



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



5000 NSC-31/Ser.: NU148

TO: See Distribution List

SUBJECT: **INVITATION LETTER FOR ACT 688.4 COURSE 12000  
“MIO IN A C-IED (AtN) MARITIME ENVIRONMENT”  
(23-27 Apr 2018)**

DATE: 11 Dec 2017

REFERENCES: A. [NMIOTC Program of Work \(NPOW\) 2018](#)  
B. HQ SACT 7000/TSC TTX 0400/TT-160215/Ser.: NU0156,  
Dated 16 Feb 16 (Course 12000 Accreditation)  
C. NMIOTC 3000 NSC-31/SER.: NU146, dated 04 Dec 2017  
(Course 12000 Full After Action Report)

1. Considering that maritime and other forces are facing an increasing threat from individuals and groups employing asymmetric tactics to overcome superior military capability, countering these threats is of significant importance. Within the Countering Improvised Explosive Devices in the Maritime Environment (CME) Programme of Work, NATO has identified a need for Boarding Teams and Operating Forces to be trained so as to enhance personnel and units' readiness prior to deployment in MIO. Therefore, NMIOTC has scheduled the Course 12000 that covers MIO in a C-IED Maritime Environment from 23 to 27 Apr 2018.

2. NMIOTC has developed this Course aiming to fulfil an operational gap in capability and most importantly to contribute to counter-threat operations conducted by **Boarding Teams** when searching for, securing and exploiting evidence, as well as gathering material for analysis. In mounting C-IED operations in the maritime environment, the tactical skills are largely vested on Boarding Teams, where expedient interpretation of doctrine to meet environmental conditions is paramount to mission success. This course provides the skills and knowledge necessary to understand the concept of CME and to practically exploit a site of interest by gathering data and evidence that can be used to influence own TTPs, understand enemy TTPs and contribute at the higher exploitation levels to counter-threat processes.

3. **Aim:** To educate and train **Boarding Team personnel** in NATO TTPs to undertake expedient Weapons Intelligence Tasks (WIT) on board vessels and other maritime infrastructure in support of C-IED operations. On completion of the Course, students will be able to:

a. Develop IED threat awareness and adapt search principles that support the Attacking the Network (AtN), C-IED main line of effort;

b. Familiarize pre-boarding requirements (key considerations for conducting vessel search, tactical considerations, required resources and on-board actions);

c. Enable / integrate knowledge, skills and techniques in support of countering IEDs in the Maritime Environment (CME) (on-board site exploitation, perform evidence / biometrics / forensics collection, vessel and people search) through mentored exercises, a Table Top Exercise (TTX) and a Final Tactical C-IED Exercise (FTX);

4. The **target audience** is mostly Boarding Team members and other maritime personnel functioning as Force Protection Coordination Officers (FPCOs) responsible for their ship / task group, or involved in MIO. Additionally, the Course is open to Command Team members (CO, XO, OPS, COMMS etc.) or equivalent civilian personnel who are involved in Maritime Security and MIO, potentially related with C-IED in the Maritime Environment. Personnel from governmental Agencies (Coast Guard, Maritime Police, Civil Guard, etc.), educational and training facilities and equivalent civilian personnel who are involved in Maritime Security and MIO, potentially related with C-IEDs, are also eligible to participate.

5. The Course will be conducted in English. Attendees should have the following standards of proficiency in English (as described / coded in STANAG 6001), Listening – Good (3), Speaking – Fair (2), Reading – Good (3) and Writing – Fair (2).

6. This is a NATO ACT Approved course IAW ref B, marked as “NATO Unclassified/Releasable to PfP (except Russia)/MD/ICI/PatG”. NMIOTC applies security arrangements and regulations according to NATO standards.

7. A draft agenda for this event is hereby attached as Enclosure 1. The final agenda will be included with the Joining Instructions in due time. Attendance of the participants is obligatory in order to be considered as “successful attendees”.

