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SUBJECT: **INVITATION LETTER FOR COURSE 18000 “MARITIME BIOMETRICS COLLECTION AND TACTICAL FORENSIC SITE EXPLOITATION” (MOP- MO-32373), 31 Oct – 04 Nov 22**

DATE: 12 April 2022

REFERENCE: A. NMIOTC Program of Work (NPOW) 2022  
B. NMIOTC DIR 60-1 CHANGE 11 Cost of NMIOTC Training (Tuition Fees)

1. Taking into account the NPOW 2022, NMIOTC is pleased to invite NATO, Partners and Non-NATO Entities to participate in the resident Course 18000 “Maritime Biometrics Collection and Tactical Forensic Site Exploitation”, which will take place at the Centre’s premises in Souda Bay, Chania, Greece, from 31<sup>st</sup> Oct to 4<sup>th</sup> Nov 22.

2. The aim of the course is to provide a comprehensive training package that includes theoretical and practical aspects in the field of maritime biometrics collection and tactical forensic site exploitation. The desired outcome is for the participants to develop an understanding of all the relevant issues as pertaining to units in Maritime Interdiction Operations (MIO).

3. The target audience is Officers ranging from OF-1 to OF-3 (Staff Planners, Command Team members) and Petty Officers (CPO, PO)/Enlisted personnel (Boarding Team Leaders / Members), as well as equivalent civilian personnel. Military or civilian personnel from other agencies and organizations tasked to participate in support of Maritime Interdiction Operations are also eligible to participate.

4. The course will be conducted in English. Translation to/from other languages will not be provided. The following proficiency standards in English are required to attend: Listening- Professional (3), Speaking- Functional (2), Reading- Professional (3), Writing- Functional (2). (STANAG 6001).

5. The course is marked as “NATO Unclassified/ Releasable to: PFP (except Russia), MD, ICI, PatG. Non-NATO Entities are eligible for participation upon NAC approval. NMIOTC applies security arrangements and regulations according to NATO standards.

6. The curriculum of Course 18000 includes the following theoretical and practical modules:

- a. Module 18010 NATO Biometrics in MIO
- b. Module 18011 Biometrics Collection with SEEK II device
- c. Module 18012 Data Handling on SEEK II device
- d. Module 18013 Customizing a SEEK II device
- e. Module 18014 Forensic Site Exploitation Overview
- f. Module 18015 Forensic Photography
- g. Module 18016 Latent Fingerprint Lifting
- h. Module 18017 Physical Evidence Collection
- i. Module 18018 Forensic DNA Sample Collection
- j. Module 18019 Forensic Site Exploitation Practice
- k. Module 18020 Biometrics and Forensics Final Exercise

7. A detailed agenda will be included in the Joining Instructions letter in due time.

8. In order to graduate and acquire the relevant certificate, the participants must achieve a score at least 75% on the final evaluation and given Table Top Exercise.

9. The cost for the course is **500,00€** per trainee. Comprehensive payment instructions can be found in Enclosure 1.

10. The course will start on **Monday, 31<sup>st</sup> Oct and will end on Friday, 4<sup>th</sup> Nov 22**, with a daily training period from 08:30 to 14:30. Comprehensive administrative instructions are provided at Enclosure 1.

11. For organizational purposes, candidates are kindly requested to register **no later than (NLT) Monday 26<sup>th</sup> Sep 22**. Candidates from Non-NATO Entities (NNEs) not participating in PfP, MD, ICI or PatG frameworks must register **NLT Monday 11<sup>th</sup> Jul 22**, so that adequate time is provided for NATO approval procedures. Registration should be made on NMIOTC's official web site <https://nmiotc.nato.int/join-us/individual-application-form/>

12. With the current COVID-19 situation, due to the Greek de-escalation plan and the preventive and protective measures that have been implemented, it is been determined that it is possible to execute this course. When registration is completed, we will evaluate if this is still valid. Delegates who are registered will be updated by e-mail regarding any measures towards COVID-19 that must be undertaken, which may include cancellation of the course.

13. Event details can be found on the NMIOTC official web site [www.nmiotc.nato.int](http://www.nmiotc.nato.int), in the Education and Training On-line Catalogue (ETOC) at <https://e-itep.act.nato.int/Guest/ETOCindex.aspx>.

