS  
UNDER ARTICLE VI OF THE CHEMICAL WEAPONS CONVENTION  
9 FEBRUARY – 6 MARCH 2024**

**SELF-ASSESSMENT AND TRAINING ACTION PLAN**

The two tables below must be completed personally by the applicant to the training course. The tables should be completed electronically and submitted through Eventus as part of the application requirements (<https://apps.opcw.org/eventus/Home?eventid=434>) or via email by Wednesday, 31 January 2024.

**SELF-ASSESSMENT**

Name of participant	
Job title and organisation	
State Party	
Your experience in relation to fulfilling Article VI obligations	
Status of Article VI implementation in your country (including the number of sites declared, the number of OPCW inspections received, etc.)	
What are the issues or challenges that need to be addressed and overcome to enhance the level of Article VI implementation in your country?	
By participating in this training course, what specific areas would you like to improve in regard to the implementation of Article VI in your country?	
Does the National Authority of your country use the Electronic Declaration Information System (EDIS) and the Secure Information Exchange (SIX) System?	EDIS: Yes [ ] No [ ] SIX: Yes [ ] No [ ] If the answer is no, please provide further information:

Participation in this training course recommends that the EDIS software is installed on the computer you will be using to participate in the course.	I agree to install EDIS software on my computer ahead of the training course. Yes [ <input type="checkbox"/> ] No [ <input type="checkbox"/> ] Comments:
Have you completed the OPCW e-learning modules available on the OPCW e-learning platform?	Yes [ <input type="checkbox"/> ] No [ <input type="checkbox"/> ]

### TRAINING ACTION PLAN

Please indicate at least one area/challenge.

Areas of Article VI national implementation that need to be improved/enhanced.	Please specify your own action plan and time frame to address the areas identified.	Please explain how your participation in the training course will have a positive impact on the areas identified. How would the impact be measured?
1	1	1
2	2	2
3	3	3