



NORTH ATLANTIC TREATY ORGANIZATION
ORGANISATION DU TRAITÉ DE L'ATLANTIQUE NORD
HEADQUARTERS SUPREME ALLIED COMMANDER TRANSFORMATION
7857 BLANDY ROAD, SUITE 100
NORFOLK, VIRGINIA, 23551-2490



3200 TSC-MMX-0150/TT-170381/Ser: NU

TO: See DISTRIBUTION

SUBJECT: Calling Letter for the 12th NATO ACT Counter Improvised Explosive Device (C-IED) Conference (13-15 June 2017) at NMIOTC, in Souda Bay, Crete, Greece

DATE: March 2017

- 1. Purpose.** The purpose of this letter is to advise invitees to the Allied Command Transformation (ACT), Counter-Improvised Explosive Device (C-IED) Conference that will take place at the NATO Maritime Interdiction Operational Training Center (NMIOTC) from 13 to 15 June 2017. The target audience for the conference is senior and working level staff officers and government civilians directly involved in National or NATO C-IED activities, development, policy or training.
- 2. Background.** The conference is dedicated to incorporate C-IED work into different operational areas across NATO. As an example, besides the status updates on current NATO C-IED threats, activities and initiatives, additionally, the conference will include breakout sessions where attendees will contribute in working groups that test different vignettes of a CBRN/C-IED experiment, as the preparation of Concept Development. The Conference is open to NATO, Partnership for Peace (PfP), and organisations involved in the C-IED Comprehensive Approach.
- 3. Aim.** The aim of this year's Conference is to continue to integrate C-IED activities into other domains and throughout the DOTMLPI spectrum, apply C-IED principles and approaches to broader threat network related concerns, and to establish C-IED as a joint, integrated capability in NCS and in Allied nations' command and force structures. As the new C-IED policy is effective, the first Steering Group meeting also would take place after the Conference. A calling notice to all Nations and members of the NC-IEDSG will be issued in separate correspondence.
- 4. Programme.** The programme will be released before the end of Apr 2017. Individuals or organisations wishing to offer presentations within the broad theme stated above, should contact the ACT C-IED point of contact (POC). Registration for the conference will close on Friday 31 May 2017. The classification of the Conference is not yet decided. The outline of the conference will be as follows:

Date	Event
Tuesday, 13 June	
Morning	Information Briefs
Afternoon	Operations Brief
Evening	Social Event / Ice Breaker
Wednesday, 14 June	
Morning	CBRN/C-IED Experiment Working Groups
Afternoon	Worki ng Group Out Briefs, NMIOTC tour, Conference Closure
Thursday, 15 June	
Morning	NC-IED Steering Group Constituent Meeting

5. Should there be any questions or further comments concerning the NATO C-IED Conference 2017, POCs are:

a. ACT:

(1) LTC Zsuzsanna Balogh HUN (A), Senior C-IED Officer at Tel: +1 757-747-4025, NCN: 555-4025, zsuzsanna.balogh@act.nato.int

(2) Mr. Mike Jordan USA (CTR), Tel: +1-757-747-3671, NCN: 555-3671, michael.jordan@act.nato.int

(3) Mr. Greg Hubbard USA (CTR), Tel: +1-757-747-3999, NCN: 555-3999, gregory.hubbard@act.nato.int

FOR THE SUPREME ALLIED COMMANDER TRANSFORMATION:



Arne Morten Groenningsaeter
Commodore, Norwegian Navy
DACOS Command & Control, Deployability and Sustainability
NATO C-IED Capability Monitor

ENCLOSURE(S):

1. 12th NATO ACT C-IED Conference Administrative Instructions
2. 12th NATO ACT C-IED Conference Application Form

