

Human Resources Department (International Cooperation)
Ministry of Defence / Ministry of Foreign Affairs
Republic of Lithuania

Geneva/Sarajevo, 16 March 2017

Invitation – Defence Attaché Orientation Course – Orientation Course for Military Officers, Diplomats and Senior Officials involved in Defence and Diplomacy, Sarajevo, Bosnia and Herzegovina, 21 – 26 May 2017

Dear Sir/Madam,

The Geneva Centre for Security Policy (GCSP) and the Peace Support Operations Training Centre (PSOTC) are pleased to extend an invitation to 6th edition of the Defence Attaché Orientation Course – Orientation Course for Military Officers, Diplomats and Senior Officials involved in Defence and Diplomacy which will be organised in Sarajevo, Bosnia and Herzegovina, from 21 to 26 May 2017.

This course, which will be delivered in English, is designed for professional military officers and civil servants from the Ministry of Defence/Armed Forces mainly from the Western Balkans, as well as for member nations of NATO and the Partnership for Peace (see Annex 1). It aims at developing the skills and expertise of defence officials working in a multilateral environment (such as Defence Attachés) in the various aspects of international security; providing them with practical training in national and international procedures as well as other areas relevant for their future work; familiarizing them with work in a multilateral and multicultural setting. The delivery of these training modules is made with special reference to security issues related to the Balkans.

You will find below the list of invited countries, the training outline, the course information sheet, and the draft programme of the course. The course will be hosted by the PSOTC in cooperation with the Geneva Centre for Security Policy (GCSP).

We would be grateful if you could designate one participant to this course and:

- inform the Swiss Embassy in your country of residence (or the one accredited to your country) no later than **21 April 2017 through a verbal note or an official nomination letter**.
- apply online, through the following link (same deadline):
<http://gcspsite.force.com/register?campaignId=701b000000WsSP>, **together with a copy of the passport.**

The participant can be either officer or civil servant from the Ministry of Defence/Armed Forces, and ideally would be already working in the region and/or dealing with security policy issues. We would, also, particularly encourage the nomination of qualified women candidates. This course is offered free of tuition charges thanks to funding from the Swiss Federal Department of Defence, Civil Protection and Sport. However your government would be requested to cover travel costs for your participant to and from Sarajevo, as well as accommodation during the course. Limited funds are available to assist participants eligible for NATO travel subsidy only on request. Lunches are organised in Camp Butmir. We could, at your request, arrange accommodation in a hotel with preferential rates. Of course you would be welcome to nominate your current Defence Attaché in Sarajevo (if any) as your participant, and in this case no special expenses would be incurred.

Should you have any questions about the course, please do not hesitate to contact Mr Thierry Randon, *Senior Programme Officer, Regional Development Programme, GCSP* (phone: +41 (0) 22 730 96 47, Fax: +41 (0) 22 730 96 49; email: DA-module@gcsp.ch).

Yours sincerely,



Ambassador Christian Dussey
Director, GCSP



Annex 1

List of Invited Countries

- Albania
- Algeria
- Armenia
- Austria
- Azerbaijan
- Bahrain
- Belarus
- Belgium
- Bosnia and Herzegovina
- Bulgaria
- Canada
- China
- Croatia
- Czech Republic
- Denmark
- Egypt
- Estonia
- Finland
- France
- Georgia
- Germany
- Greece
- Hungary
- Iceland
- India
- Ireland
- Italy
- Jordan
- Kazakhstan
- Kuwait
- Kyrgyz Republic
- Latvia
- Lithuania
- Macedonia
- Malta
- Mauritania
- Moldova
- Montenegro
- Morocco
- The Netherlands
- Norway
- Poland
- Portugal
- Qatar
- Romania
- Russia
- Serbia
- Slovakia
- Slovenia
- Spain
- Sweden
- Switzerland
- Tajikistan
- Tunisia
- Turkey
- Turkmenistan
- Ukraine
- United Arab Emirates
- United Kingdom
- United States of America
- Uzbekistan

Annex 2

Defence Attaché Orientation Course

Orientation Course for Military Officers, Diplomats and Senior Officials involved in Defence and Diplomacy

Sarajevo, Bosnia and Herzegovina

21 – 26 May 2017

OVERVIEW

Concept and Rationale

The **Geneva Centre for Security Policy** (GCSP) provides expert training in comprehensive international security policy for diplomats, military officers and civil servants from foreign, defence and other relevant ministries. The GCSP training programmes promote the strengthening of peace, stability and security, and international co-operation by focusing on the new challenges of the post-Cold War world, ranging from new dimensions of security policy to crisis management and conflict resolution.

