



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



5000 NSC-35/Ser: NU 99

TO: See Distribution

SUBJECT: **INVITATION LETTER FOR COURSE 30000 “NATO IDENTITY INTELLIGENCE ANALYST IN A COMPLEX ENVIRONMENT” 10 – 14 FEB 2025**

DATE: 11 September 2024

REFERENCE: A. NMIOTC Program of Work (NPOW) 2025  
B. NMIOTC DIR 60-1 CHANGE 12 Cost of NMIOTC Training (Tuition Fees)

1. Taking into account the NPOW 2025 (Ref. A) as well as the accreditation by ACT of the 30000 Course as “NATO Approved,” NMIOTC is pleased to invite NATO Nations to participate in the subject course, which will take place at the Centre’s premises in Souda Bay, Greece, from 10 to 14 Feb 2025.

2. The aim of the course is to develop NATO analysts who can leverage identity intelligence to enhance analysis and production to inform command decisions in NATO Joint Operations Areas (JOAs). This include the key skills of identity identification (discovering new threat actors), resolution (separating friend from foe), and attribution (linking persons to places or events). The aforementioned course is also intended to provide a place to share lessons learned and develop analytical techniques.

3. Target audience is composed of Officers and Petty Officers (OR-5 to OF-3) as well as equivalent civilian intelligence personnel from NATO nations.

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- Functional (2), Reading- Professional (3), Writing- Functional (2). (STANAG 6001)

5. The course is marked as “**NATO SECRET**”. All participants have to present the appropriate Security Clearance prior to their attendance. NMIOTC applies security arrangements and regulations according to NATO standards.

6. It is prerequisite for the trainees to complete the online JADL course ADL 337 “NATO Introduction to Biometrics”.

7. The curriculum of Course 30000 will include the following theoretical and practical modules:

a. **Course (30000)**

- (1) Understanding I2 in the Operational Environment
- (2) Identity Components Overview
- (3) Identity Intelligence Familiarization Organizational Structure
- (4) Strategic Identity Intelligence
- (5) Biometric Post-Match Analysis Report Comprehension
- (6) Counter Intelligence and Human Intelligence Screening and Vetting  
Support Triage Spreadsheet Comprehension
- (7) BEWL Training Overview
- (8) Analysis and Production of Identity Intelligence
- (9) Operation and Functions of NATO Automated Biometric Identification  
System (NABIS)
- (10) Operation and Functions of the NATO Exploitation (NEX) Portal
- (11) NATO Biometrics and Identity Intelligence Workflow Model
- (12) Identity Intelligence Analysis in a Complex Environment – Capstone  
Exercise

**NOTE:** A detailed agenda will be included in the Joining Instructions which will be released two weeks before the course start date.

8. Participants will complete a practical exercise at the conclusion of the course that will assess their comprehension of the material. Students will brief their analysis to a notional “commander” and staff. By assessing their briefing, and their response to questions, course cadre can gauge the level at which the students mastered the course material.

9. The course will be running with the cooperation of external augmenters (SHAPE J2, United States National Ground Intelligence Center (US NGIC), United States Special Operations Command (USSOCOM), NATO Communication and Information Agency (NCIA), NATO HUMINT Centre of Excellence (HCOE) and others Subject Matter Experts (SMEs).

10. The tuition fee for Course 30000 is **500 €** per person and includes transportation to and from the designated hotels and inside NMIOTC premises.

11. The course will start on Monday, **10<sup>th</sup> and will end on Friday, 14<sup>th</sup> February 2025**, with a daily training period from 08:30 to 17:00, included time for a lunch/snack break. Comprehensive administrative instructions are provided at Enclosure 1.

12. For organizational purposes, candidates are kindly requested to register **no later than (NLT) Friday 10 January 2025**. Registration should be made on NMIOTC’s official web site [www.nmiotc.nato.int](http://www.nmiotc.nato.int) . Due to the high demand for this training, prospective attendees are requested to refrain from making travel arrangements until participation is confirmed by NMIOTC. All efforts will be made to ensure a diverse representation of participating nations.

13. NMIOTC Points of Contact:

- a. **Course Director:** Cdr Vasileios Vardaxis GRC (CG)  
Phone: (+30) 28210 85727, Fax: (+30) 28210 85702  
e-mail: [vardaxisv@nmioct.nato.int](mailto:vardaxisv@nmioct.nato.int)