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NSO
NATO School
NMIOTC
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CIMIC COE DIR
CJOS COE DIR
CSW COE DIR
DAT COE DIR
EOD COE DIR
HUMINT COE DIR
JCBRN DEFENCE COE DIR
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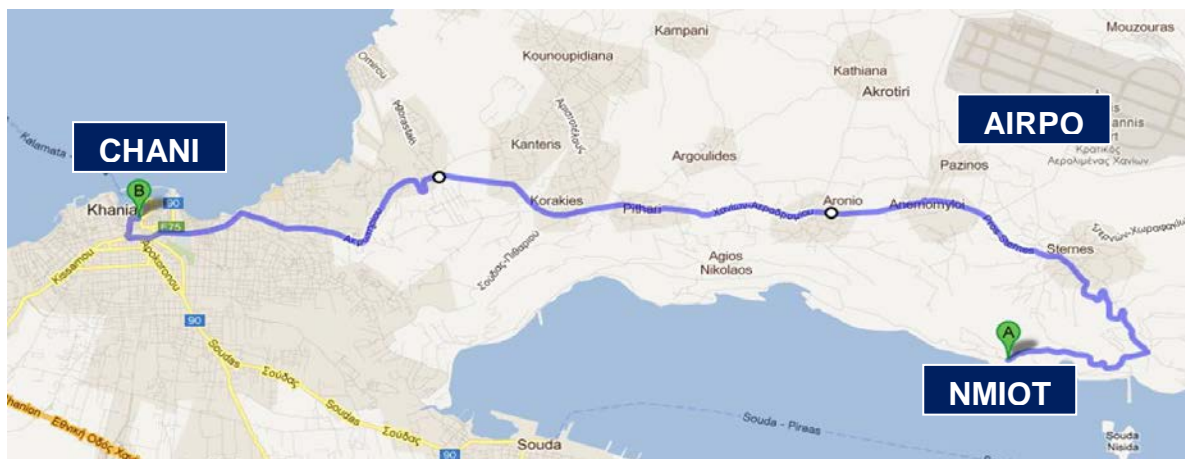
ACT Distribution list III – National Liaison Representatives

ACT Distribution list VI - PFP National Liaison Representatives

ENCLOSURE 1 TO
3200/TSC-MMX-0150/TT-170381/Ser:NU
DATED: March 2017

12th NATO ACT C-IED Conference Administrative Instructions

1. **Location:** The C-IED Conference will be held at NMIOTC premises from 13 to 15 June 2017. NMIOTC is located in the northern area of Souda Naval Base, near the city of Chania, at the north-west part of Crete. The destination airport should be the Chania International airport "Ioannis Daskalogiannis" (CHQ). The distance from Chania city to NMIOTC is 20 km and from the airport to NMIOTC 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 to NMIOTC.



2. **Registration:** You are kindly requested to submit your Personnel Administration Form (Enclosure 2) to NMIOTC Admin office (studentadmin@nmiotc.nato.int) **no later than Friday 31 May 2017.**

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 (if needed). 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) provides relevant visa information requirements.

4. **Conference Fee:** Conference fee for the C-IED Conference is **150,00€** NMIOTC will provide daily transportation from Chania city centre to NMIOTC and vice versa during the conference days, mess services (water / coffee / tea and cookies) throughout the conference, two lunches (13th and 14th June), as well as an Ice-Breaker reception. Full payment will be made either to NMIOTC's Financial Officer during the first day of the conference **in cash** or **by bank deposit** to NMIOTC bank account with the following data:

IBAN Number: GR 38 0110 4940 0000 4945 4001 048
Swift BIC: ETHN GRAA
Bank Name: National Bank of Greece

Note: Bank deposit has to be finalized **not later than 3 working days** before the start date of the event. The relevant document has to be forwarded to Budget & Finance officer (e-mail: sartzetakiv@nmiotc.nato.int).

5. Arrival and Departure: It is advised the invitees to plan their arrival to CHQ (Chania international airport) no later than Monday, 12th of June 2017 and departure no earlier than 19:00 on Thursday, 15th of June 2017.

6. Dress Code:

- a. For conference attendance – Daily uniform or the equivalent civilian
- b. For the Ice breaker – Smart Casual

7. Accommodation: Participants are responsible to arrange their own accommodation as there is none on the Centre's premises. NMIOTC can provide guidance / assistance, if requested. Hotels near the Chania city centre are highly recommended for transportation purposes. The following is a list of recommended hotels around Chania city centre (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.samariahotel.gr
E-mail: reservations@samariahotel.gr, Tel.: +30 2821038600.
- b. KYDON 4* hotel www.kydon-hotel.com
E-mail: info@kydon-hotel.gr, Tel.: +30 28210 52280.
- c. AKALI 4* hotel www.akali-hotel.gr. E-mail: info@akali-hotel.gr,
Tel: +30 28210 92872
- d. ROYAL SUN 3* hotel www.royalsunhotel.com. The price also includes free transportation to the city centre. E-mail: hotelroyalsun@gmail.com,
Tel: +30 28210 46363.
- e. ARKADI 3* hotel www.arkadi-hotel.gr, E-mail: info@arkadi-hotel.gr,
Tel: +30 28210 90181.
- f. Halepa 3* hotel (www.halepa.com), E-mail: hotel@halepa.com,
Tel. +302821028440
- g. Mare Nostrum Villas (www.villasincrete.gr).
Transportation to NMIOTC is on individual's responsibility

