



Sändlista

Your reference

Your date

Your designation

Our reference

Per Olof Saelen, per-olof.saelen@mil.se

Our previous date

Our previous designation

**INVITATION to apply for UNCIVSOC 1 2017 and
UNCIVSOC 2 2017****Reply before
01-03-17****1. BACKGROUND**

Swedish Armed Forces International Centre (SWEDINT) conducts several courses each year for personnel bound for Peace Operations (PSO). Categories include Military Civilian and Police personnel.

The United Nations Civilian Staff Officer Course (UNCIVSOC), is conducted at two times 2017 with the maximum amount of 20 students. The course aims at civilian students representing the United Nations, National Administrations, International and Non Governmental Organizations or individuals with a special interest in the course concept. The course is also optional to student's representing the military and Police without any restrictions on ranks. The UNCIVSOC is conducted in close relationship with SWEDINT United Nations Staff Officer Course (UNSOC), the Swedish police force United Nations Police Commanders Training (UNPCT) and the Folke Bernadotte Academy (FBA) which gives a great learning environment on the United Nations multidimensional and integrated concepts.

(PSA)

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SE-196 85 Kungsängen
SWEDEN

Visiting Address
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+46 8 584 540 00

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exp-lg@mil.se
www.forsvarsmakten.se/livgardet



2. COURSE PURPOSE

The spirit of the objective is to generate knowledge about how a modern United Nations mission is built and how it cooperate its actions with the humanitarian and development bodies of the United Nations presence in a conflict area. The center of gravity will be given to create an understanding on what the multidimensional and integrated concepts means so that the student will be able to effectively contribute to the United Nations operational programs.

The course is based on United Nations Department of Peacekeeping and Department of Field Support (DPKO/DFS) steering policy documents, training modules and directives.

3. EXECUTION

a. Concept of Course

The course will be conducted at SWEDINT's locations and the UNCIVSOC consists of 4 building blocks; (1) General Orientations (2) Virtual Reality Exercise (3) Syndicate works (4) Integrated Staff Exercise (INSTEX)

b. Overall Aim

After completion of the course, the student shall be able to understand how a modern United Nations field mission is organized to be able to implement the mandate given from the Security Council and to meet challenges from conflicts and complex emergencies of today.

c. Learning objectives

The student shall be able to:

- Given the relevant course documents, analyse a conflict scenario using the UN Civil affairs analyses method.
- Given the relevant course documents, explain how a modern mulit dimensional integrated UN field mission is organized.
- Given the relevant course documents, explain the Civilian , Military, and Police components roles and responsibilities.
- Given the relevant course documents, explain the UN country teams function and how they integrate into a modern multidimensional integrated UN field mission.
- Given the relevant course documents, how a UN field Mission implements a mandate from UN Security Council



The learning objectives are met through a combination of the following topics:

- a) An insight to the fictive scenario set up
- b) Planning based on forming main objectives
- c) Civil planning based on forming work plans for different “desk responsibilities” such as Human Rights, Civil Affairs and Protection of Civilians (INSTEX)
- d) Participating in “Integrated planning process” on DDR (INSTEX)
- e) Participating in closing discuss how to make a conflict analysis
- f) Introduction to the United Nations with focus on main principles and peace and security activities
- g) How to work within the civilian component
- h) Cooperation and coordination with the military component
- i) Cooperation and coordination with the Police component
- j) How to plan and conduct elections
- k) The gender perspective in United Nations operations
- l) To understand the work of the Office for Coordination of Humanitarian Affairs (OCHA) and the relations between the Multidimensional Mission and the Country Team
- m) Meeting techniques
- n) Meeting exercise based on a virtual simulation with live role players
- o) Basic understanding of multidimensionality by participation in syndicate work together with the UNSOC and the UNPCC.
- p) Theoretical class on Protection of Civilians
- q) Theoretical class on Human rights, Rule of Law and International Humanitarian Law
- r) Theoretical class on Security Sector Reform (SSR)
- s) Theoretical class on Disarmament, Demobilisation and Reintegration (DDR)
- t) Introduction to civil planning process
- u) Practical performance of individual conflict analysis based on a fictive scenario

An adapted student’s individual quiz will be conducted at the end of the course. This in order to valid how well the course set up has been supporting the student’s while reaching towards the learning objectives.

d. Student Criteria

To be eligible to attend UNCIVSOC course nominees must fulfil the following criteria:

1. Be in active service within the nationally administration civilian staff or in active civilian service in on going United Nations, African Union, European Union or NATO field missions.
2. Be representatives from International, Governmental and Non-Governmental Organisations.
3. Be military- and police officers, with specific interest in the line of subjects.



