



NATO EOD CENTRE OF EXCELLENCE
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Ref. N°: A. NATO EOD COE 2018 Courses Portfolio
B. Bi-SC D 075-007: Education and Individual Training Directive
C. STANAG 2143, EOD principles and minimum standards of proficiency

TO: See Distribution List

SUBJECT: Calling Notice for NATO EOD Staff Officer Training (NATO EOD SOT) - Slovakia, 12–23 FEB 2018.

DATE: 8. November 2017

1. Based on the NATO/PfP customers demand on education and training in EOD area, the NATO EOD COE delivers **NATO EOD Staff Officer Training (NATO EOD SOT)**.
2. NATO and PfP nations are invited to attend the NATO EOD SOT, which will take place in Trencin, Slovakia from **12 – 23 February 2018**.
3. Deadline for registration is **12 December 2017**. The maximum number of seats on the course is limited to **16 students**.
4. The NATO EOD SOT course is designed to educate and train non-qualified EOD staff officers to achieve basic level of proficiency IAW NATO and EU standards. EOD staff officer is able to plan, prepare, command, control and coordinate EOD operations within multinational operations at Battalion and Brigade levels of command.
5. The NATO EOD SOT is recorded in NATO Education and Training Opportunities Catalogue (ETOC) as **NATO approved course** (course code MEG-EO-31596). All of the latest course details are posted on the NATO EOD COE website <https://www.eodcoe.org>
6. Please, direct all requests for additional information on the following NATO EOD COE Points of Contact:
 - a) **Course Director**: Capt. Robert NIESYT (CZE-A) / EOD Education and Training Branch: +421/96033531 / robert.niesyt@eodcoe.org
 - b) **Action Officer**: Mr. Jan PLINTA (SVK Civ) / Administrative Support Branch: +421/960 333 552 / jan.plinta@eodcoe.org

Lubomir MRVAN
Colonel, SVK Army
NATO EOD COE
Director

ANNEXES:

- A. NATO EOD SOT Administrative Guidance
- B. Registration Form (PAF)

DISTRIBUTION LIST:

- For action:
 - ACT → for distribution through ACT list III (NLRs),
 - ACT MCD
 - NATO EOD COE Sponsoring Nations Representatives →SVK, CZE, HUN, ROU, POL Points of Contact

- For Information:
 - SHAPE
 - HQ ACT
 - HQ ACO
 - NATO SCHOOL, Oberammergau (DEU)
 - NATO EOD WG Representatives
 - MILENG COE (DEU)
 - CIED COE (ESP)
 - JFTC (POL)
 - JCBRN COE (CZE)
 - JIDO (USA)
 - MILREPS

- Internal:
 - DIR
 - ADC
 - AST
 - CIS
 - IKM
 - ETD
 - TSD
 - TEC
 - SPT

ANNEX A

to Calling Notice for NATO EOD SOT, 12-23FEB2018

ADMINISTRATIVE GUIDANCE**1. GENERAL OVERVIEW**a) Scope:

The NATO EOD COE in Trencin, Slovakia, will deliver the NATO EOD SOT from Monday 12 February to Friday 23 February 2018 (2 weeks). The first week will be dedicated to the EOD standards and procedures and the second week will be focused on a practical training and exercises.

The ADL (Advanced Distance Learning) phase is an integral part of the course. The eLessons will be available to students via internet from **22 January 2018**. Every student is obliged to attend the eLessons and pass a final test. After successful completion of the eLearning phase, the certificate will be available for download. Completion of the eLearning phase is required **NLT Sunday 11 February 2018**. Every attendant is supposed to submit the eLearning course completion certificate during in processing.

Important: The certificate is necessary for attending the next two weeks of the course!

b) Aim:

The NATO EOD SOT course is designed to educate and train non-qualified EOD staff officers to achieve basic level of proficiency IAW NATO and EU standards. EOD staff officer is able to plan, prepare, command, control and coordinate EOD operations within multinational operations at Battalion and Brigade levels of command.

c) Target Audience:

NATO and PfP personnel serving or intent to serve in EOD or EOD related positions.

1. OF-1 to OF-4 level and senior staff NCOs serving in HQs.
2. Language skills: IAW STANAG 6001, an adequate understanding of written and spoken English is expected from the course attendees. SLP 2222 is recommended as the minimum level of proficiency.

d) Performance Objectives:

1. Applies Explosive Ordnance (EO) related Risk & Threat Management.
2. Comprehends the EOD capabilities and limitations on multinational deployments.
3. Manages EOD activities in support of multinational operations.

e) Security Classification:

The Security Clearance for the course is NATO Unclassified.

f) Training Area:

The NATO EOD COE SOT will be organized and delivered at the NATO EOD COE premises and National EOD and CBRN Centre in Novaky.