8. The Course will start on **Monday, 23 Apr and will end on Friday, 27 Apr 2018**, training schedule will run from 08:30 to 15:30. Due to the fact that the Course will be run with the cooperation of private sector, the execution of the Course is subject to the achievement of a minimum number of participation. Comprehensive administrative instructions are provided at Enclosure 2.

9. For organizational purposes, candidates are kindly requested to return their application forms to NMIOTC **no later than (NLT) Friday 16 Mar 2018**. Applications may be submitted by the following means:

a. **Most preferred method:** Fill out electronically and e-mail to [studentadmin@nmiotc.nato.int](mailto:studentadmin@nmiotc.nato.int) a digital “Word” version of application that can be downloaded from the NMIOTC website at <http://www.nmiotc.nato.int>;

b. Fill out and submit through NMIOTC Web joining form, [http://www.nmiotc.nato.int/#joining/trainee\\_joining\\_form\\_en.php](http://www.nmiotc.nato.int/#joining/trainee_joining_form_en.php);

c. Least preferred method: Fill out Enclosure 2 and send a scanned copy to [studentadmin@nmiotc.nato.int](mailto:studentadmin@nmiotc.nato.int);

**NOTE:** Partner nations (Partnership for Peace (PfP), Mediterranean Dialogue (MD), Istanbul Cooperation Initiative (ICI), or Partners across the Globe (PatG) frameworks), eligible for NATO MPD subsidization programme, have to submit their application form to NMIOTC and their financial assistance request form (FARF, in Enclosure 4) to the MPD SENF Activity Coordinator ([Anna.Hires@act.nato.int](mailto:Anna.Hires@act.nato.int), [Ramazan.ekinci@act.nato.int](mailto:Ramazan.ekinci@act.nato.int)) and in copy to NMIOTC’s POCs (cc’d).

10. Event details can be found in the Partnership real-time Information, Management and Exchange system (e-PRIME) at <https://prime.hq.nato.int>, in the Education and Training On-line Catalogue (ETOC) at <https://e-itep.act.nato.int/Guest/ETOCindex.aspx> or through the NMIOTC official web site [www.nmiotc.nato.int](http://www.nmiotc.nato.int).

11. Point of Contacts (POCs):

a. NMIOTC

- (1) Course Director: Captain Iraklis Sifakis GRC (A)  
Phone: +30 28210 85729, NCN: 498-5729, Fax: +30 28210 85702  
E-mail: [sifakisi@nmioct.nato.int](mailto:sifakisi@nmioct.nato.int), / [nmioct\\_et@navy.mil.gr](mailto:nmioct_et@navy.mil.gr)
- (2) Registration POC: Lt Konstantinos Papanastasis GRC (N)  
Phone: +30 28210 85710, NCN: 498-5710, Fax: +30 28210 85702  
E-mail: [papanastasisk@nmioct.nato.int](mailto:papanastasisk@nmioct.nato.int) / [studentadmin@nmioct.nato.int](mailto:studentadmin@nmioct.nato.int)

b. MPD

- (1) MPD SENF Activity Coordinator: Major Ramazan Ekinci TUR (A)  
Phone: +1 757747 4180, NCN: 555-4180, Fax: +1 757747 3873  
E-mail: [Ramazan.Ekinci@act.nato.int](mailto:Ramazan.Ekinci@act.nato.int)
- (2) MPD Budget Manager: CIV Anna Hires  
Phone: +1 757747 4190, NCN: 555-4190, Fax: +1 757747 3873  
E-mail: [Anna.Hires@act.nato.int](mailto:Anna.Hires@act.nato.int)



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Georgios Tsogkas  
Commodore GRC (N)  
Commandant NMIOTC

ENCLOSURES:

1. Draft Schedule of Events for Course 12000
2. Administrative Instructions
3. Personnel Administration Form (PAF)
4. Financial Assistance Request Form (FARF)

Distribution List:

External:

Action:

