



NORTH ATLANTIC TREATY ORGANISATION
NATO MARITIME INTERDICTION OPERATIONAL TRAINING CENTRE
NMIOTC
SOUDA BAY
73200 CHANIA
GREECE



5000 NSC-31/Ser: NU: 51

TO: See Distribution

SUBJECT: INVITATION LETTER FOR THE PILOT COURSE ON “BUILDING UP INTEROPERABLE CAPABILITIES FOR NATO OPS AND THE ROLE OF MIO”, 14 – 18 Oct 2024.

DATE: 19 Apr 24

REFERENCES: A. NMIOTC Program of Work (NPOW) 2024
B. NMIOTC DIR 60-1 CHANGE 12 AMENDMENT 1 Cost of NMIOTC Training (Tuition Fees)

1. Taking into account the NATO Political Guidance and the importance of building up interoperable defence capabilities for NATO Allies to meet the NATO Core Tasks, NMIOTC is pleased to invite NATO, NATO allies to participate in this training, which will take place at the Centre’s premises in Souda Bay, Chania, Greece, from 14 to 18 Oct 2024.

2. The aim of the course is to provide comprehensive knowledge to facilitate understanding of the procedures for building up interoperable capabilities between NATO Allies. It specifically focuses on the identification and application of the necessary capabilities’ standardization requirements defined during the steps of the NATO Defence Planning Process (NDPP) and will cover multiple practical examples with thorough contextual explanation. The course lecturers are experienced NATO Defence Planners and Standardization Managers from NATO HQs and from Defense Organizations of NATO. On completion of the course, students will be able to:

a. Apply knowledge and skills in realization of building up interoperable capabilities through the entire process of NDPP and Standardization.

b. Apply the basic principles for identifying the critical standardization requirements in support of interoperable capabilities.

c. Use the NATO standardization management tools in support of identification and review of NATO standards related to NDPP Capabilities.

3. The course target audience is, candidates or already nominated NATO and National Defence Planners, Standardization Managers and National Representatives in NATO Operational and Materiel Standardization Working Groups. Additionally, the course is also addressed to national representatives in NATO standardization bodies (Standardization Tasking Authorities/ Delegated Tasking Authorities) and standards/custodial writing teams. NATO Senior Committees staff and NATO bodies involved in the NDPP and Standardization Processes are also included in the target audience.
4. The course is conducted in English. Translation to/from other languages is not provided. The following proficiency standards in English are required to attend: Listening – professional (3), Speaking – professional (3), Reading – professional (3), Writing – professional (3) (STANAG 6001, ed. 5).
5. The course is marked as “NATO Restricted ” NMIOTC applies security arrangements and regulations according to NATO standards.
6. In order to pass the course and acquire the relevant certificate, the participants must attend at least 85% in order to be considered as “successful attendees”. Failure to follow at least 85% of the course will prevent a participant from acquiring the relevant certificate.
7. The course will be delivered by NMIOTC in their respective areas with the support of Subject Matter Experts (SME) from other NATO entities and the NATO Standardization Management group (SMG).
8. There is **NO tuition fee** for the Pilot Course 24000.
9. The course will start on Monday, **14 Oct and ends on Friday 18 Oct 2024**, with a daily training period from 08:30 to 15:00, including time for a lunch/snack break. Comprehensive administrative instructions are provided at Enclosure 1.
10. For organizational purposes, candidates are kindly requested to register **no later than (NLT) 6th Sep 2024**. Registration should be made on NMIOTC’s official web site www.nmiotc.nato.int.
11. Event details can be found at enclosure 2
12. **NMIOTC Points of Contact (POCs):**
 - a. **Course Director**: Lt. Col Pavlos Gaviotakis GRC(A)
Phone: (+30) 28210 85706, Fax: (+30) 28210 85706
Mobile Phone: +30 6948723234
e-mail: gavgiotakisp@nmioct.nato.int
 - b. **Assistant Course Director**: LtCdr Apostolos Zachos, GRC (N)
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E-mail: zachosa@nmioct.nato.int

