



## Mailing List

Your reference

Your date

Your designation

Our reference

Our previous date

Our previous designation

SWEDINT

LTC Pål Straete, +46 73 3247472

pal.straete@mil.se

**Invitation to apply for the Comprehensive Operations  
Planning Course (COPC) at SWEDINT**

**Reply before  
08 March, 2019**

## 1. General

Swedish Armed Forces International Centre (SWEDINT), located outside Stockholm, Sweden, is a NATO Partnership Training and Education Centre (PTEC) and received Quality Assurance Unconditional Accreditation from NATO (ACT) Dec 2013 as the first PTEC ever. In 2019, we will again offer a NATO School Oberammergau (NSO) delivered COPC. In total 50 students will take part in the course, and SWEDINT is responsible for selecting 20 of these. Our priority is personnel from the Nordic Countries.

## 2. Course purpose

The course purpose for the Comprehensive Operations Planning Course (COPC) is to enable participants to function as either an operational level- or functional area planner in a joint operational HQ applying NATO's operations planning process.

## 3. Course date

06-17 May 2019.

(ABO)

Mailing Address

Livgardet

SE-196 85 Kungsängen

SWEDEN

Visiting Address

Granhammar

Telephone

+46 8 584 540 00

Fax

+46 8 584 540 80

E-mail, Internet

exp-lg@mil.se

www.forsvarsmakten.se/livgardet



## 4. Target Audience

Military officers (OF-3 through OF-5) or civilian equivalent assigned to NATO and/or national positions that involve planning of combined joint operations.

The COPC is open only for participants from NATO- and partner nations.

## 5. Learning objectives

- Given references, describe the main characteristics of NATO's operations planning system in accordance with MC 133.
- Given references, explain NATO's OPP strategic environment.
- Given references, apply the principles of operational art according to the COPD.
- Given references and scenario documents, produce courses of action.
- Given references, describe the main characteristics of the remaining phases of NATO's operations planning process in accordance with the COPD.

## 6. Method

Under the leadership of the lead facilitator and supported by a group of component liaison officers and functional area subject matter experts, this demanding and dynamic two-week course simulates a joint operational-level planning group.

The curriculum is comprised of multiple short lectures, followed by practical exercises in sub-syndicates and back-briefs in syndicates. Both weeks culminate in formal briefs to a senior mentor who performs the role of a joint commander.

The COPC is delivered by NATO School Oberammergau (NSO).

## 7. References

NATO Allied Command Operations Comprehensive Operations Planning Directive COPD.

## 8. Student assessment

A student assessment will be conducted by the lead facilitators throughout the course. Student performance will be assessed based on participation and contribution during the various practical applications of theoretical knowledge. Work produced and briefings by syndicates will be used to measure achievement of the learning objectives. The participants are required to take part in all seminars, lectures and syndicate work.



## 9. Language proficiency

Students must be in command of English as described in NATO standardization agreement (STANAG) 6001<sup>1</sup>:

Listening: Professional (3), Speaking: Functional (2), Reading: Professional (3), Writing: Functional (2).

## 10. Computer skills

Basic computer skills are necessary. SWEDINT training and information management relies heavily on our computer information system.

## 11. Security classification

NATO RESTRICTED

Partner nation students are required to obtain Non-Nato Entity (NNE) approval and sign Letters of Acknowledgement in order to receive information up to NATO RESTRICTED during course introduction.

All students will bring a copy of their NATO- and/or national security clearance on arrival. If a student fail to present a valid security clearance, repatriation at own costs will apply.

## 12. Course code

EAPC/ePRIME ref: ACT.436.  
ETOC ref: JPL-OP-3555.

## 13. SWEDINT policy on personal data

In order to have a seat on a course at SWEDINT you will be asked to provide personal data. In doing so you are also giving your consent to the processing and storing of your personal data for official use at SWEDINT. You will also be expected to clearly state to SWEDINT staff if you have any objections against appearing on course photos or have your data in course address lists etc.

## 14. Administration

### a. Student Application

Student applications should be sent to SWEDINT NLT 08 March, 2019. The application form and personal CV will be found at [www.mil.se/swedint](http://www.mil.se/swedint).

<sup>1</sup> STANAG 6001 can be found at [www.natobilc.org](http://www.natobilc.org). SWEDINT acknowledges that this standard may not apply to non-NATO states. It is however a reasonably good way of describing language skills.



*The application form, authorized and signed by the national authority/POC, has to be sent together with the CV to SWEDINT via e-mail, mail or fax.*

#### **b. Important information to national administrators etc**

It is important that the invitation itself reaches the student intended to participate in the course since it contains information that he/she needs in the application process.

#### **c. Internet access before the course**

Prior to joining the course at SWEDINT students will need access to internet in order to access documents that SWEDINT provides on its web page before the course starts, such as course curriculum, schedule, welcome letter, application form etc.

#### **d. 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 approves the application.

#### **e. Student selection**

If demand is higher than available seats SWEDINT will select the students it deems most qualified.

#### **f. Code of Conduct**

SWEDINT places high demands on personal behaviour and respect for others regardless of religion, ethnicity, gender or sexual orientation. The SWEDINT Code of Conduct is available for all to read on the students' network at SWEDINT. In case of violations of these simple rules SWEDINT reserves the right to exclude the student from the course leading to immediate repatriation.

#### **g. Transportation**

Students are required to make own arrangements for transportation to SWEDINT when arriving to SWEDEN.