SHAPE NMR – GRC (NSWAN: [NMRGRC@shape.nato.int](mailto:NMRGRC@shape.nato.int))  
(Please pass to NATO NMRs)  
HQ SACT NLR GRC (NSWAN: [petros.sassarisi@act.nato.int](mailto:petros.sassarisi@act.nato.int))  
(Please pass to NATO NLRs)  
HQ SACT PSE (NSWAN: [Valerii.churkin@act.nato.int](mailto:Valerii.churkin@act.nato.int))  
(Please pass to PfP (except Russia), MD, ICI, PatG NMRs)  
HNDGS/E4 (NSWAN: [geetha-dpos-f2@mod.grc.nato.int](mailto:geetha-dpos-f2@mod.grc.nato.int))  
(Please pass to NATO and Partner Defence/Naval Attaches in Athens)  
HQ NATO HEL MILREP (NSWAN: [GR.milrep@hq.nato.int](mailto:GR.milrep@hq.nato.int))  
(Please pass to NATO and Partners' MILREPS)

Information:

HQ SACT DCOS JFT (NSWAN: [stefano.salamida@act.nato.int](mailto:stefano.salamida@act.nato.int))  
HQ SACT ACOS JETE (NSWAN: [Athanasios.tsouganatos@act.nato.int](mailto:Athanasios.tsouganatos@act.nato.int))  
HQ SACT JFT EIT BRANCH HEAD (NSWAN: [Luca.Massimi@act.nato.int](mailto:Luca.Massimi@act.nato.int))  
HQ SACT JETE EIT (NSWAN: [Georgios.Zouros@act.nato.int](mailto:Georgios.Zouros@act.nato.int))  
HQ SACT MPD XO (NSWAN: [Alexander.Schwab@act.nato.int](mailto:Alexander.Schwab@act.nato.int))  
HQ SACT RM DOST (NSWAN: [Paul.Goddard@act.nato.int](mailto:Paul.Goddard@act.nato.int))  
HQ SACT MPD SENF DIRECTOR (NU: [Stelios.Kostas@act.nato.int](mailto:Stelios.Kostas@act.nato.int))  
HQ SACT MPD PPT (NU: [Ramazan.Ekinci@act.nato.int](mailto:Ramazan.Ekinci@act.nato.int))  
HQ SACT MPD SENF FINANCE OFFICER (NU: [Anna.Hires@act.nato.int](mailto:Anna.Hires@act.nato.int))  
SHAPE COS (NSWAN: [COM.COS@shape.nato.int](mailto:COM.COS@shape.nato.int))  
SHAPE MPD COI/CIN (NU: [Jerzy.Wylupek@shape.nato.int](mailto:Jerzy.Wylupek@shape.nato.int))  
SHAPE MPD DEI DIRECTOR (NU: [Boris.Katicin@shape.nato.int](mailto:Boris.Katicin@shape.nato.int))  
SHAPE/J3 (NU: [Rafael.Montojo@shape.nato.int](mailto:Rafael.Montojo@shape.nato.int))  
HQ JFC Naples (NSWAN: [Vincent.Alexandre@JFCnp.nato.int](mailto:Vincent.Alexandre@JFCnp.nato.int))  
JFC BS Desk Officers (NSWAN: [Laurentiu.Mesterca@jfcbs.nato.int](mailto:Laurentiu.Mesterca@jfcbs.nato.int),  
[Miroslav.Stabl@jfcbs.nato.int](mailto:Miroslav.Stabl@jfcbs.nato.int), [Kathy.Smith@jfcbs.nato.int](mailto:Kathy.Smith@jfcbs.nato.int),  
[Ben.Gibbs@jfcbs.nato.int](mailto:Ben.Gibbs@jfcbs.nato.int))  
MARCOM DCOS OPS (NSWAN: [recordscentre@mc.nato.int](mailto:recordscentre@mc.nato.int))  
MARCOM N7 T2 (NSWAN: [m.ruchay@mc.nato.int](mailto:m.ruchay@mc.nato.int))  
C-IED COE (NU: [info@ciedcoe.org](mailto:info@ciedcoe.org), [ciedcoeregistry@ciedcoe.org](mailto:ciedcoeregistry@ciedcoe.org))  
CSW COE (NU: [DH.marops@coecsw.org](mailto:DH.marops@coecsw.org), [info@coecsw.org](mailto:info@coecsw.org))  
MILENG COE (NU: [TEDev@MilEngCOE.org](mailto:TEDev@MilEngCOE.org))  
EOD COE (NU: [info@eodcoe.org](mailto:info@eodcoe.org))  
HNDGS/B2 (GRC MOD HNDGS COMM CEN please pass to HNDGS/B2)  
HNDGS/D4 (NSWAN: [dkladospd1@mod.grc.nato.int](mailto:dkladospd1@mod.grc.nato.int))  
HAGS/TRAINING (GRC MOD HNDGS COMM CEN please pass to HAGS/TRAINING)  
HNGS/B2 (NSWAN: [genetdir@mod.grc.nato.int](mailto:genetdir@mod.grc.nato.int))  
HELLENIC COASTGUARD HQ/TRAINING DIRECTORATE (NU: [dek@hcg.gr](mailto:dek@hcg.gr))  
HELLENIC POLICE HQs/TRAINING DIVISION (NU: [trainingdiv2@astynomia.gr](mailto:trainingdiv2@astynomia.gr))  
HELLENIC POLICE/C-IED DEPARTMENT (NU: [yeemsas.deadnameon@astynomia.gr](mailto:yeemsas.deadnameon@astynomia.gr))  
US NSA SOUDA BAY  
NAMFI