Thanks to funding from the Federal Department of Defence, Civil Protection and Sport of the Swiss Confederation (DDPS), and in cooperation with the Peace Support Operations Training Centre (PSOTC) in Sarajevo, the GCSP is offering, for the sixth time, a one-week training module for defence officials working in a multilateral environment for invited countries of the region, lasting from 21 – 26 May 2017.

This training is also conducted annually in Switzerland (Geneva), Senegal (in French), Jordan and Ethiopia.

Aims

The aims of this Course are:

- To develop the skills and expertise of defence officials working in a multilateral environment (such as Defence Attachés) in the various aspects of international security;
- To provide them with practical training in national and international procedures as well as other areas relevant for their future work;
- To familiarize them with the work in a multilateral and multicultural setting.

Outcome

After having attended this course, participants will be able to:

- understand the regional security challenges better;
- recognize the challenges, opportunities and various facets of the job of the Defence Attaché;
- take profit of all the available existing 'tools' to solve tasks as a defence official;
- understand the relationship with the ambassador and prevent conflicts in the job between the ambassador and the superior(s) in the ministry of defence; and
- act as a military diplomat respecting relevant protocols.

Target Audience

Candidate designated as a future Defence Attaché within the Ministry or every person who is likely to be in connection with a Defence Attaché in its civil or military career with at least five years' experience whose career or future responsibilities require improved knowledge of the main aspects of international, regional and human security and are qualified to serve abroad. They will be selected by their national Ministries of Defence or Armed Forces, or other ministries on the basis of those criteria. Officers already accredited to Bosnia-Herzegovina as Defence Attaches are welcome to attend. The group will be limited to a maximum of thirty five participants.

Methodology

In addition to academic lectures and presentations, the participants will be exposed directly to practitioners engaged in various fields of international, regional and human security who will share their concrete experience with them. Each individual or panel presentation will be followed by a discussion with the participants, which will be an opportunity for them to assess the improvement in their knowledge and develop their analytical skills. One session will be devoted to an exercise with participants' input. The programme will include a simulated Defence Attaché "tour" (visit to B&H military camp).

Chatham House Rule

This course will be held under the Chatham House Rule which means that participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participant may be revealed. The rule is designated to increase openness of discussion of public policy and current affairs, as it allows people to express and discuss controversial opinions and arguments, to speak as individuals, and to express use that may not be those of their organizations, and therefore encourages free discussion.

Duration and venue

The Course will last five days, from 21 – 26 May 2017. It will be hosted by the "Peace Support Operations Training Centre PSOTC" in Sarajevo, Bosnia and Herzegovina.

Outline

The Course will be divided into two Training Modules

| | | |
|-----|-------------------------------|--------|
| 1 a | Global Security Environment | 1 day |
| 1 b | Regional Security Environment | 1 day |
| 2 | Joint training IR | 3 days |

COURSE ADMINISTRATIVE INFORMATION

Location of PSOTC

The PSOTC is located at Camp Butmir in Sarajevo, BiH - 2 kilometres South West of the International Airport. Many details about PSOTC, including a map of the area, can be found on the following website: www.psotc.org.

Arrival

The participants are expected on 21 May 2017 until 1800 hrs. Local transport from Sarajevo airport to the Hotel will be provided by PSOTC in accordance with travel details. (a driver will be waiting with visible sign "PSOTC"). Local transport for departure will also be provided in accordance with travel details.

Access to Camp Butmir

Camp Butmir is run by elements of EUFOR Forces in Bosnia and Herzegovina; therefore special procedures are in place in order to enter the Camp. To prepare your access card to Camp Butmir, it is mandatory to send us **a copy of your passport** (side with the picture).

The copies of passports should be sent in a separate email together with the online application form. Please also note that access cards to Camp Butmir is needed for access to restaurant DFAC, in the camp Butmir.

Laptops

Please be aware that participants are not allowed to bring their personal laptops into the Camp. This is due to the Camp HQ EUFOR procedures and security regulations. However, PSOTC computers with internet access will be available in the syndicate rooms for the whole period of the Course duration.

Security

Within the camp, participants have to carry their passport (the number of which has to be the same as the one provided to PSOTC with the application form).

Insurance

The GCSP or PSOTC do not cover any health care expenses. All participants of activity are responsible for ensuring that they are in possession of valid and adequate insurance (accident, repatriation, liability and health).