2. EXECUTION

Attendees are expected to arrive to Trenčin, Slovakia (attendee's responsibility) **NLT Monday 12 February 2018.**

The Course will be finished NLT 12:00 hrs. on Friday 23 February 2017.

a) Registration:

1. Contact the NATO EOD COE Point of Contact (Action Officer) by e-mail, sending an **electronic version of the Registration Form (Annex B)**. Annex B is only a sample! For electronic version of the Registration Form go to <https://www.eodcoe.org>.- Education and Training - 2018 Courses and Training Events Calendar.
2. The registration deadline is set on **12 February 2018. Registration Forms submitted after the deadline will not be accepted.**
3. All applicants will receive a confirmation letter or a regret letter from the Action Officer **NLT 22 December 2018. It is highly recommended that no applicant start managing the arrangements before receiving the confirmation of admission to the course!**

b) In-processing:

In processing will be carried out from **07:30 to 08:00AM** at the NATO EOD COE – Olbrachtova 5, Trenčin, Slovakia on the first day of the course.

Each attendee should be in possession of:

- ID card (e.g. passport) as listed in the registration form,
- NATO Travel Order or equivalent.

c) Course fee:

A course administration fee of 100 € per attendee will be collected on the first day of the course. Course fee does not apply for students from the NATO EOD COE Sponsoring Nations (CZE, SVK, HUN, POL, and ROU).

d) Dress code:

BDU for military personnel (no helmet, no weapon).

3. SERVICE SUPPORT

a) Transportation:

Arrival by air / bus / train:

The recommended airport is Vienna (Austria). To reach the city of Trenčín attendees can use a rental car or public transportation means (bus, train).

Bus/train itineraries (schedules) can be found on the following web pages:

- <https://cp.hnonline.sk/vlakbusmhd/spojenie/> (please note that information is available in English and German language).

b) Accommodation:

The attendees are supposed to arrange the hotel reservations in the city of Trenčin on their own since it is not the NATO EOD COE responsibility.

c) Meals:

There will be 90 minutes' lunch-break in everyday schedule (except on Wednesday 14 February). There are plenty of restaurants in a walking distance from the NATO EOD COE building.

d) Real life information:

Slovakia is part of European Union; currency is Euro.

Important numbers:

State emergency – all services: 112

Ambulance: 155

Fire brigade: 150

Police: 158

ANNEX B

to Calling Notice for NATO EOD SOT, 12-23 FEB 2018



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Registration Form

NATO EOD Staff Officer Training
12/02/2018 – 23/02/2018

**READ INSTRUCTIONS CAREFULLY BEFORE FILLING OUT THE FORM! FILL OUT THE FORM BY ELECTRONIC MEANS!
ALL DETAILS HAVE TO BE FILLED IN! THE REGISTRATION PROCESS IS NOT COMPLETE UNLESS ALL REQUESTED
INFORMATION IS PROVIDED WITHIN THIS REGISTRATION FORM!**

PHONE NUMBERS AND EMAIL ADDRESSES WILL BE USED TO CLARIFY INFORMATION PROVIDED, FOR SUBSEQUENT COMMUNICATION BETWEEN COURSE ORGANIZERS AND APPLICANT, OR IN CASE OF ANY EMERGENCY

NATO rank/grade (NATO code)
First (given) name
Last (family) name
Nationality
NATO security clearance (level, number)
Date of birth (dd/mm/yyyy), Place, Country
ID number (passport or national ID card, etc.)
English proficiency (STANAG 6001, level)
Service (Army, AF, Navy, Marine corps, SOF, MP, ...)
Home unit/organization
Current position within the home unit/organization
Term of planned deployment (dd/mm/yyyy) if any
Planned position on deployment
Home unit mailing address
(Name of unit/organization, Street, ZIP code, City, Country)
Duty phone number (including country code)
Cell phone number (including country code)
Work e-mail address (unclassified)
Private e-mail address (in case no work e-mail address exists)
Superior's name (first and last)
Superior's e-mail address (unclassified)
Superior's phone number

Dear applicant please provide your brief military curriculum vitae (CV) in the space provided below. Focus only on your military education, occupied positions and past/current deployments, courses related to EOD as CMD, IEDD, C-IED, WIT, explosives-related investigations, energetic materials research, and experience of working with explosives. The CV helps organizer to make a decision in a selection process of attendees.

Curriculum Vitae (Service career)

SAMPLE

I accept that data held can be used for NATO purposes

**E-mail (send) the completed registration form to: 1. email address: jan.plinta@eodcoe.org or
2. fax number: 00421 960 333 504**

After the registration form has been completed and submitted to the course organizer, each applicant will be, after the registration deadline has come into force, notified of being selected to attend the course or not.

Selected applicants will receive a Confirmation Letter.