Internal:

Action:

DIR E&T  
SAA

Information:

DCOM  
COS  
DOSO  
DIR TS  
DIR S (for B&F Officer)

**SCHEDULE OF EVENTS FOR COURSE 12000**  
**“MIO IN A C-IED (AtN) MARITIME ENVIRONMENT”**  
**(23-27 Apr 2018)**

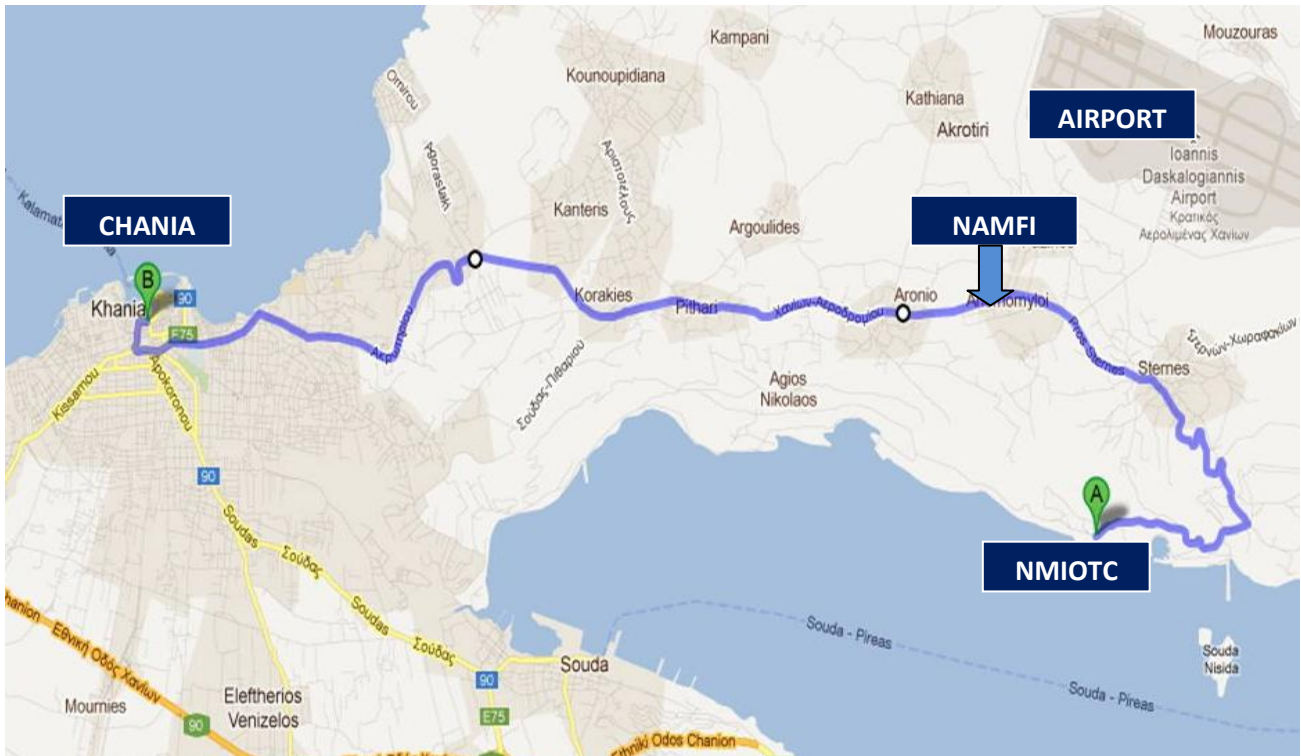
<b>E&amp;T Director:</b> <b>Cdr Theodoros Papadakis GRC (N)</b>		<b>Course Director:</b> <b>Captain Iraklis Sifakis GRC (A)</b>		<b>Assistant Course Director / Admin Officer:</b> <b>Lt Konstantinos Papanastasis GRC (N)</b>					
<b>Mon, 23 Apr 18</b> <b>(Day 1)</b>		<b>Tue, 24 Apr 18</b> <b>(Day 2)</b>		<b>Wed, 25 Apr 18</b> <b>(Day 3)</b>		<b>Thu, 26 Apr 18</b> <b>(Day 4)</b>		<b>Fri, 27 Apr 18</b> <b>(Day 5)</b>	
0830 0930	Check in NMIOTC Welcome / Safety brief <i>Auditorium</i>	0830 1000	<b>Biometrics in MIO</b> <b>SEEK II Demonstration</b> <i>Classroom 2-4-L</i>	0830 1000	<b>Intelligence Collection</b> <b>for Exploitation</b> <i>(Collection and Recording Theory, considerations in CME)</i> <i>ARIS/Forensic Classroom</i>	0830 1030	<b>Mentored Exercise 1</b> <i>(Search / Exploit a Vessel)</i> <i>Training Platform ARIS</i>	0830 1300	<b>Final Tactical</b> <b>C-IED Exercise</b> <i>Training Platforms</i> <i>ARIS / ALKYON / Whaler</i>
0930 0940	Group Photo Course administration and Introduction <i>Classroom 2-4-L</i>	1000 1045	<b>IED Precursor Materials</b> <i>Classroom 2-4-L</i>	1015 1100	<b>Forensic Handling</b> <i>(Exploitation On-Board)</i> <i>ARIS/Forensic Classroom</i>	1045 1300	<b>Mentored Exercise 2</b> <i>(Search / Exploit a Small Boat)</i> <i>Whaler / ALKYON</i>		