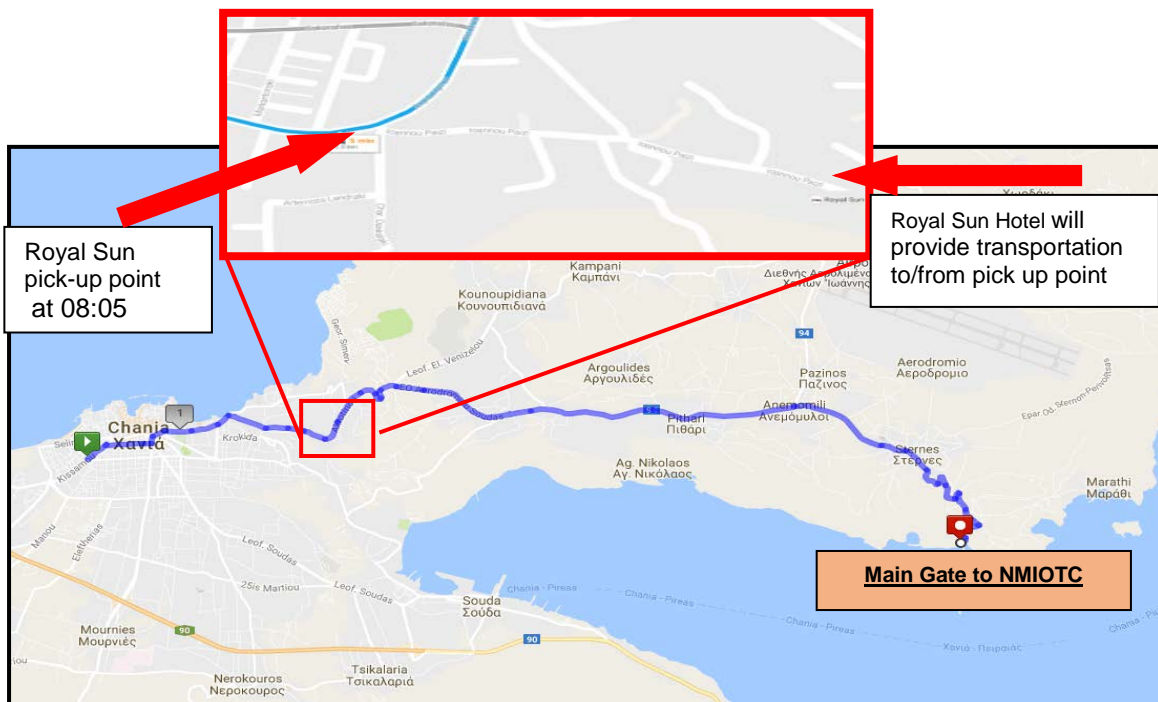
8. Transportation: Transportation will be provided during the conference days from Chania city centre pick-up points (AKALI at 07:45, SAMARIA at 07:50, KYDON at 07:55 and Royal Sun hotel at 08:05, see the following map). Participants are responsible for their transportation from the airport to their hotel and vice versa. The available transportation options from Chania airport to Chania city centre are as follows:

- a. By Bus: The bus stop is outside the terminal and the cost is 2,30 Euros. For further information and detailed timetables check <http://www.bus-service-crete-ktel.com/timetabledet.php?line=32&lg=2>.
- b. By taxi from the airport directly to Chania city center, 24 hours/day, 25,00 Euros (approx).
- c. There are several car rental 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.

Participants, who intend to rent a car, should arrange their booking directly with the Car Rental Agency using the code “NMIOTC guest”. Additionally, NMIOTC Admin Officer or NMIOTC Duty Officer (+30-6947-159634) should be informed as soon as possible about the type and the plate number of the rental vehicle for issuing vehicle access security clearance.



NOTIFICATION: All participants that will use NMIOTC transportation are advised to be at the specified pick-up points 5 min before the departure time. There will be no other transportation provided by NMIOTC.



- 9. Security Instructions:** NMIOTC applies security procedures according to the NATO standards. You will need to hand out your security clearance to the NMIOTC security officer IOT be able to attend classified portions of the conference.
- 10. Badging process:** There is a strict access control to enter Marathi main gate and NMIOTC main building. You will be required to carry your passport and/or your national identification card during your presence to NMIOTC. A security badge will be delivered to you during the process in after your registration. This security badge is to be carried throught out the event.
- 11. Medical service:** First aid and emergency medical support is offered by NMIOTC paramedic and local Naval Hospital. However, for all other situations, medical expenses must be paid by the individuals or their insurance agencies. All participants are strongly advised to have appropriate medical insurance.
- 12. Social event:** An Ice breaker will take place on Tuesday 13 June.