c. **Registration:** Cdr Konstantinos Papanastasis GRC (N)
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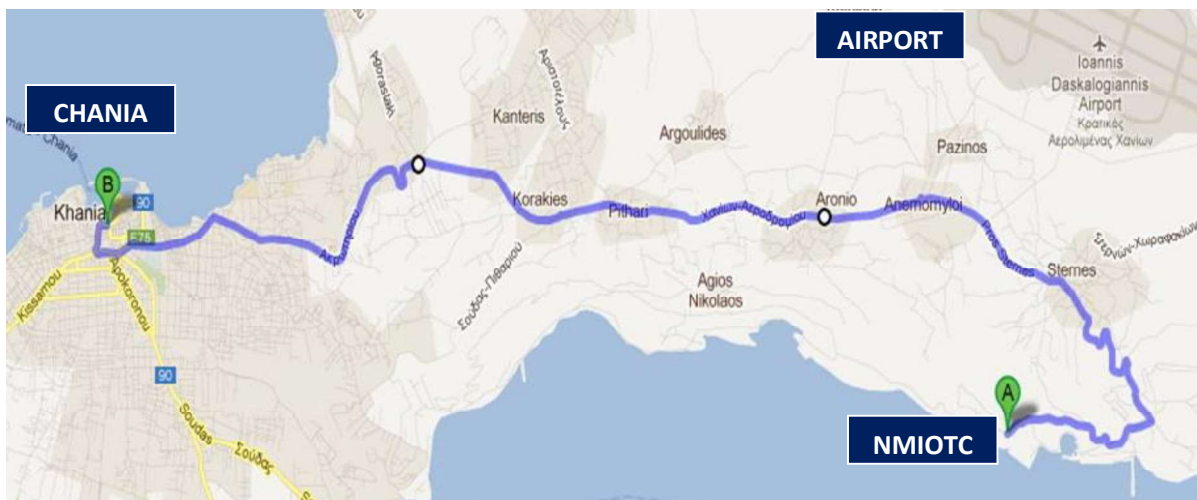
Efstathios Kyrakidis
Commodore GRC(N)
Commandant NMIOTC

ENCLOSURES:

1. Administrative Instructions
2. FARF & FAAF

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 code: CHQ). The 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:** Participants are requested to sign up to NMIOTC registration portal found in NMIOTC website <https://nmiotc.nato.int> or using directly the link <https://nmiotc.classter.com/Actions/Registration> . A signup confirmation message will be received to the email provided during the sign up process, along with the respective credentials. Login to <https://nmiotc.classter.com> and submit your application to the respective course/event by using the “Application Management” function at the top left corner of the portal main page. You will receive a relevant message after the process of your application and your application will be “ACCEPTED”. You can update your personal and participation information (accommodation, travel days, etc) until your registration status become “REGISTERED”, approximately 10 days before the event. Registration status can be verified within the portal. If you encounter any problem during registration process, please contact studentadmin@nmiotc.nato.int or NMIOTC PoCs.

3. **Visa Requirement:** The participants or their national authorities are responsible for visa arrangements. The participants are advised to contact the proper diplomatic authorities 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) provides relevant visa information requirements. NMIOTC will provide a Visa Support Letter, if requested.

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

Note: Changing rooms are provided next to the classroom.

5. **Meals:**

A small canteen is available within the NMIOTC main building and provides snacks for a nominal cost.

6. **Accommodation:** The 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") and including breakfast and internet connection, is as follows:

AKALI 4* hotel www.akali-hotel.gr. (promotional code "NMIOTC" via hotel's online booking platform)
E-mail: info@akali-hotel.gr Tel: (+30) 28210 92872.

KYDON 4* hotel www.kydon-hotel.com (promotional code "NMIOTC" via hotel's online booking platform) E-mail: info@kydon-hotel.gr Tel.: (+30) 28210 52280.

SAMARIA 4* hotel www.samariahhotel.gr (promotional code "NMIOTC" via hotel's online booking platform")
E-mail: reservations@samariahotel.gr Tel.: (+30) 28210 38600.

ARKADI 3* hotel www.arkadi-hotel.gr
E-mail: info@arkadi-hotel.gr Tel: (+30) 28210 90181.

