



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



5000 NSC-31/Ser: NU: 21

TO: See Distribution

SUBJECT: **INVITATION LETTER FOR 24000 COURSE (STANDARDIZATION AS INTEGRAL PART OF CAPABILITY DELIVERY BY ALLIES AND NATO PARTNERS) , (ETE-SD-37102) 01-05 Dec 2025.**

DATE: 17 Feb 25

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

1. In 2023, recognizing the considerably increasing threats to their security, Allies emphasized the need to implement standards in accordance with their formal ratification responses and agreed NATO Defence Policy and Planning (NDPP) capability targets. Implementation of standards is crucial for the delivery of NATO capability targets at the level of interoperability required.

Taking the above into account and recognizing the need for education and training of relevant stakeholders, NMIOTC is pleased to invite key personnel from NATO Allies, NATO Command Structure Elements and NATO Partners to participate in this training, which will take place at the Centre's premises in Souda Bay, Chania, Greece, from **01 to 05 Dec 2025**.

2. The aim of the course is to facilitate understanding on the integration of NATO standardization in the various steps of the NATO Defence Planning and (PARP) Partnership Review Process Processes and to enable relevant stakeholders to better identify standards required for the delivery of national capability targets. It specifically focuses on improving implementation of Allied standards as integral part of capability delivery, will explain how to identify implementation guidance related to Allied standards 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 processes of NDPP / PARP 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 / PARP Capabilities.

3. The course target audience includes candidates or already nominated National Defence Planners, Standardization Managers and National Representatives in NATO standardization bodies (Standardization Tasking Authorities/ Delegated Tasking Authorities and standards/custodial writing teams). NATO Senior Committees staff and NATO bodies and personnel from NATO partners involved in the NDPP / PARP and Standardization Processes are also invited to participate.

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 UNCLASSIFIED, Releasable to PARP partners ((PfP (except Belarus and Russia), MD ,ICI, PatG (except Afganistan)). 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 national Subject Matter Experts (SME) and experts from other NATO entities.

8. The tuition fee for Course 24000 is **650 €** per person. **Comprehensive payment instructions can be found in Enclosure 1**

9. The course will start on Monday,01 Dec 2025, with a daily training period from 08:30 to 14:00, 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) 25 Oct 2025**. Registration should be made on NMIOTC’s official web site www.nmiotc.nato.int.

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

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@nmiotc.nato.int

b. **Assistant Course Director**: LtCdr Apostolos Zachos, GRC (N)

Phone: +30 28210 85730, Fax: +30 28210 85702

IVSN: 498 5730


Mobile Phone: +30 6943480596

E-mail: zachosa@nmiotc.nato.int

c. **Registration**: Cdr Konstantinos Papanastasis GRC (N)

Phone: (+30) 28210 85710, Fax: (+30) 28210 85702

e-mail: papanastasisk@nmiotc.nato.int; studentadmin@nmiotc.nato.int



Periklis Piyis
Commodore GRC(N)
Commandant NMIOTC

ENCLOSURES:

1. Administrative Instructions
2. FARF & FAAF

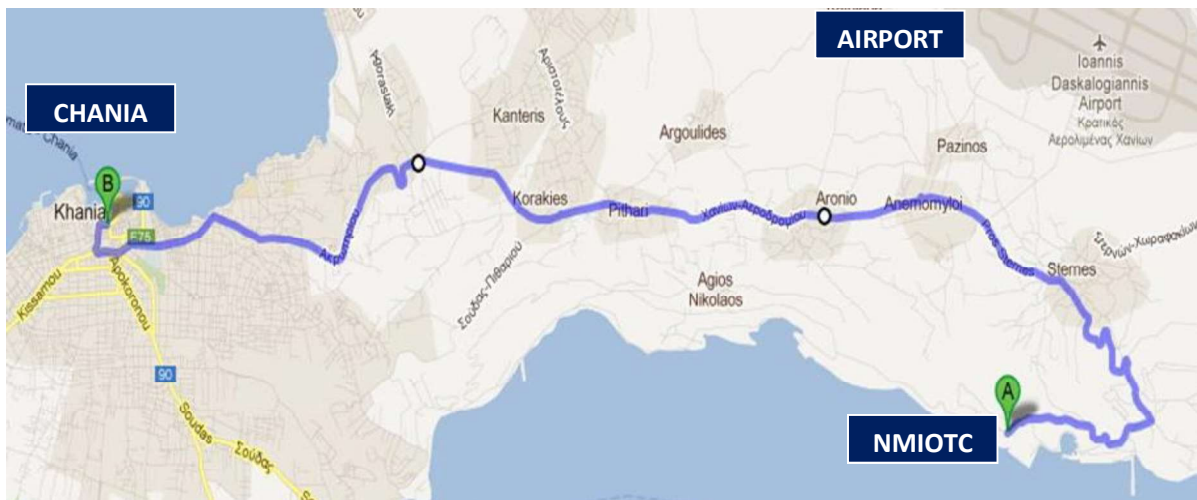
DISTRIBUTION

EXTERNAL:

ACTION:

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. **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 <u>2 working days before the start date of the event</u> , bank charges are not covered by NMIOTC. The receipt should be sent by email to papadakisst@nmiotc.nato.int and cc lafkasn@nmiotc.nato.int , michaleasi@nmiotc.nato.int
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 papadakisst@nmiotc.nato.int and cc lafkasn@nmiotc.nato.int , michaleasi@nmiotc.nato.int 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:** 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.

7. **Meals:**

- a. A small canteen is available within the NMIOTC main building and provides snacks for a nominal cost.
- b. Lunch will be delivered daily at NMIOTC premises.

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:

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.samariahotel.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.

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

b. By taxi from the airport directly to Chania city center, 24/7, approx. 35.00€

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.

10. **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.

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 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".