



# Civil Military Cooperation Functional Specialist (\*) Course

## Multinational CIMIC Group (MNCG)

**CFSC 01/19 : 4<sup>th</sup>-8<sup>th</sup> March 2019**

### Course Description

<b>1. Aim of the Course :</b>	
<p><u>Primary purpose:</u> To provide the Functional Specialist (FS) (*) with a basic understanding of principles, tasks, functions and Organization of CIMIC in NATO and of his/her work as a FS within the military framework. To enable the FS to fulfill his/her special duty as an element of NATO CIMIC Assets, chiefly in Crises Response Operations (CRO).</p> <p><u>Secondary purpose:</u> to create awareness for those civil organizations and individuals who have a vested interest in CIMIC activities.</p>	
<b>2. Type of Application:</b>	<b>3. Location</b>
Class interactive presentations, open guided discussions, syndicate work.	MNCG HQs - Via Riviera Scarpa, 75 31045 Motta di Livenza, Italy
<b>4. Course Dates / hours:</b>	
<b>CFSC 01/19: 04<sup>th</sup> – 08<sup>th</sup> March 2019</b>	08.00-16.30 from Monday to Thursday 08.00-12.00 on Friday
<b>5. Applications</b>	
Return duly filled Attendance form not later then:	
- <b>CFSC 01/19: 15<sup>th</sup> Feb. 2019</b>	
to: <a href="mailto:cj7@cimicgs.nato.int">cj7@cimicgs.nato.int</a> :	
<b>Note: MNCG policy is to enroll students on a first come first served basis but Course Director maintains overall responsibility on the student selection process in accordance with NATO and MNCG priorities.</b>	
<b>6. Administration charges:</b>	
Tuition fee amounts are:	
- € 100 for military & civilian MoD personnel belonging to MNCG contributing Nations (**);	
- € 150 for remaining personnel.	
Tuition fee includes:	
Transportation from/to airports/train stations (see para.14), course materials, group photo, classroom internet free access, shuttle service from/to hotels (see para. 15), social icebreaking event, coffee breaks, stationery, admin and protocol support, use of training facilities.	
<b>(Tuition fee payment procedures described in the Attendance Form).</b>	
<b>Please check with your unit before departing for the course to ascertain whether you have to make an on-site payment of your tuition fee.</b>	
<b>7. Coordination :</b>	
Applications are to be sent via e-mail to:	Points of Contact (POCs):
<a href="mailto:cj7@cimicgs.nato.int">cj7@cimicgs.nato.int</a>	LTC Massimiliano SILLI
	- Phone : 0039 0422 280 115
	- E-Mail : <a href="mailto:massimiliano.silli@cimicgs.nato.int">massimiliano.silli@cimicgs.nato.int</a>
	WO Domenico MALORGIO
	- Phone : 0039 0422 280 130
	- E-Mail : <a href="mailto:cj7@cimicgs.nato.int">cj7@cimicgs.nato.int</a>

## 8. Subjects covered :

<p>1. NATO CIMIC policy &amp; doctrine;</p> <p>2. CIMIC organisation in NATO;</p> <p>3. Organisation and procedures of the Multinational CIMIC Group (MNCG);</p> <p>4. Staff Procedures:</p> <ul style="list-style-type: none"> <li>- Cooperation with other staff elements and units in the mission area;</li> <li>- Procedures for FS going to mission areas;</li> <li>- Cooperation with and support from other CIMIC elements to the FS;</li> </ul> <p>5. The civil dimension of Crises Response OPs;</p> <ul style="list-style-type: none"> <li>- Role, policies, main features of IOs/GOs/NGOs;</li> <li>- Civil Military Interaction with IOs/GOs/NGOs;</li> <li>- The cluster approach to Humanitarian Assistance;</li> </ul> <p>6. Information Knowledge Management;</p>	<p>7. CIMIC planning process;</p> <p>8. CIMIC Assessment;</p> <p>9. CIMIC Projects</p> <ul style="list-style-type: none"> <li>- Planning;</li> <li>- Management (project cycle);</li> <li>- Possible cooperation between civilian and military counterparts;</li> <li>- Implementation procedures, contracting, control;</li> <li>- Effects on civil dimension;</li> </ul> <p>10. CIMIC Reports &amp; Returns;</p> <p>11. Dealing with the media;</p> <p>12. CIMIC skills;</p> <ul style="list-style-type: none"> <li>- Communication &amp; Negotiation techniques;</li> <li>- Working with interpreters;</li> <li>- CIMIC meeting organization;</li> </ul> <p>13. Field Experiences as FS.</p> <p>14. NATO contribution to a Comprehensive Approach</p>
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## 9. Methodology :

Theory	Practice	External contributions
<p>Interactive lectures of 50' minutes aimed at the second and third cognitive level of instruction, moderated Q&amp;A sessions.</p>	<p>Open discussions, Syndicate work in the form of a role-playing exercise covering the daily subject, final test</p>	<p>Civilian &amp; Military Guest Speakers</p> <p>Subject Matter Experts</p>

