



Date
15 May 2013

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Our reference

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Correction of e-mail address for notification of attendance and a humble reminder of invitation.

**INVITATION to
Flag Officer Seminar on Gender Perspectives in operations
17th June – 18th June 2013
at National Defence College, Stockholm, SWEDEN**

1. BACKGROUND

The Nordic Centre for Gender in Military Operations (NCGM) at SWEDINT serves as a platform for knowledge and experience regarding gender perspectives in military operations. The centre has been conducting international courses and training at SWEDINT as well as seminars for flag officers and commanding officers since 2008. The aim is to spread knowledge of how to implement UNSCR 1325 and related resolutions into military operations in order to increase the operational effect on all levels.

In February 2013 NCGM was appointed Department Head for all NATO-led curricula concerning gender related to education and training.

2. SEMINAR PURPOSE

The two day seminar for Flag Officers will focus on how to work with gender perspectives in a military and security environment and how it will contribute to achieve the overall political, military strategic and operational objectives.

In order to achieve a long term solution on gender implementation in security operations the seminar will present several highly respected guests and lecturers, who will share their experience, Best Practice and Lessons Learned with you. The seminar will also address in what way a military component of the strategic and operational environment is part of the solution.

The main purpose of the seminar is to increase the knowledge of how gender can be integrated into the daily tasks at tactical level, as well as in operational planning, execution and evaluation at strategic and operational level. This will be presented by using the



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comprehensive approach as a method to fully integrate gender perspectives into military operations.

3. EXECUTION

a. Concept of the Seminar

The Flag Officer Seminar will be conducted on the 17th to the 18th of June 2013. The seminar will start at 11.00 am on Monday the 17th at the National Defence College, in central Stockholm, and is expected to finish at 15.00 pm on Tuesday the 18th.

The Seminar will be conducted through; Round table discussions, lectures and exchange of experiences between Flag Officers, Commanders, Gender Advisers and invited Subject Matter Experts regarding how to integrate a Gender Perspective to the operational work.

b. Overall Aim

To share experience, Best Practices and Lessons Learned regarding the implementation of UNSCR 1325 and related resolutions in the military operational planning, execution and evaluation process.

c. Objectives

After the two day Flag Officer Seminar, the participants should have gained:

- Wide-ranging knowledge about gender related documents, policies, guidelines and directives relevant for the military task.
- Understanding of how gender is used as an operational tool and a force multiplier.
- Ability to use a gender integrated comprehensive approach on how to cooperate with civilian, humanitarian, military and other security actors.

d. Participant Criteria

Participants must be prepared to take active part in the lectures and discussions, which will be conducted in English.

Rank: OF 6 – OF9 (Ambassador and Senior Civilian Representation)

e. Security Clearance

Security clearance will not be needed since the seminar is UNCLASSIFIED.



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4. ADMINISTRATION

a. Point of Contact (POC)

Administration and other questions

Administration

Seminar Administrator

Katarina Hammar

+46 8 584 526 32

Email: swedint-gender-centre-lg@mil.se

Logistic

Seminar Adjutant

+46 8 584 543 04

+46 70 636 59 20

Seminar OPR

Seminar Director

Linda Johansson

Phone: +46 8 584 52663

Mobile: +46 709 649 579

Nordic Centre for Gender in Military Operations

b. Request for visit, RFV

All foreign visitors to Swedish Armed Forces must send in the form "Request for visit", (RFV) before arriving to Sweden. You will find the form attached with the invitation letter.

The RFV must be completed and sent to your defence attaché accredited to Sweden. The attaché will forward the RFV to Swedish Armed Forces International Protocol. If your nation does not have a defence attaché in Sweden the RFV will be sent to your embassy.

PLEASE be aware that your RFV must have reached the Swedish Armed Forces HQ Protocol NLT 21 days before your arrival to Sweden.