#### **h. Tuition fees**

The tuition fee is EUR 900.-

The tuition fee includes a closing dinner and return transfer after the course ending from SWEDINT to Stockholm Arlanda International Airport (ARN) or Stockholm Bromma Airport (BMA) in Stockholm, Sweden.

Please note that there will not be any pick-up transfer upon arrival to Sweden, participants are required to arrange their own transport means from the arrival airport to SWEDINT.

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, approx. 4-6 weeks prior to the course start.

#### **i. Accommodation/meals**

Single room accommodation is available for all course participants through SWEDINT at the Life Guards student accommodation which is located within the military compound. The price is SEK799 a night.

Breakfast is included in price for Life Guards student accommodation. Lunch and dinner is offered in the mess hall for SEK 89 for each meal.

For students who prefer to be accommodated in hotels outside the Life Guards transportation will not be arranged by SWEDINT, and a rental car is recommended.



## j. Dress code

Working dress / Battle dress is to be worn during daytime and ice breaker. Casual civilian clothes are to be worn during Closing Dinner.

*Note: You are also requested to bring necessary items for physical training, civilian clothes for off-duty hours, raincoat and warm clothes.*

## 15. CONTACT AND APPLICATION

### a. POC

#### *Administration*

Ms Christine Kurzeja

Phone: +46 8 584 526 24

#### *Logistics*

CSgt Jonas Hjälte

Phone: 46 8 584 521 12

#### *Other questions*

OIC NED

LTC Pål Straete (NOR-A)

Mobile: +46 73 324 74 72

E-Mail: [pal.straete@mil.se](mailto:pal.straete@mil.se)

### b. Application procedure

The application form can be found on the Internet at [www.mil.se/swedint](http://www.mil.se/swedint).

Click on **Courses at SWEDINT and How to apply** and then look for Application form and CV under Related Documents. When the application form and CV has been filled in, authorized and signed by the national authority/POC, it should be sent to SWEDINT.

The course admin office will confirm receipt of the application. This does not mean that the student has been admitted to the course, it only confirms 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**

Application forms are to be forwarded either by mail, fax or email to:

***Postal address***

LG/SWEDINT  
NATO and EU Department  
SE-196 85 KUNGSÄNGEN  
Sweden

***Fax***

+46 8 584 526 20

***Email***

[swedint@mil.se](mailto:swedint@mil.se)

**Nilsson, Ronny**

CO SWEDINT

*Handlingen är fastställd i Försvarsmaktens elektroniska dokument- och ärendehanteringssystem.*



## Mailing list

Danish Armed Forces Operational Command, Denmark  
 Danish Defence Personnel Organisation, NATO & INTOPS Branch, Denmark  
 Finnish Defence Command, J7, PO Box 919, FI-00131 HELSINKI, Finland  
 Finnish Army Command, G7, PO Box 145, FI-50101, MIKKELI, Finland  
 Finnish Navy Command, M7, PO Box 58, FI-20811, TURKU, Finland  
 Finnish Air Force Command, A7, PO Box 30, FI-41161, TIKKAKOSKI, Finland  
 Finnish National Defence University (FINCENT), PO Box 7, FI-00861, Finland  
 Norwegian Defence Personnel Agency, Norway  
 Norwegian Defence International Centre, NODEFIC, Norway

SWE PLT for distribution to SHAPE and other PLT and NMRs.  
 Distribution via E-mail to: [jarl.franzen@shape.nato.int](mailto:jarl.franzen@shape.nato.int)  
 (For courses announced in i ePRIME).

Partner Nation Liaison Representative (PNLR), NATO HQ SACT  
 Foreign Liaison Officer (FLO), US Joint Chiefs of Staff (JCS) J6

Distribution via E-mail: [hans.granlund@act.nato.int](mailto:hans.granlund@act.nato.int)  
 NATO HQ SACT. JETE TREX, OPR Partners via E-mail:  
[mikael.johnsson@act.nato.int](mailto:mikael.johnsson@act.nato.int)  
 JCS J7 MN/ACT via E-mail: [karl.p.krohn.fm@mail.mil](mailto:karl.p.krohn.fm@mail.mil)

## Info

Ministry of Foreign Affairs, Sweden  
 Ministry of Defence, Sweden

Swedish Armed Forces HQ	Attn:	- Defence Staff, International Relations Section LEDS INRI IR
	Attn:	- COS Operations, J1-J9, LCC, ACC, MCC
	Attn:	- Armed Forces Training & Development Staff Management Department (PROD GEN)
	Attn:	- Recruitment, Training & Evaluation Department (PROD UTB)

Military Academy Karlberg (MHS K) Attn: Gisela Nilsson FMUE (ePRIME)

Norrbottn regiment (I 19)  
 Life Regiment Hussars (K 3)  
 Skaraborg Regiment (P 4)  
 South Skåne Regiment (P 7)  
 Gotland Regiment (P 18)  
 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)  
3<sup>rd</sup> Naval Warfare Flotilla (3. sjöstriflj)  
4<sup>th</sup> Naval Warfare Flotilla (4. sjöstriflj)  
1<sup>st</sup> Marine Regiment (Amf 1)  
Naval Base (Marin B)  
Skaraborg Wing (F 7)  
Blekinge Wing (F 17)  
Norrbotten 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)

## **Internal Life Guards**

COS Life Guards  
G1 Life Guards  
International Training Unit Life Guards

## Internal SWEDINT

CO Nordic Centre for Gender in Military Operations  
OIC UNDEP  
OIC CAPDEV