4. Be an individual civilian servant with a specific interest in the line of subjects.
5. Language proficiency: Students have to fulfil the proficiency standards in English, Language testing (if required) is a national responsibility and no additional training or translation will be provided.
The NATO STANAG 6001 can be used as an example of the language proficiency that is needed:
Listening Good (3), Speaking Fair (2), Reading Good (3) and Writing Fair (2)
6. Basic knowledge of computer handling is required.

e. Security Clearance

UNCLASSIFIED.

f. Length of Course

UNCIVSOC 1

Two weeks from 1 May – 12 May 2017

UNCIVSOC 2

Two weeks from 20 November – 1 December 2017

One mandatory weekend arrangement is planned.

4. ADMINISTRATION

a. Student Application

Student applications should be sent to SWEDINT **NO LATER THAN**

UNCIV SOC 1

1 March 2017

UNCIVSOC 2

23 September 2017

Nominations received later will however be considered, if space is available. The application form and CV are to be found at: www.mil.se/swedint. The application form, authorised and signed by the national authority/POC, has to be sent together with the CV to SWEDINT via e-mail, mail or fax.

It is important that the invitation itself reaches the student since it contains information that he/she needs. An Internet connection is also required for the student in order to access documents that SWEDINT provides on the home page before the course starts, such as course curriculum, timetable, welcome letter, application form etc.

**b. Point of Contact (POC)**

In the application form the student should report a national point of contact (POC). The POC should be the Commander/ Branch that authorises him/her to attend the course.

c. Selection

If a nation has more students applying than slots available on the course, it is up to the applying nation to prioritize among its nominees. If this is not done, SWEDINT, will select the students it deems most qualified.

If the nation is interested in sending a student to the course but do not initially have a name of the officer in question the nation can get a preliminary place at the course in order to get the selection process going.

d. Course fee

Salaries, allowances and travel costs is to be paid by national authorities of the sending nation in accordance with national regulations.

The course fee is SEK 12 000/student. This includes board and lodging, and transfer from and to Arlanda/Bromma Airport in Stockholm/Sweden.

Information concerning payment and whether **your nominee** has been admitted to the course or not will be sent to you as soon as the procedure regarding applications is finalized, 4-6 weeks prior to the course start.

Regarding subsidy, please see next section.

NORDEFECO students pay according to each nation's administrative regulations and according to the NORDEFECO agreement.

Swedish Armed Forces students pay according to the normal administrative regulations for domestic courses.

e. Subsidies

Subsidized student slots are available for nations upon special request by the nominating nations and decided on a case-by-case basis by the Swedish ministry of foreign affairs (MFA). It is important that the student fill in if he/she is interested or not in subsidies. If no mark is found in the application form SWEDINT will assume that no subsidies are requested. The application should be sent to SWEDINT. Information about whether subsidy is granted or not will be given in the letter of admission that is sent out 4-6 weeks prior to the course start.

**f. Accommodation**

Single room accommodation is arranged for all course participants through SWEDINT at the Life Guards student hotel which is situated within the garrison.

g. Dress code

Students have to bring representative clothes for the closing dinner and Physical Training (as well as civilian clothes for Swedish winter/spring conditions). Dress code during day time is smart casual. Military and Police students have to bring their best uniform, daily dress (or combat uniform). Laundry possibilities are available within the student's hotel.

5. CONTACT AND APPLICATION**a. POC****Administration**

Course admin. Office

+46 8 584 526 22/23/24/25

Logistic

Course Adjutant

+46 8 584 526 32/33

Other questions

Course Director

Mj Per-Olof Saelen.

Phone: +46 8 584 526 67

E-Mail: swedint@mil.se

b. Application procedure

The application form can be found on the Internet at www.mil.se/swedint.

Click on **Courses at SWEDINT and How to apply** in the menu to the left and then look for Application form and CV under Related Documents to the right.

When the application form and CV has been filled in, authorised and signed by the national authority/POC, it should be sent to SWEDINT. The course admin office will reply that they have received the application. This reply does not mean that the student has a place at the course, only that the admin office has received the application.

The POC/Student will be notified at the latest between 4-6 weeks before the course starts whether or not the nominated student is admitted to the course. If admitted to the course, the POC/Student will receive a *Letter of Admission*, indicating further details of the course, and how to retrieve the pre-course info for the specific course on the SWEDINT website. A copy of the Letter of admission will also be sent to the nation's embassy in Sweden as well as to the Swedish Embassy in the applying country.

c. Application address

Address to be used for Student Applications is as follows:

LG/SWEDINT International Centre
Course Admin office
SE-196 85 Kungsängen
SWEDEN

Or using FAX: +46 8 584 526 20

Email: swedint@mil.se

Birger, Håkan

COS SWEDINT/NCGM

Handlingen är fastställd i Försvarmaktens elektroniska dokument- och ärendehanteringssystem.