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c. Transportation

Seminar participants will be responsible to provide their own transport to Sweden and to the National Defence College at Drottning Kristinasväg 37, Stockholm.

d. Accommodation

Hotel Riddargatan in the center of Stockholm has rooms reserved for the “Flag Officer Seminar” and available for rent. For this booking we need you to confirm a reservation NLT 15MAY13 to Email: swedint-gender-centre-lg@mil.se

After the 15th of May it is participants own responsibility to arrange suitable accommodation. There are several hotels of good standard located nearby the National Defence College.

Point of contact Hotel:

e. Dress code

Military participants wear their service dress during the seminar and jacket and tie for dinner (civilian or military).

Civilian participants wear jacket and tie for dinner.

f. Food and Dinner

Lunch, coffee and dinner will be free of charge on the 17th and 18th of June.

Any special requirements regarding food, allergies or other information of great importance must be informed together with your notification of attendance.

Dinner with seminar participants, lecturers and Gender Field Advisors the 17th of June will be served at the Officer Mess at K1, Cavalry Regiment building, Lidingövägen 24, Stockholm.

g. Miscellaneous

Please visit SWEDINT's webpage if you want to have further information regarding SWEDINT and the Swedish National Defence College (FHS) location, facilities and activities.

www.forsvarmakten.se/swedint
www.fhs.se



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5. NOTIFICATION FOR ATTENDANCE

a. Last date for notification

All participants must send their notification for attendance to SWEDINT on given address no later than the 31st of May 2013 together with your CV and specific requirements if any.

b. Reply to address

Mail:

LG/SWEDINT
Nordic Centre for Gender in Military Operations
19685 Kungsängen
SWEDEN

FAX: +46 8 584 526 20

Email: swedint-gender-centre-lg@mil.se

Kind regards,

COL Lena Persson-Herlitz
CO Swedish Armed Forces International Centre



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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

NATO Nations

Embassy of Albania (Sweden)
Embassy of Embassy of Belgium (Sweden)
Embassy of Bulgaria (Sweden)
Embassy of Canada (Sweden)
Embassy of Croatia (Sweden)
Embassy of the Czech Republic (Sweden)
Embassy of Denmark (Sweden)
Embassy of Estonia (Sweden)
Embassy of France (Sweden)
Embassy of Germany (Sweden)
Embassy of Greece (Sweden)
Embassy of Hungary (Sweden)
Embassy of Iceland (Sweden)
Embassy of Italy (Sweden)
Embassy of Latvia (Sweden)
Embassy of Lithuania (Sweden)
Embassy of Luxembourg (Denmark)
Embassy of The Nederland's (Norway)
Embassy of Norway (Sweden)
Embassy of Poland (Sweden)
Embassy of Portugal (Sweden)
Embassy of Romania (Sweden)
Embassy of Slovakia (Sweden)
Embassy of Slovenia (Sweden)
Embassy of Spain (Sweden)
Embassy of Turkey (Sweden)
Embassy of the United Kingdom (Sweden)
Embassy of the United States (Sweden)



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EAPC- and PfP-Partner Nations

Embassy of Armenia (Armenia)
Embassy of Austria (Sweden)
Embassy of Azerbaijan (UK)
Embassy of Belarus (Sweden)
Embassy of Bosnia-Herzegovina (Sweden)
Embassy of Finland (Sweden)
Embassy of Georgia (Sweden)
Embassy of Ireland (Sweden)
Embassy of Kazakhstan (UK)
Embassy of Kyrgyzstan (Germany)
Embassy of Macedonia* (Sweden)
Embassy of Moldova (Germany)
Embassy of Montenegro (Montenegro)
Embassy of Russia (Sweden)
Embassy of Serbia (Sweden)
Embassy of Switzerland (Sweden)
Embassy of Tajikistan (Tajikistan)
Embassy of Turkmenistan (Turkmenistan)
Embassy of Ukraine (Sweden)

* Former Yugoslav Republic of Macedonia (FYROM)

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

Info

Ministry of Foreign Affairs, Sweden
Ministry of Defence, Sweden

Internal SWEDINT

CO Nordic Centre for Gender in Military Operations
OC Plans
OC Academics
OC PSO
OC PSO GF
OC Admin/Support