14. NMIOTC Points of Contact:

- a. **Course Director**: Lt Cdr Vasileios Vardaxis GRC (CG)  
Phone: (+30) 28210 85727, Fax: (+30) 28210 85702

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e-mail: [vardaxisv@nmiotc.nato.int](mailto:vardaxisv@nmiotc.nato.int), NMIOTC

b. **Registration POC:** Lt Cdr Konstantinos Papanastasis GRC (N)

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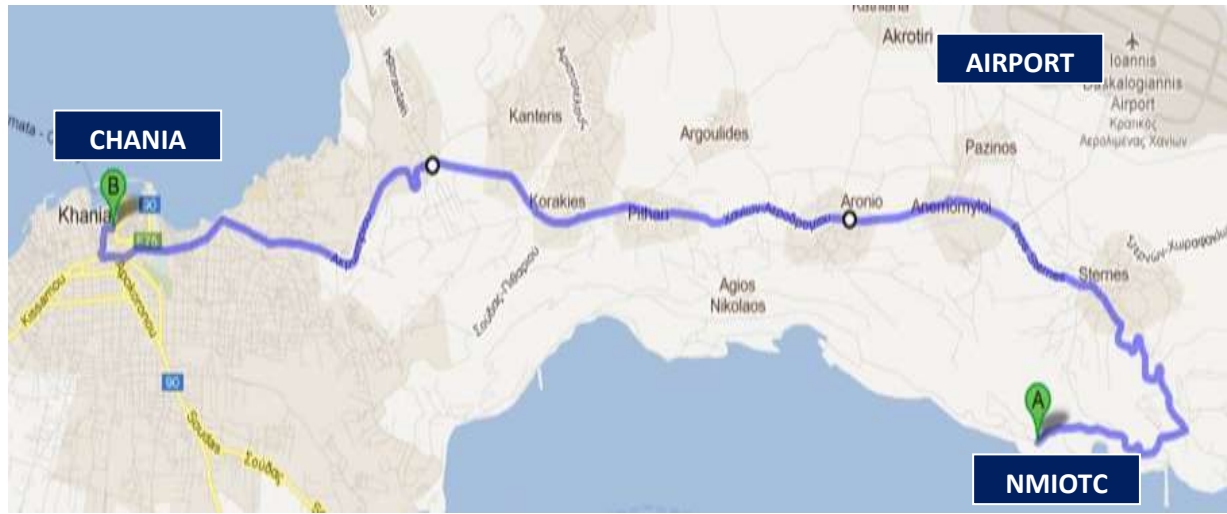
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Commandant NMIOTC

ENCLOSURES:

1. Administrative Instructions

## **ADMINISTRATIVE INSTRUCTIONS**

1. **Location:** NMIOTC is located on the Akrotiri peninsula near the city of Chania in the north-western part of Crete. The destination airport is Chania International Airport “Ioannis Daskalogiannis” Airport (airport code: CHQ). Distance from the city of Chania to NMIOTC is 20 km and from the airport to NMIOTC is 9 km. The following map provides orientation and general driving directions from the city of Chania to NMIOTC.



2. **Registration:** You are kindly requested to submit your Application Form through NMIOTC official web site [www.nmiotc.nato.int](http://www.nmiotc.nato.int) within the given deadlines. Applications submitted after the specified deadlines may not be accepted. All applicants will receive an instant confirmation message. However the final confirmation will be provided after the process and acceptance of the application. It is advised not to proceed to travel arrangements before the final confirmation.

3. **Visa Requirement:** Participants or their national authorities are responsible for visa arrangements. Participants are advised to contact the proper diplomatic agencies for up to date information, well in advance. It is the individual’s responsibility to obtain his/her visa and to have the proper travel and medical documentation. Hellenic Ministry of Foreign Affairs website ([www.mfa.gr](http://www.mfa.gr)) provides relevant visa information requirements. NMIOTC will provide a Visa Support Letter, if requested.

4. **Tuition Fee:** The fee includes daily transportation from Chania city centre to NMIOTC and back during the course days. Full payment for tuition must be made to NMIOTC’s Financial Officer on the first day of the course in cash or by credit card or by bank deposit to the NMIOTC bank account:

IBAN Number: GR 38 0110 4940 0000 4945 4001 048  
Swift BIC: ETHN GRAA  
Bank Name: National Bank of Greece

**Note:** A direct link for credit card payment can be sent to participants email address to complete payment procedure before events start date. Bank deposit must be executed **no later than 3 working days** prior the start of the event. The relevant paperwork must be forwarded to the Budget & Finance officer's email: [kladosa@nmiotc.nato.int](mailto:kladosa@nmiotc.nato.int). NMIOTC will cover only the expense that the National Bank of Greece may charge for transactions and not any potential charges of other third party banks that may be used as facilitators.

**5. Dress Code:** Trainees are strongly recommended to wear Daily Service/ Battle Dress Uniforms or National Equivalent for the whole training as well as for the Graduation Ceremony.

**6. Meals:** A small canteen is available within the NMIOTC main building that will provide snacks for a nominal cost. Participants who would like to have lunch while at NMIOTC must make their own arrangements as NMIOTC does not provide this service.