Mailing list

Danish Armed Forces Operational Command, Denmark
Danish Defence Personnel Organisation, NATO & INTOPS
Branch, Denmark
Finnish Joint Forces Command, J1/J7, PO Box 919, FI-00131
HELSINKI, Finland
Finnish Army Command, G1, PO Box 145, FI-50101
MIKKELI, Finland
Finnish Defence Forces International Centre, FINCENT,
Finland
Norwegian Defence Personnel Agency, Norway
Norwegian Defence International Centre, NODEFIC, Norway

Embassy of Afghanistan (Norway)
Embassy of Albania (Sweden)
Embassy of Algeria (Sweden)
Embassy of Angola (Sweden)
Embassy of Argentina (Sweden)
Embassy of Armenia (Armenia)
Embassy of Australia (Sweden)
Embassy of Austria (Sweden)
Embassy of Azerbaijan (UK)
Embassy of Bahrain (UK)
Embassy of Bangladesh (Sweden)
Embassy of Barbados (UK)

Embassy of Costa Rica (Norway)
Embassy of Côte d'Ivoire (Denmark)
Embassy of Croatia (Sweden)
Embassy of Cyprus (Sweden)
Embassy of the Czech Republic (Sweden)
Embassy of Denmark (Sweden)
Embassy of the Dominican Republic (Sweden)
Embassy of Ecuador (Sweden)
Embassy of Egypt (Sweden)
Embassy of El Salvador (Sweden)
Embassy of Eritrea (Sweden)
Embassy of Estonia (Sweden)
Embassy of France (Sweden)
Embassy of Fiji (UK)
Embassy of Finland (Sweden)
Embassy of the Gabonese Republic (Germany)
Embassy of the Gambia (UK)
Embassy of Georgia (Sweden)
Embassy of Germany (Sweden)
Embassy of Ghana (Denmark)
Embassy of Greece (Sweden)
Embassy of Guatemala (Sweden)
Embassy of Guinea (Germany)
Embassy of Honduras (Sweden)
Embassy of Hungary (Sweden)
Embassy of India (Sweden)
Embassy of Indonesia (Sweden)
Embassy of Iran (Sweden)

Embassy of Belarus (Sweden)	Embassy of Iraq (Sweden)
Embassy of Belgium (Sweden)	Embassy of Ireland (Sweden)
Embassy of Benin (Denmark)	Embassy of Israel (Sweden)
Embassy of Bhutan (Switzerland)	Embassy of Malta (Denmark)
Embassy of Bolivia (Sweden)	Embassy of Italy (Sweden)
Embassy of Bosnia and Herzegovina (Sweden)	Embassy of Jamaica (UK)
Embassy of Botswana (Sweden)	Embassy of Japan (Sweden)
Embassy of Brazil (Sweden)	Embassy of Jordan (Germany)
Embassy of Bulgaria (Sweden)	Embassy of Kazakhstan (UK)
Embassy of Burundi (Germany)	Embassy of Kenya (Sweden)
Embassy of Cambodia (UK)	Embassy of the Republic of Korea (Sweden)
Embassy of Cameroon (UK)	Embassy of Kuwait (Sweden)
Embassy of Canada (Sweden)	Embassy of Kyrgyzstan (Germany)
Embassy of Cape Verde (Austria)	Embassy of Laos (Sweden)
Embassy of Central African Republic (Belgium)	Embassy of Latvia (Sweden)
Embassy of Chile (Sweden)	Embassy of Lebanon (Sweden)
Embassy of China (Sweden)	Embassy of Liberia (Germany)
Embassy of Colombia (Sweden)	Embassy of Libya (Sweden)
Embassy of the Republic of the Congo (Sweden)	Embassy of Saudi Arabia (Sweden)
Embassy of the Democratic Republic of Congo (Sweden)	Embassy of Senegal (UK)
Embassy of Lithuania (Sweden)	Embassy of Serbia (Sweden)
Embassy of the Grand Duchy of Luxembourg (Denmark)	Embassy of Sierra Leone (UK)
Embassy of Macedonia* (Sweden)	Embassy of Singapore (Singapore)
Embassy of the Republic of Malawi (UK)	Embassy of Slovakia (Sweden)
Embassy of Malaysia (Sweden)	Embassy of Slovenia (Sweden)
Embassy of the Republic of Mali (Germany)	Embassy of South Africa (Sweden)
Embassy of Malta (Denmark)	Embassy of Spain (Sweden)
Embassy of Mexico (Sweden)	Embassy of Sri Lanka (Sweden)
Embassy of the Republic of Moldova (Sweden)	Embassy of the Republic of the Sudan (Sweden)
Embassy of Mongolia (Belgium)	Embassy of Swaziland (UK)
Embassy of Montenegro (Montenegro)	Embassy of Switzerland (Sweden)
Embassy of Morocco (Sweden)	Embassy of Syria (Sweden)
Embassy of Mozambique (Sweden)	Embassy of Tajikistan (Tajikistan)
Embassy of Namibia (Sweden)	Embassy of Tanzania (Sweden)
Embassy of Nepal (UK)	Embassy of Thailand (Sweden)
Embassy of The Nederland's (Norway)	Embassy of Togo (Germany)
Embassy of Norway (Sweden)	Embassy of Trinidad and Tobago (UK)
Embassy of New Zealand (The Nederland's)	Embassy of Tunisia (Sweden)
Embassy of Nicaragua (Sweden)	Embassy of Turkey (Sweden)
Embassy of Niger (Germany)	Embassy of Turkmenistan (Turkmenistan)
Embassy of Nigeria (Sweden)	Embassy of Uganda (Denmark)
Embassy of the Sultanate of Oman (Germany)	Embassy of Ukraine (Sweden)
Embassy of Pakistan (Sweden)	Embassy of the United Arab Emirates (Sweden)
Embassy of Paraguay (UK)	Embassy of the United Kingdom (Sweden)
Embassy of Peru (Sweden)	Embassy of the United States (Sweden)
Embassy of The Philippines (Sweden)	Embassy of Uruguay (Sweden)
Embassy of Poland (Sweden)	Embassy of Venezuela (Sweden)
Embassy of Portugal (Sweden)	Embassy of Vietnam (Sweden)
Embassy of Qatar (UK)	Embassy of Yemen (The Nederland's)
Embassy of Romania (Sweden)	Embassy of Zambia (Sweden)
Embassy of the Republic of Rwanda (UK)	