KRITI 3* hotel, www.kriti-hotel.gr , E-mail: info@kriti-hotel.gr, Tel. +302821051881

PORTO VENEZIANO 3* hotel www.portoveneziano.gr.
E-mail: hotel@portoveneziano.gr Tel: +30 28210 27100.

7. **Arrival and Departure:** The participants should book a flight 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:

a. 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 following link: www.e-ktel.com/en/services/dromologia

b. By taxi from the airport directly to Chania city center, 24/7, approx. 25.00€

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

(1) Gelasakis Car Rental: E-mail: cars@stc.gr, www.rentacar-chania.gr, tel.+30 28210 89065.

(2) Spa Tours & Cars Enterprises: E-mail info@spatours.gr, www.spatours.gr, tel. +30 28210 57444.

8. **Transportation:** Transportation will be provided on a daily basis from Chania city centre pick-up points (Akali, Samaria (Arkadi is asked to use the Samaria stop as well), Kydon, Kriti (Porto Veneziano is asked to use the Kriti stop as well) to NMIOTC and vice-versa, during the course.

9. **Medical service:** The trainees are required to have a valid health insurance according to their respective national standards. The 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.

10. **Security:** NMIOTC adheres to the NATO security standards. There is a strict access control procedure for the entrance into the Marathi main gate and the NMIOTC main building. You are required to provide your passport or your national identification during in-processing and whenever you enter the premises. The overall security classification of presentations/discussions is up to "NATO UNCLASSIFIED".

**Schedule of Events for the Pilot Course 24000
14-18 Apr 24**

Monday (14 Oct - Day 1)		Tuesday (15 Oct - Day 2)		Wednesday (16 Oct - Day 3)		Thursday (17 Oct - Day 4)		Friday (18 Oct - Day 5)	
0915 - 1000	Course Introduction	0915 - 1000	Recap of Day One	0915 - 0945	Recap of Day Two	0915 - 0945	Recap Day Three	0915 - 1045	Presentation and Discussion of Working Group Results
1000 - 1115	NATO's Strategic Concept -Purpose and Principles -NATO's Core Tasks		The NATO Defence Planning Process Step 3 Apportionment of Requirements and Setting of Capability Targets Step 4 - Implementation of Capability Targets Step 5 - NATO Capability Review	0945 - 1115	Introduction to the NATO Standardization Document Database -Search for Standards -Ratification and Implementation Reports	0945 - 1100	Presentation and Discussion of Working Group Results (Identification of Standards)		
1115 - 1200	NATO HQ Organization for Consultation and Decision Making -NATO Decision Making Bodies (Senior Committees) and their Role in the Process -The Consensus Principle and How it is Applied	1000 - 1200		1115 - 1200	Purpose and Importance of Allied Standards Implementation Guidance for Defence Planners	1100 - 1200	Implementation of Selected Capabilities Case Study - Identification of Requirements - Implementation Actions Required by Allies	1045 - 1200	Questions and Answer Session and Course Recap
1200 - 1300	Lunch break	1200- 1300	Lunch break	1200- 1300	Lunch break	1200- 1300	Lunch break	1200- 1300	Lunch break
1315 - 1400	The NATO Defence Planning Process -Introduction / Purpose -Overview of the Process	1315 - 1500	Standardization in the NATO Defence Planning Process- Importance of Interoperability	1315 - 1400	Discussion of Selected NATO Capability Targets -General -Capability Targets Accepted by Greece	1315 - 1500	Case Study - Identification of Implementation Requirements - Implementation Actions Required by	1315	Course Certificates Ceremony

Monday (14 Oct - Day 1)		Tuesday (15 Oct - Day 2)		Wednesday (16 Oct - Day 3)		Thursday (17 Oct - Day 4)		Friday (18 Oct - Day 5)	
1400 -1500	The NATO Defence Planning Process -Step One – The Political Guidance: Development, Purpose and Role for NATO's Capability Requirements -Step Two – Minimum Capability Requirements: Development and Role of the Capability Codes and Statement Catalogue		Standardization in Capability Delivery Standardization in the 5 steps of the NATO Defence Planning Process in accordance with AAP-52 Examples	1400 -1500	Identification of Standards for Selected Capability Targets - Case Study in Working Groups		Allies		
				1400 -1500	Presentation and Discussion of Working Group Results				