0940 1115	<b>Overview of the global</b> <b>IED threat</b> <i>(Groups, trends, maritime context)</i> <i>Classroom 2-4-L</i>	1100 1145	<b>Vessel Search Operations</b> <i>(Considerations for Team</i> <i>Make-up / Support agencies)</i> <i>Classroom 2-4-L</i>	1100 1130	<b>Snack Break</b>	1300 1330	<b>Snack Break</b>		
1130 1230	<b>Fundamentals of the NATO C-</b> <b>IED approach and general</b> <b>CME application</b> <i>Classroom 2-4-L</i>	1200 1245	<b>Person Search</b> <i>Classroom 2-4-L</i>	1130 1530	<b>Planning &amp; Executing</b> <b>Maritime Search Ops -</b> <b>Key Considerations</b> <i>Training Platform ARIS</i>	1330 1530	<b>Table Top Exercise</b> <i>(Planning Task and Syndicate</i> <i>Brief-Back)</i>		
1230 1300	<b>Snack Break</b>	1245 1315	<b>Snack Break</b>	1300 1345	<b>Attack the Networks Ops</b> <i>Classroom 2-4-L</i>	1300 1400	<b>Final Exercise Brief</b> <i>(Pre-event team preparation)</i> <i>Classroom 2-4-L</i>		
1300 1345	<b>Make-up of an IED and the</b> <b>Threat to BTs</b> <i>Classroom 2-4-L</i>	1315 1400	<b>Threat Assessment</b> <i>(Vessel Search Theory /</i> <i>Threats / Safety</i> <i>Considerations)</i> <i>Classroom 2-4-L</i>	1415 1530	<b>Case Study</b> <b>‘Abu Hassan’ Incident</b> <i>Classroom 2-4-L</i>	1400 1430	<b>Exercise De-brief</b> <b>Equipment recovery</b> <i>Training Platform ARIS</i>		
1445 1530	<b>Syndicate Exercise Intro</b> <i>Classroom 2-4-L</i>	1415 1530		1400 1430	<b>Ice-Breaker</b> <i>(Hosted by NMIOTC)</i>	1400 1430	<b>Course Feedback</b> <b>Graduation</b> <i>Auditorium</i>		