## 10. Learning Objectives :

<p>Upon completion of the course the student must be able to:</p> <ul style="list-style-type: none"> <li>- Explain the doctrine and associated concepts.</li> <li>- Describe the CIMIC capabilities, which currently exist in NATO, and what capabilities are planned in the future.</li> <li>- Describe the civil-military dimension (civilian organisations included).</li> </ul>	<ul style="list-style-type: none"> <li>- Work in a CIMIC environment at Tactical / Operational level.</li> <li>- Establish, lead and run a CIMIC Centre.</li> <li>- Initiate, develop and implement a CIMIC project at tactical level in support of the Comdr's mission.</li> <li>- Initiate and develop the CIMIC area study at tactical level.</li> <li>- Effectively liaise with CIMIC stakeholders;</li> </ul>
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## 11. Pre-requisites:

- The nominees should be Functional Specialists, military (OR5 and above) or equivalent civilian personnel who are or will be appointed to a CIMIC assignment at tactical or operational level. The course will also train civilians, who are or will be working with a civilian Organization that might co-operate or interact with NATO forces.
- **English language proficiency** as depicted below IAW STANAG 6001: listening (good/3), speaking (good/3), reading (good/3) and writing (fair/2)

## 12. Personal Qualifications :

- Military attendees must have basic military training and a military school / academy:
  - Priority 1** will be given to military personnel assigned or selected for assignment to a CIMIC or CIMIC related appointment in a NATO HQ or unit - **Priority 2** will be given to military personnel assigned or selected for assignment to a CIMIC or CIMIC related appointment in a National HQ or unit.
- Civilian students should have a comparative degree of education:
  - Priority 1 will be given to IOs/GOs/NGOs Representatives.
- **Any other application will be scrutinized on a case by case base. For Civilians & Non-Italian Military personnel a current CV & copy of ID / Passport is needed to start the selection process. No sponsorship programs exist for this course.**

### 13. Assessment & Grading Policy

All participants are expected to uphold the following classroom requirements:

1. Active participation in class and all group work assignments;
2. On - time attendance of all sessions (waivers authorized by the Course Director);
3. A multiple choice test based on the Course content will be held during the course.

**The final grading list will be issued by the Course Director based on the outcome of the final test (multiple choice, based on the Course content) and the student performance evaluated by the Instructors.**

### 14. Transportation :

- Travel arrangements and costs are a student responsibility, including visa arrangement procedures for non EU citizens; we recommend you to contact your National Authorities to find out what immigration provision applies to you.
- On the Sunday before the course starts, Military Shuttle buses will be available to transport students to the Barracks / Hotels as follows:
  - Venice Int. Airport departures: h.13:00 and h. 19:00 local time;
  - Treviso Int. Airport departures: h.14:30 and 18:00 local time;
  - Venice/Mestre Railway Station dep. : h: 13:30 and 18:00 local time;if requested through the Admin form (check arrangements with MNCG Protocol Office [protocol@cimicgs.nato.int](mailto:protocol@cimicgs.nato.int)).
- Daily Shuttle service from Hotels to the Course premises is provided by MNCG during the course (see para 15)

### 15. Accommodation:

- **Hotel booking remains a student responsibility.** MNCG Protocol Office ([protocol@cimicgs.nato.int](mailto:protocol@cimicgs.nato.int)) can assist in the process, providing a list of Hotels which grant special fares to MNCG students. **A list of Hotels connected with the course premises by a free daily transportation will be provided in due time.**
- Italian military personnel will be accommodated in Barracks Students' quarters unless differently requested.

### 16. Dress code :

- Service dress / BDU for military personnel, casual dress for civilians.
- On the last day, military personnel are allowed to attend the course in civilian clothes to facilitate departure procedures.

### 17. Meals:

Students may purchase full meals at the Italian military mess at a price of around 6,5 Euros per meal or buy a snack at the military club.

### 18. Security:

- The Course content is "Non Sensitive information releasable to the public";
- Mobile phones are allowed in the compound, switched off/silenced in classrooms,
- Photography is strictly forbidden unless previously agreed with Course Director;
- Briefcases are permitted but should never be left unattended.

### 19. Visa Requirements :

Every participant is required to check with his/her Ministry of Foreign Affairs whether he/she needs a visa for entering Italy. No invitation letter can be provided by this HQs.

### 20. Dependants' Programme :

N/A

### 21. Gym

The gym is accessible for students on working days from 12:00 to 13:00 & from 16:30 to 18:30 with your student badge. Please bring your own towel when using the fully equipped gym. It is possible to change and shower.

### 22. Medical Assistance :

- Medical Assistance is granted free of charge for EU nationals through the European Health Insurance Card or E 111 form (contact your National Health Service).
- Non EU Citizens are advised to stipulate a Medical insurance for the whole period.

(\*) Functional Specialists (FS) are military or civilian personnel with an expertise in different fields such as: Civil Administration, Civil Infrastructure, Humanitarian Affairs, Economy & Commerce, and Cultural Affairs.

(\*\*) MNCG contributing Nations are: GREECE, HUNGARY, ITALY, ROMANIA, PORTUGAL & SLOVENIA.