

No. M-21012/4/2024-TECH  
भारत सरकार / Government of India  
मंत्रिमंडल सचिवालय / Cabinet Secretariat  
राष्ट्रीय प्राधिकरण रासायनिक हथियार समझौता / National Authority Chemical Weapons Convention

प्रथम तल, चाणक्य भवन/ 1<sup>st</sup> Floor, Chanakya Bhavan  
चाणक्य पुरी, नई दिल्ली-21/ Chanakya Puri, New Delhi-110021  
Dated the 31<sup>st</sup> October, 2025

**OFFICE MEMORANDUM**

**Subject: Call for Nominations for a Basic Analytical Chemistry Course for women chemists at OPCW Centre for Chemistry and Technology, the Netherlands from 24<sup>th</sup> to 27<sup>th</sup> March, 2026 – reg.**

The undersigned is directed to refer to Technical Secretariat's Note No. S/2452/2025 dated 23<sup>rd</sup> October, 2025 (copy enclosed), seeking nominations on the above-mentioned subject.

2. The NACWC being the national focal point seeks nominations of suitable, qualified and experienced women analytical chemists having relevant expertise, along with relevant documents, following the 'Guidelines for the OPCW sponsored events' issued by NACWC. The same may please be sent to this office latest by 14<sup>th</sup> November, 2025 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.: as above

*Vivek*  
31/10/25

(Vivek Prakash)  
Under Secretary & HoO  
Phone: +91-11-24675528  
Email: [us-nacwc@gov.in](mailto:us-nacwc@gov.in)

To

1. The Chairman, Defence Research & Development Organization (DRDO), DRDO Bhawan, Vijay Chowk Area, Central Secretariat, New Delhi – 110004.
2. 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.
3. The Director General, Indian Council of Agricultural Research (ICAR), Krishi Bhawan, Raisina Road, Opposite Rail Bhawan, New Delhi – 110001.
4. The Vice Chancellor, Harcourt Butler Technical University, Nawabganj, Kanpur, Uttar Pradesh – 208002.



## NOTE BY THE TECHNICAL SECRETARIAT

### CALL FOR NOMINATIONS FOR A BASIC ANALYTICAL CHEMISTRY COURSE FOR WOMEN CHEMISTS OPCW CENTRE FOR CHEMISTRY AND TECHNOLOGY, THE NETHERLANDS 24 – 27 MARCH 2026

#### BACKGROUND

1. The Technical Secretariat of the OPCW (the Secretariat) wishes to inform Member States that it will hold a basic analytical chemistry course for women chemists at the OPCW Centre for Chemistry and Technology in Pijnacker-Nootdorp, the Netherlands, from 24 to 27 March 2026.
2. The aim of the analytical chemistry course is to assist qualified women analytical chemists from OPCW Member States with economies that are developing or in transition in acquiring further knowledge and experience, specifically as it relates to the analysis of chemicals related to the Chemical Weapons Convention (the Convention), and to facilitate the adoption of good laboratory practices and quality standards.

#### CONTENT

3. The four-day course will focus on basic training in gas chromatography-mass spectrometry (GC-MS) and will include the study and demonstrations of the use of these and other techniques for the analysis of chemicals related to the Convention.

#### ADMISSION REQUIREMENTS

4. The analytical chemistry course is open to women who:
  - (a) are citizens of Member States with economies that are developing or in transition;
  - (b) have a minimum of a first degree (BSc or equivalent) in analytical chemistry, chemistry, or related chemical sciences from a recognised university or institution, with relevant practical and theoretical experience in analytical chemistry, specifically with GC and GC-MS; and
  - (c) have been working in a chemical laboratory or research institution in their home country for **at least three years**.
5. All course activities will be conducted in English, and no interpretation services of any kind will be provided. Candidates must therefore have a strong command of both written and spoken English. Any candidate who is found upon arrival not to meet this requirement may not be allowed to continue their participation in the course.



6. 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 the Netherlands.

### **SPONSORSHIP**

7. For sponsored participants, the cost of the course and 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.
8. 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.
9. 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 course, or that result from changes to travel arrangements that it has not authorised.

### **APPLICATION PROCEDURE**

10. 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. The name used for registration must match the name on the passport.
11. Each application must be endorsed digitally on the Eventus platform by the National Authority or Permanent Representation of the candidate's country to the OPCW. Only nominations endorsed by the National Authority or Permanent Representation will be considered. Nominees must attach their curriculum vitae with a detailed explanation of their work experience and the analytical techniques they are familiar with. Uploading a valid passport or identity document is also mandatory. Incomplete or improperly completed applications cannot be considered.
12. Applications must be submitted to the Secretariat **no later than 24 November 2025**. Additional information may be obtained from the International Cooperation Branch of the International Cooperation and Assistance Division. The contact persons are Ms Rufaro Kambarami, Project Assistant (email: [rufaro.kambarami@opcw.org](mailto:rufaro.kambarami@opcw.org)) and Mr Massimo de Rienzo, Senior Programme Officer (email: [massimo.derienzo@opcw.org](mailto:massimo.derienzo@opcw.org)).
13. Candidates who have not been contacted by the OPCW by 15 December 2025 should consider that their application has been unsuccessful.