## **ADMINISTRATIVE INSTRUCTIONS**

1. **Location:** NMIOTC is located in the northern region of Souda Bay, near the city of Chania, at the north-west part of Crete. The destination airport is Chania International airport “Ioannis Daskalogiannis” (airport code: CHQ). The distance from Chania city to NMIOTC is 20 km and from the airport to NMIOTC it is 9 Km. Chania is a picturesque, unique medieval city bearing a rich and long history and culture. The following map provides orientation and driving directions from Chania City to NMIOTC.



2. **Registration:** Registration is open to all NATO and Partner Nations as well as organizations. You are kindly requested to submit your Personnel Administration Form (Enclosure 3), in accordance to paragraph 10 of the main body, via the following ways:

a. By email to Registration POC (copy to Course Director).

b. By fax: Send your Personnel Administration Form to fax number: +30 28210 85702 to NMIOTC Admin Officer, Lt Konstantinos Papanastasis GRC (N).

Applications submitted after the deadline may not be accepted. All applicants will receive a confirmation message within three days of their submission.

3. **Visa Requirement:** Participants or their national authorities are responsible for visa arrangements. A “VISA Support Letter” will be issued by MPD SENF AC, if requested. Participants are advised to contact well in advance, proper diplomatic agencies for up to date information. It is an individual’s responsibility to apply and obtain their visa and to have the proper travel / medical documentation. Hellenic Ministry of foreign Affairs website ([www.mfa.gr](http://www.mfa.gr)) provides relevant VISA information requirements.

#### 4. **Administrative cost:**

a. The administrative cost is **600,00€** and includes daily transportation from Chania city centre to NMIOTC and vice versa, participation to an Ice Breaker event, coffee / tea and cookies throughout the training period, as well as the following resources:

- (1) Fixed training platforms;
- (2) RHIBs, whaler and other insertion platforms;
- (3) Classroom facilities with IT support;
- (4) Training Aids;
- (5) Simguns and dummy weapons;
- (6) Search Equipment, including hand held metal detectors / cameras;
- (7) Basic Exploitation Equipment (evidence collection / forensics);
- (8) SEEK II Devices for Biometrics exploitation;
- (9) Two (2) Specialist Instructors;
- (10) Safety personnel and Personal Protective Equipment (PPE);
- (11) Role Players;

b. Full payment in cash or through POS (by credit card), will be made to NMIOTC's Financial Officer upon arrival at NMIOTC during the in-processing procedure or by bank deposit to NMIOTC bank account with the following data:

- (1) IBAN Number: GR 38 0110 4940 0000 4945 4001 048;
- (2) Swift BIC: ETHN GRAA;
- (3) Bank Name: National Bank of Greece;

**Note:** Bank deposit must be executed **no later than 3 working days** prior to the start of the event. The relevant paperwork must be forwarded to the Budget & Finance officer's e-mail: [sartzetakiv@nmiotc.nato.int](mailto:sartzetakiv@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 banks that may finally intervene.