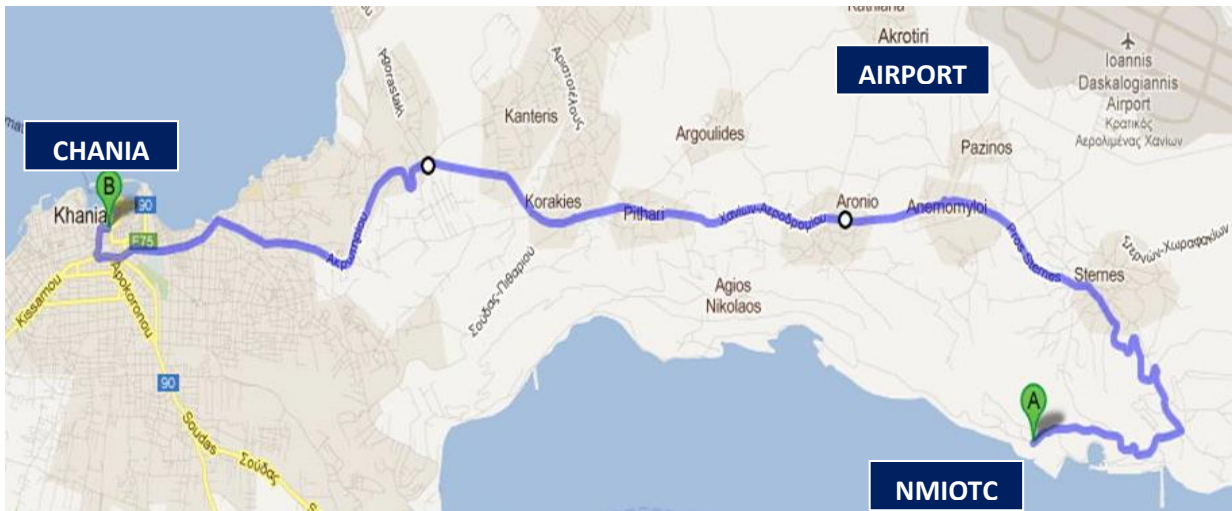
b. **Registration POC:** Cdr Konstantinos Papanastasis GRC(N)  
Phone: (+30) 28210 85710, Fax: (+30) 28210 85702  
e-mail: [papanastasisk@nmiotc.nato.int](mailto:papanastasisk@nmiotc.nato.int), [studentadmin@nmiotc.nato.int](mailto:studentadmin@nmiotc.nato.int)



Efstathios Kyriakidis  
Commodore GRC (N)  
NMIOTC Commandant

## **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](mailto: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](http://www.mfa.gr)) provides relevant visa information requirements. NMIOTC will provide a Visa Support Letter, if requested.

#### 4. Tuition/Participation Fee and Methods of Payment:

A.BEFORE THE MEETING/EVENT	INFORMATION	REMARKS
1. By Bank Deposit	NATIONAL BANK OF GREECE, NMIOTC BANK ACCOUNT 494/540010-48  SWIFT BIC: ETHN GRAA  IBAN: GR3801104940000049454001048	Bank deposits should be completed not later than <b>2 working days before the start date of the event</b> , bank charges are not covered by NMIOTC. The receipt should be sent by email to <a href="mailto:kleinakis@nmiotc.nato.int">kleinakis@nmiotc.nato.int</a> and cc <a href="mailto:michaleasi@nmiotc.nato.int">michaleasi@nmiotc.nato.int</a> , <a href="mailto:lafkasm@nmiotc.nato.int">lafkasm@nmiotc.nato.int</a> and <a href="mailto:papadakiss@nmiotc.nato.int">papadakiss@nmiotc.nato.int</a>
2. By Debit/Credit Card	Upon notification from the participant, the direct link for credit/debit card payment will be sent to the designated-by the participant-email address.	The participant should send an email to <a href="mailto:kleinakis@nmiotc.nato.int">kleinakis@nmiotc.nato.int</a> and cc <a href="mailto:michaleasi@nmiotc.nato.int">michaleasi@nmiotc.nato.int</a> , <a href="mailto:lafkasm@nmiotc.nato.int">lafkasm@nmiotc.nato.int</a> and <a href="mailto:papadakiss@nmiotc.nato.int">papadakiss@nmiotc.nato.int</a> for receiving the link for the credit/debit card payment
B. ON THE FIRST DAY OF THE MEETING/EVENT	INFORMATION	REMARKS
3. By Debit/Credit card	A valid credit/debit card should be presented on the first day of the event.	The fee is always paid in euros [the credit/debit card may provide the option to pay in another currency (other than euro) and therefore the 'euro' currency option must be chosen].
4. By Cash	-	The fee is always paid in euros.

5. **Cancellation Policy:** A late cancellation of a confirmed seat significantly impacts NMIOTC's ability to maximize training opportunities for the Alliance and results in a financial loss for NMIOTC. Upon receipt of written confirmation NMIOTC calendar, our cancellation fees apply as follows:

- a. 30 to 15 days prior to course start date: 10% of student tuition due.
- b. 14 to 8 days prior to course start date: 25% of student tuition due.
- c. 1 week prior to course start date: 50% of student tuition due.

6. **Dress Code:** 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.

7. **Meals:** A small canteen is available within the NMIOTC main building and provides 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.

8. **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:

THE CHANIA 5\* hotel [www.thechaniahotel.com](http://www.thechaniahotel.com)

E-mail: [reservations@thechaniahotel.com](mailto:reservations@thechaniahotel.com) Tel: (+30) 28210 90002

AKALI 4\* hotel [www.akali-hotel.gr](http://www.akali-hotel.gr). (promotional code "NMIOTC" via hotel's online booking platform)

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" via hotel's online booking platform) E-mail: [info@kydon-hotel.gr](mailto:info@kydon-hotel.gr) Tel.: (+30) 28210 52280.

SAMARIA 4\* hotel [www.samariahotel.gr](http://www.samariahotel.gr) (promotional code "NMIOTC" via hotel's online booking platform") E-mail: [reservations@samariahotel.gr](mailto:reservations@samariahotel.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. +302821051881

PORTO VENEZIANO 3\* hotel [www.portoveneziano.gr](http://www.portoveneziano.gr).

E-mail: [hotel@portoveneziano.gr](mailto:hotel@portoveneziano.gr) Tel: +30 28210 27100.

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

10. **Transportation:** Transportation will be provided on a daily basis from Chania city centre pick-up points (Akali, Samaria (Arkadi/The chania 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.

11. **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.

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. The overall security classification of presentations/discussions is “**NATO SECRET**”. Therefore, all participants will be required to show the respective Security Clearance during the in-Processing, or email to NMIOTC POCs.