ENCLOSURE 2 TO
3200 TSC-MMX-0150/TT-170381/Ser:NU
DATED: March 2017



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



12th NATO SACT Annual ACT C-IED Conference Application Form
(please read the below instructions carefully prior to filling out the form)

PERIOD: 13-15 JUNE 2017

PERSONAL INFORMATION

Last Name (*)	
First Name (*)	
Middle Initials	
Sex (*)	
Nationality (*)	
Military Rank / Title for Civilians (*)	
Organization / Branch / Service	
Title of duty position	
Date of Birth	
ID No/Passport No (*)	
Tel (*)	
E-mail (*)	
Accompanied by spouse / family	

TRAVELLING INFORMATION

Travel Mode to NMIOTC (*)	
Arrival Date (*)	
Departure Date (*)	
Accommodation (*)	

COMMENTS / REMARKS

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INSTRUCTIONS

1. Information marked as (*) is mandatory.
2. This form must be completed in capital letters, saved as C-IED_Surname_Rank.Doc. and be submitted to : studentadmin@nmiotc.nato.int, papanastasisk@nmiotc.nato.int into NU-WAN
3. If information on a field is not applicable or not yet determined can be filled with N/A or TBD respectively.

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SUBJECT: Addendum 1 to the Calling Letter for the 12th NATO ACT Counter Improvised Explosive Device (C-IED) Conference (13-14 June 2017) at NMIOTC, in Souda Bay, Crete, Greece

DATE: 20 April 2017

REFERENCE: A. MC 0639, NATO Policy for Countering Improvised Explosive Devices, 2 Mar 17

1. Purpose. The purpose of this letter is to advise invitees to the Allied Command Transformation (ACT), Counter-Improvised Explosive Device (C-IED) Conference, that a meeting will be held on 15 June 2017 at NMIOTC to discuss changes to the C-IED Community of Interest resulting from the new NATO Policy for Countering Improvised Explosive Devices, Reference A.
2. The 15 June 2017 meeting is open to C-IED TF members, NATO Nation representatives and Partners for Peace Nations representatives attending the C-IED Conference.
3. The 15 June 2017 meeting will begin at 9AM and is not expected to exceed a half day. The meeting will be conducted in English without translation. The security classification for this event will be NATO Unclassified.
4. Administrative instructions for this meeting are the same as the instructions in the original NATO ACT C-IED Conference Calling Letter. Dress for the Conference and this meeting is civilian clothes (jacket and tie).
5. Agenda attached (Annex A) contains detailed information of the planned program.
6. Should there be any questions or further comments concerning the Conference and/or the 15 June 2017 C-IED meeting, POCs are:
 - a. ACT:

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Releasable to the Public

- (1) LTC Zsuzsanna Balogh HUN (A), Senior C-IED Officer at Tel: +1 757-747-4025, NCN: 555-4025, zsuzsanna.balogh@act.nato.int
- (2) Mr. Mike Jordan USA (CTR), Tel: +1-757-747-3671, NCN: 555-3671, michael.jordan@act.nato.int
- (3) Mr. Greg Hubbard USA (CTR), Tel: +1-757-747-3999, NCN: 555-3999, gregory.hubbard@act.nato.int.

FOR THE SUPREME ALLIED COMMANDER TRANSFORMATION:



Arne Mørtén Groenningsaeter
Commodore, Norwegian Navy
DACOS Command & Control, Deployability and Sustainability
NATO C-IED Capability Monitor

ANNEX:

A. 12TH NATO ACT C-IED Conference Agenda

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NIFC COS
NATO STO COS
NSO
NATO School
NMIOTC
C-IED COE DIR
CIMIC COE DIR
CJOS COE DIR
CSW COE DIR
DAT COE DIR
EOD COE DIR
HUMINT COE DIR
JCBRN DEFENCE COE DIR
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JC LB DCOS OPS
NATO JEWCS JMRC
HQ ALCC
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JWC COS
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Information:

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ACT Distribution list III – National Liaison Representatives

ACT Distribution list VI – PFP National Liaison Representatives

12TH NATO ACT C-IED CONFERENCE AGENDA

Date	Event
Tuesday, 13 June	
900-910	Admin briefs by NMIOTC
910-920	Welcome speech
920-950	Opening speech
	Coffee break
1040-1200	Strategic overview
	Lunch and group picture
1310-1430	Operations briefs
	Coffee break
1500-1600	Other presentations
Evening	Social Event / Ice Breaker
Wednesday, 14 June	
900-920	CBRN/C-IED Experiment general brief
920-1200	CBRN/C-IED Experiment Working Groups
920-1200	Panel discussions
	Lunch
1300-1400	Panel discussions
1400-1430	CBRN/C-IED Working Groups Out Briefs
	NMIOTC tour
1600-1630	Conference Closure
Thursday, 15 June	
900-1000	NC-IED Policy Paper presentation
1000-1100	Steering Group Order of Business discussion
1100-1200	National concerns, questions