



Address list

Your reference

Your date

Your designation

Our reference

Our previous date

Our previous designation

Artur Armstrong, +46 8 584 52651
artur.armstrong@mil.se

INVITATION to apply for United Nations Staff Officer Course (UNSOC) at Swedish Armed Forces International Centre (SWEDINT)

1. Course dates & total number of seats

The course will be conducted at SWEDINT: 07 – 25 November 2022. There will be a maximum of 48 students.

2. Course purpose

The overall purpose of the UNSOC is to support the pre-deployment training efforts of troop Contributing Countries (TCC) by providing UNDPO standards training and thus ensure a common military approach to work at Force- and Sector level Headquarters in UN peace keeping missions. The course complies with the United Nations Staff Officers Special Training Materials (SO STM). The UNSOC at SWEDINT is accredited by DPO, UNHQ.

3. Course iterations

The UNSOC is a twice yearly event and will be repeated in Spring 2023.

Mailing Address
Livgardet
SE-196 85 Kungsängen
SWEDEN

Visiting Address
Granhammar

Telephone
+46 8 584 540 00

Fax
+46 8 584 526 20

E-mail, Internet
swedint@mil.se
www.mil.se/swedint

4. Target Audience

The UNSOC is intended for military personnel selected by UN Member States to be deployed as military staff officers in a UN Peacekeeping operation (OF 2-5, with national staff training). Military staff officers are required to have completed their national basic military staff course.

5. Learning objectives

After the course, the student will be able to:

- Given the relevant documents and materials, as a staff officer apply the Military Planning Process (MPP) in a UN Force Headquarter or Sector Headquarter under normal operating conditions.
- Given the relevant documents and materials, explain in own words the need for cooperation between the military, civilian organisations or actors and police in the mission area.
- Given the relevant documents and materials, identify the planning requirements for preparation of plans for military operations contributing to protection of civilians.
- Given the relevant documents and materials, understand the need to include environmental management considerations into all aspects of military planning.

6. Method

UNSOC is a three-week course, consisting of lectures /syndicate discussions and map exercise partly together with United Nations Civilian Staff Officer Course (UNCIVSOC) and Police Staff Officers Course (POLSOC). During a final Integrated Staff Exercise (INSTEX), coordination and cooperation among different branches within the headquarters and with other partners in a multidimensional/integrated mission will be practiced by the students in a Force- or Sector Headquarters.

7. References

- Core Pre-deployment training materials, CPTM. (UN Peacekeeping Resources HUB¹)
- United Nations Specialised Training Materials for Staff Officers, SO STM. (UN Peacekeeping Resource HUB²)
- Protection of civilians: Implementing guidelines for military components of UN peacekeeping Missions, UN Guidelines (February 2015)
- UN DSS bSAFE online course.

¹ [www.http://research.un.org](http://research.un.org)

² Ibid

8. Student assessment

The participants will be assessed based on three activities: During the course participants are required to answer “UNSOC midcourse test” covering mainly CPTM and SO STM topics. Secondly participants are required to take active part in a syndicate seminar covering CPTM and SO STM topics. Finally participants are required to take an active part as a staff officer in the INSTEX. Based on the combined results participants are then assessed and graduated either with “Successfully completed” or “Participated”. A course certificate will be presented at the end of the course. *Take active part* means asking questions, presenting a stand point in debates and showing a willingness to explain it to fellow students and instructors.

9. Language proficiency

Students must be in command of English as described in NATO standardization agreement (STANAG) 6001³:

Listening Good (3), Speaking Fair (2), Reading Good (3), Writing Fair (2).

Language testing is a national responsibility.

No additional training or translation will be provided.

10. Computer skills

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

11. Security classification

The content of this course is: UNCLASSIFIED

12. Administration

a. Student Application

Student applications should be sent to SWEDINT *NLT 12 September 2022*. Nominations received later will however be considered, if space is available. The application will be found at: www.mil.se. *The application form, authorized and signed by the national authority/POC, has to be sent to SWEDINT via e-mail, mail or fax.*

³ STANAG 6001 can be found at www.natobjlc.org. SWEDINT acknowledges that this standard may not apply to non-NATO states. It is however a reasonably good way of describing language skills.

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 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 does not initially have a name of the officer in question the nation can get a preliminary seat at the course in order to get the selection process started.

f. Course fees

The course fee is 18000 SEK per student (excluding 25% VAT). 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, 5-6 weeks prior to the course start.

Regarding subsidies 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.

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

g. Subsidies

Subsidised student slots are available on request by the nominating nations and decided on a case-by-case basis by the Swedish Ministry for Foreign affairs (MFA). It is important that the student fills in if he/she is applying for a subsidized course seat. If the subsidy box is not checked in the application form SWEDINT will assume that no subsidies are required.