5. **Dress Code:** Military participants are expected to wear daily service uniform or national equivalent during the course and graduation ceremony. Attendees from governmental or international organizations are expected to wear NATO civilian attire. Practical lessons and exercises will require students to be attired suitably for working on-board vessels and small boats including insertion from RHIB. Flotation devices and safety headgear will be provided by NMIOTC. Students are also reminded to be prepared for rainy weather conditions at the time of course delivery.

6. **Meals:** Participants will have meals outside NMIOTC, on their own responsibility. A variety of options are available at Chania city. Nevertheless, a snack break is arranged at noon, on a daily basis.

7. **Accommodation:** There are no accommodation facilities at NMIOTC. Therefore, participants are responsible to arrange their own accommodation. NMIOTC can provide guidance / assistance, if requested. Hotels near the Chania city centre are highly recommended for transportation purposes. A list of recommended Hotels around Chania city centre is as follows (special prices apply to participants only for direct booking with each hotel manager by e-mail using the code "**NMIOTC Guest**", including breakfast and internet connection):



- a. SAMARIA 4\* hotel [www.samariahhotel.gr](http://www.samariahhotel.gr),  
E-mail: [reservations@samariahhotel.gr](mailto:reservations@samariahhotel.gr), Tel: +30 2821038600;
- b. KYDON 4\* hotel [www.kydon-hotel.com](http://www.kydon-hotel.com), E-mail: [info@kydon-hotel.gr](mailto:info@kydon-hotel.gr),  
Tel: +30 28210 52280;
- c. AKALI 4\* hotel [www.akali-hotel.gr](http://www.akali-hotel.gr), E-mail: [info@akali-hotel.gr](mailto:info@akali-hotel.gr),  
Tel: +30 28210 92872;
- d. ROYAL SUN 4\* hotel [www.royalsunhotel.com](http://www.royalsunhotel.com),  
E-mail: [hotelroyalsun@gmail.com](mailto:hotelroyalsun@gmail.com), Tel: +30 28210 46363;
- e. PORTO VENEZIANO 3\* hotel [www.portoveneziano.gr](http://www.portoveneziano.gr),  
E-mail: [hotel@portoveneziano.gr](mailto:hotel@portoveneziano.gr), Tel: +30 28210 27100;
- f. HALEPA 3\* hotel ([www.halepa.com](http://www.halepa.com)), E-mail: [hotel@halepa.com](mailto:hotel@halepa.com),  
Tel. +302821028440;
- g. 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;

h. NAMFI Military Barracks ([www.namfi.gr](http://www.namfi.gr)) is located close to NMIOTC (approx. 6 Km) on the road from NMIOTC to Chania (see attached map). The installation itself is in very good condition and offers several facilities. The price is 10,00€/person/day for user nations (Germany, Greece and Netherlands) 18,00€/person/day for NATO Nations and 19,80€/person/day for Non NATO Nations. There is availability for breakfast / lunch / dinner at low cost. E-mail: [info@namfi.gr](mailto:info@namfi.gr), Tel: +30 28210 26800 or +30 28210 26805;

8. **Transportation:** Transportation will be provided during training days between Chania city pick-up points (Akali, Agora Building, 1866 Square, Royal Sun, and NAMFI) to NMIOTC and vice versa. Participants are responsible for their own transportation from the airport to the hotel and vice versa. Rental car agencies that have offered special prices for NMIOTC guests, as follows:

- a. 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;
- b. 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. **Medical service:** First aid and emergency medical support is offered by NMIOTC paramedic personnel and the Naval Hospital of Crete. However, for all other cases, medical expenses must be paid by the individuals or their health insurance agencies. All participants are strongly advised to have appropriate medical insurance.