**7. Accommodation:** Participants are responsible to arrange their own accommodation as there is no accommodation facilities on the Centre's premises. NMIOTC can provide guidance / assistance, if requested. Hotels near Chania city centre are highly recommended for transportation purposes. The list of recommended hotels in Chania offering special prices (for participants who book directly with each hotel by e-mail using the code "**NMIOTC Guest**" including breakfast and internet connection, is as follows:

AKALI 4\* hotel [www.akali-hotel.gr](http://www.akali-hotel.gr) (promotional code "NMIOTC 22")  
E-mail: [info@akali-hotel.gr](mailto:info@akali-hotel.gr) Tel: (+30) 28210 92872.

KYDON 4\* hotel [www.kydon-hotel.com](http://www.kydon-hotel.com) (promotional code "NMIOTC 22")  
E-mail: [info@kydon-hotel.gr](mailto:info@kydon-hotel.gr) Tel.: (+30) 28210 52280.

SAMARIA 4\* hotel [www.samariahhotel.gr](http://www.samariahhotel.gr) (promotional code "NMIOTC 22")  
E-mail: [reservations@samariahhotel.gr](mailto:reservations@samariahhotel.gr) Tel.: (+30) 28210 38600.

ARKADI 3\* hotel [www.arkadi-hotel.gr](http://www.arkadi-hotel.gr)  
E-mail: [info@arkadi-hotel.gr](mailto:info@arkadi-hotel.gr) Tel: (+30) 28210 90181.

KRITI 3\* hotel, [www.kriti-hotel.gr](http://www.kriti-hotel.gr) ,  
E-mail: [info@kriti-hotel.gr](mailto:info@kriti-hotel.gr), Tel. (+30) 28210 51881.

PORTO VENEZIANO 3\* hotel [www.portoveneziano.gr](http://www.portoveneziano.gr).  
E-mail: [hotel@portoveneziano.gr](mailto:hotel@portoveneziano.gr) Tel: (+30) 28210 27100.

ROYAL SUN 3\* hotel [www.royalsunhotel.com](http://www.royalsunhotel.com).  
E-mail: [hotelroyalsun@gmail.com](mailto:hotelroyalsun@gmail.com) Tel: (+30) 28210 46363.

**8. Arrival and Departure:** Participants should plan to fly to Chania International airport (airport code: CHQ) and are responsible for their own transportation from / to the airport during arrival / departure. Transportation from Chania airport to the city centre is available as follows:

By bus: The bus stop is located outside the terminal and the ticket cost is 2,50 €. For further information and detailed timetables, visit the web-page: [www.e-ktel.com/en/services/dromologia](http://www.e-ktel.com/en/services/dromologia)

By taxi from the airport directly to Chania city center, 24/7, approx. 25,00€

Additionally, there are several rental car agencies at the airport. Rental car agencies that have offered special prices for NMIOTC guests are as follows:

Gelasakis Car Rental: E-mail: [cars@stc.gr](mailto:cars@stc.gr), [www.rentacar-chania.gr](http://www.rentacar-chania.gr), tel. (+30) 28210 89065.

Spa Tours & Cars Enterprises: E-mail [info@spatours.gr](mailto:info@spatours.gr), [www.spatours.gr](http://www.spatours.gr), tel. +30 28210 57444.

**9. Transportation:** Transportation will be provided on a daily basis from Chania city centre pick-up points (Akali, Samaria, Kydon, Kriti and Royal Sun at Acrotiriou st.) to NMIOTC during the course.

**10. Medical service:** Trainees are required to have a valid health insurance according to their respective national standards. Trainees from the EU Member States are required to possess a valid European Health Insurance Card. NMIOTC ensures first aid during training, providing emergency transportation to the Naval Hospital of Crete if needed. The Naval Hospital of Crete can provide diagnosis, first aid and treatment, while the Prefectural Hospital of Chania can provide further diagnosis or specialist treatment if required. NMIOTC do not cover trainees' expenses for additional medical treatments and the settlement of medical bills is a patient/national responsibility.

**11. COVID 19 awareness:** Please take under consideration that due to the current COVID-19 situation and the undertaken preventive and protective measures, the conduct of the course is considered, feasible. Furthermore NMIOTC is ready to welcome participants to NMIOTC's events according to the new travel rules as described in details in the governmental site <https://travel.gov.gr/#/> (protocol for arrivals in Greece).

**Note:** It is advised the participants to take into account any further travel restrictions and rules from intermediate countries that they will travel through.

**12. Security:** NMIOTC adheres to NATO security standards. There is a strict access control procedure for entrance into the Marathi main gate and NMIOTC main building. You

will be required to provide your passport or your national identification during in-processing and whenever you enter the premises.