* Former Yugoslav Republic of Macedonia (FYROM)

Permanent Mission of Sweden to the UN, New York, USA

SWE PLT for distribution to SHAPE and other PLT and NMRs.
Distribution via E-mail to: henry.bengtsson@mcd.pims.org
(For courses announced in i ePRIME).

Info

Ministry of Foreign Affairs, Sweden
Ministry of Defence, Sweden

Swedish Armed Forces HQ

- Attn: - Supreme Commander's Staff,
NordSam
(LEDS PLANEK NORDSAM)
- Attn: - Supreme Commander's Staff,
International Department (LEDS INT)
- Attn: - COS Operations, J0-J9,
LCC, ACC, MCC
- Attn: - COS Armed Forces Training &
Procurement (Training)
(PROD GEN)
- Attn: - Personnel Staff, Personnel Manning
(PERSS KOMPUTV)
Birgit Larsson (ePRIME)

Norrbottn regiment (I 19)
Life Regiment Hussars (K 3)
Skaraborg Regiment (P 4)
South Skåne Regiment (P 7)
Artillery Regiment (A 9)
Air Defence Regiment (Lv 6)
Göta Engineers (Ing 2)
Armed Forces Command and Control Regiment (LedR)
Logistic Regiment (TrängR)
1st Submarine Flotilla (1. ubflj)
3rd Naval Warfare Flotilla (3. sjöstriflj)
4th Naval Warfare Flotilla (4. sjöstriflj)
1st Marine Regiment (Amf 1)
Naval Base (Marin B)
Skaraborg Wing (F 7)
Blekinge Wing (F 17)
Norrbottn Wing (F 21)
Armed Forces Helicopter Wing (Hkpflj)
Armed Forces Logistic (FMLOG)
Armed Forces Network and Telecommunications Unit (FMTM)
Military Academy Karlberg (MHS K)
Military Academy Halmstad (MHS H)
Land Warfare Centre (MSS)
Naval Warfare Centre (SSS)
Air Combat Training School (LSS)
The National Home Guard Combat School (HvSS)
The Armed Forces Technical School (FMTS)
Swedish EOD and Demining Centre (Swedec)
National CBRN Defence Centre (SkyddC)
Armed Forces Intelligence and Security Centre (FMUndSäkC)



Armed Forces HR-Centre (FMHRC)
Armed Forces Centre for Defence Medicine (FömedC)
Swedish National Defence Collage (FHS)

Internal Life Guards

G 1 Life Guards

International Training Unit Life Guards

Internal SWEDINT

CO NCGM

OC SWEDINT STALOG S4

OC SWEDINT STALOG S5

OC SWEDINT CAPDEV

OC SWEDINT UNDEP

OC SWEDINT NED