10. **Security:** NMIOTC applies security issues according to NATO standards. There is 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 card during in-processing and whenever you enter these areas.





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



**PERSONNEL ADMINISTRATION FORM (PAF)**

(Please read instructions carefully below prior to filling out the form)

**NAME OF EVENT:** NMIOTC Course 12000

**PERIOD:** 23 – 27 Apr 2018

<b>REQUESTING HQ / AGENCY INFORMATION</b>	
Trainee's HQ / Agency (*)	
Tel (*) / Fax	
E-mail (*)	
<b>TRAINEE'S / PARTICIPANT'S INFORMATION</b>	
Last Name (*)	
First Name (*)	
Middle Initials	
Sex (*)	
Nationality (*)	
Military Rank (Title for Civilians) (*)	
Branch/Service (*)	
Title of duty position (*)	
Organization/HQ where duties are performed	
Date of Birth	
ID No/Passport No (*)	
Nato Security Clearance (*)	
Tel (*)	
E-mail (*)	

TRAVELING INFORMATION					
Travel Mode to Greece / Crete/NMIOTC (*)					
Arrival Date (*)					
Departure Date(*)					
Accommodation(*)					
Rental Car					
POC's INFORMATION					
Name/Rank/Agency/(*)					
Tel (*)					
E-mail (*)					
Where the Confirmation Message Should be sent? (*)	<table> <tr> <td>a. Requesting Agency/HQ</td> <td>b. Student</td> </tr> <tr> <td>c. POC</td> <td>d. Other (specify in remarks)</td> </tr> </table>	a. Requesting Agency/HQ	b. Student	c. POC	d. Other (specify in remarks)
a. Requesting Agency/HQ	b. Student				
c. POC	d. Other (specify in remarks)				
COMMENTS / REMARKS					
INSTRUCTIONS					

- **Information marked as (\*) is mandatory.**
- Form must be completed in capital letters, in the following format **Course 12000\_surname\_rank.doc** and be forwarded to:
  1. [studentadmin@nmiotc.nato.int](mailto:studentadmin@nmiotc.nato.int) into NU-WAN, or
  2. Phone: +30 28210 85710, NCN: 498-5710
  3. FAX: +30 28210 85702 to NMIOTC Admin Officer, LT Konstantinos Papanastasis GRC (N)
- If information on a field is not applicable or not yet determined can be filled with N/A or TBD respectively and will be determined later.

**FINANCIAL ASSISTANCE REQUEST FORM (FARF)**

(To be attached by the PfP/MD/ICI//PatG partner Nations to the official participation request)

**ACTIVITY IDENTIFICATION<sup>1</sup>**

Activity (Event)		Reference number:	
Date:		Location:	

**PARTICIPANT IDENTIFICATION<sup>2</sup>**

Partner Nation:		Rank/Service:	
Family Name:		First Name:	
ID/Number:		Tel/Number:	
Email:		Official address:	

**ESTIMATE OF EXPENDITURE<sup>3</sup>**

Travel:		Tuition fee:	
Accommodation:		Other:	
Meals:		<b>TOTAL:</b>	

**BANK IDENTIFICATION FOR REIMBURSEMENT<sup>4</sup> (in capital letters)**

Beneficiary	
Currency requested	
Name of Bank	
Name of Agency	
SWIFT Code	
IBAN Code	
Account Number	

**PARTNER NATION AUTHORISATION**

Date:	Name:	Signature & Stamps:
.....	.....	.....

<sup>1</sup> As it is in [e-PRIME](#)

<sup>2</sup> If there are more participants, a list of them can be attached instead of separate request forms

<sup>3</sup> If a list of participants is attached, the total estimated expenditure shall be indicated here

<sup>4</sup> **Unless each cell is completed, we are not able to remit it**