Information about whether subsidy is granted or not will be given in the letter of admission that is sent out 5-6 weeks prior to the course start.

h. Accommodation

Single room accommodation is arranged for all course participants through SWEDINT at the Guards Regiment student hotel which is located within the military base. Students may also be accommodated by SWEDINT in nearby hotels outside the regiment. In that case transportation will be arranged by SWEDINT.

i. Dress code

Students need to bring their best uniform, daily working dress, clothes for PT as well civilian clothes for Swedish winter conditions. Self-service laundry facilities are available within the student's hotel.

j. SWEDEN - visitor requirements

During this time of global pandemic, SWEDINT will at all times be guided by the specific visitor requirements outlined by the Swedish government at that time. Applicants are strongly advised that they will be expected to meet, and abide by, these requirements in terms of providing the necessary documents and certificates that may be required to enter and depart from the EU, and Sweden. This may include the need to complete a PCR test, or antibody test, to be able to depart from Sweden on the completion of the course. Any additional costs, where applicable, will be met by the student.

SWEDINT reserves the right to seek confirmation from selected students regarding the necessary travel certifications and other documentations that may be required by the Swedish government.

For more information concerning current rules and regulations regarding COVID-19 and travelling to Sweden, please visit the Swedish Police Authority's homepage:

<https://polisen.se/en/the-swedish-police/the-coronavirus-and-the-swedish-police/travel-to-and-from-sweden/>

13. CONTACT AND APPLICATION

a. POC

Administration and Logistics

Course Admin Office
+46 8 584 526 21/22/23/24/27

Other questions

Course Director
Artur Armstrong, Lt Col (Retd)
Phone: +46 8 584 52651
Mobile: +46 72-3880684
E-Mail: artur.armstrong@mil.se

b. Application procedure

The application form can be found on the Internet at www.mil.se. Click on **Courses at SWEDINT and How to apply** and then look for Application form under Related Documents. When the application form 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 and, if visa is required for entry to Sweden, a copy will be sent also to the Swedish Embassy (or representing embassy) in the applying country.

c. Application address

Address to be used for Student Applications is as follows:

Email: Swedint@mil.se

LG/SWEDINT
Course Admin office
196 85 Kungsängen
SWEDEN

Or using FAX: +46 8 584 526 20

Signed;



Dufberg, Gustaf

COMMANDANT SWEDINT

Handlingen är fastställd i Försvarsmaktens elektroniska dokument- och ärendehanteringssystem.

Mailing list

Defense Command Denmark, Denmark	Embassy of Costa Rica (Norway)
Danish Defense Personnel Organization, NATO & INTOPS	Embassy of Côte d'Ivoire (Denmark)
Branch, Denmark	Embassy of Croatia (Sweden)
Finnish Defense Command, J7, PO Box 919, FI-00131	Embassy of Cyprus (Sweden)
HELSINKI, Finland	Embassy of the Czech Republic (Sweden)
Finnish Army Command, G7, PO Box 145, FI-50101,	Embassy of Denmark (Sweden)
MIKKELI, Finland	Embassy of the Dominican Republic (Sweden)
Finnish Navy Command, M7, PO Box 58, FI-20811, TURKU,	Embassy of Ecuador (Sweden)
Finland	Embassy of Egypt (Sweden)
Finnish Airforce Command, A7, PO Box 30, FI-41161,	Embassy of El Salvador (Sweden)
TIKKAKOSKI, Finland	Embassy of Eritrea (Sweden)
Finnish National Defense University (FINCENT), PO Box 7,	Embassy of Estonia (Sweden)
FI-00861, Finland	Embassy of France (Sweden)
Norwegian Defense Personnel Agency, Norway	Embassy of Fiji (UK)
Norwegian Defense International Centre, NODEFIC, Norway	Embassy of Finland (Sweden)
Embassy of Afghanistan (Sweden)	Embassy of the Gabonese Republic (Germany)
Embassy of Albania (Sweden)	Embassy of the Gambia (UK)
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Embassy of Armenia (Armenia)	Embassy of Greece (Sweden)
Embassy of Australia (Sweden)	Embassy of Guatemala (Sweden)
Embassy of Austria (Sweden)	Embassy of Guinea (Germany)
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Embassy of Bahrain (UK)	Embassy of Hungary (Sweden)
Embassy of Bangladesh (Sweden)	Embassy of India (Sweden)
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Embassy of the United Kingdom (Sweden)
Embassy of the United States (Sweden)
Embassy of Uruguay (Sweden)
Embassy of Venezuela (Sweden)
Embassy of Vietnam (Sweden)
Embassy of Yemen (The Nederland's)
Embassy of Zambia (Sweden)
Permanent Mission of Sweden to the UN, New York, USA

SWE NMR for distribution to SHAPE and other PLT and NMR
Distribution via E-mail to:

nmswedenshapepnmr@shape.nato.int

(For courses announced in ePRIME).

Partner Nation Liaison Representative (PNLR) NATO HQ SACT
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8. Distribution via E-ma
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Info

Ministry of Foreign Affairs, Sweden
Ministry of Defense, Sweden
Swedish Armed Forces HQ
Attn: - Defense Staff
International Relations Section
LEDS INRI IR
Attn: - COS Operations, J1-J9,
LCC, ACC, MCC
Attn: - Recruitment, Training & Evaluation
Department (HKV PROD FPE UTB)
Attn: - Gisela Nilsson FMUE (ePRIME)

Internal Life Guards

G 1 The Guards Regiment
International Training Unit The Guards Regiment

Internal SWEDINT

Commandant, Nordic Centre for Gender in Military Operations

OC STALOG

OC CAPDEV

OC NED

OC UNDEP

OC GMO