Visa request

In order to check the status of your respected country related to visa regime, please visit official web site of Ministry of Foreign Affairs of Bosnia and Herzegovina following the link http://www.mvp.gov.ba/konzularne_informacije/vize/Default.aspx. We advise you to take into account a period of time for processing visa request at least three weeks prior your arrival to Bosnia and Herzegovina.

Language

Working language is English (STANAG 6001: 3333). No translation will be provided. All documents will be published in English.

Dress Code

Civil participants are requested to wear jacket and tie during the course activities in the PSOTC, and leisure clothing during the Defence Attaché tour. Military officers are requested to wear their Class B (service dress) uniform. For receptions (i.e. Ice-breaker, reception at Swiss Residence and hosted dinner) civilian clothes (suit and tie for men, formal dress for women) are required for all participants.

Please be aware of weather conditions during the season!

COURSE FINANCE INFORMATION

Accommodation

The GCSP will be pleased to take care of the booking for accommodation at hotel Hollywood, <http://www.hotel-hollywood.ba/>, Dr. Pintola 23, Ilidža, 71000 Sarajevo. The bill needs to be paid at the hotel reception upon departure.

Meals

- Breakfasts are included in the hotel room
- Lunches are available at DFAC restaurant of Camp Butmir and will be covered by the GCSP
- All other dinners at the hotel will be at the participants expense

Travel Costs

This is the responsibility of the sending authority.

Local transport from the airport will be provided in accordance with flight details.

Local Transportation

All Local transportation will be covered by the Ministry of Defence of BiH.

Coffee Breaks

Coffee breaks during the course will be offered by the Geneva Centre for Security Policy (GCSP).

Social Programme

The PSOTC will host and cover:

- An ice-breaker reception on Sunday 21 May at 18:30 at Hotel Hollywood (Dr. Pintola 23, Ilidža, 71000 Sarajevo). **Participation is compulsorily also for the participants who are not accommodated in the hotel.**

- On Tuesday 23 May, will be organised an historical and cultural visit, guided tour to Sarajevo starting from the hotel Hollywood at 18:30 (optional). For this purpose and timely arrangement it is necessary to express your interest on Monday 22 May to admin POC.

The GCSP/Swiss DDPS will host and cover:

- A cocktail/reception hosted by the Swiss Ambassador at his residence on Monday 22 May at 18:30 (transfer by bus will be provided).

Per Diem Allowance

The per diem allowances remain responsibility of the sending authority.

Annex 3

DRAFT PROGRAMME (lectures and schedules may be subject to change)

Sunday, 21 May 2017

Arrival

- Arrival and Check-In** at Hotel Hollywood, Dr. Pintola 23 Ilidža, 71000 Sarajevo
1830-2000 **Course Opening and Cocktail** at Hotel Hollywood

Monday, 22 May 2017 Welcome + Mod. 1, Global Security Environment, Dynamics + Challenges

- 0800 *Transfer by bus to the Peace Support Operations Training Centre (PSOTC)*
0830-0840 **Introduction to the Course and Admin Information**
0840-0900 **Welcome Addresses**
0900-0930 **Course photo and coffee break**
0930-1130 **Global Security Environment, Dynamic and Challenges (I)**
1130-1230 Lunch
1230-1330 **Global and Regional Security Environment, Dynamic and Challenges (II)**
1330-1400 Coffee break
1400-1500 **Transcontinental Migration and Displacement**
1500-1520 **Presentation PSOTC**
1520-1540 **Presentation GCSP**
1540-1600 **Hot-wash-up, Summary/Evaluation**
1605 *Transfer by bus to Hotel Hollywood*
1800 *Transfer by bus to Residence Swiss Ambassador*
1830-2100 **Welcome Reception at Residence Swiss Ambassador**
(Compulsory for all participants)

Tuesday, 23 May 2017 Mod. 2, Regional Security Environment, Dynamics and Challenges

- 0800 *Transfer by bus to the PSOTC*
0820-0830 Daily introduction, *Course Director*
0830-0915 **Etiquette and introduction to the exercise Hosted Lunch**
0915-0945 Coffee Break
0945-1130 **Panel: Regional Geostrategic Assessment “Europe” + “Western Balkans”**
“Central Europe”
“The Western Balkans”
1130-1230 Lunch (Task and Organization of the Hosted Lunch)
1230-1300 **Dayton-Lesson learned**
1300-1345 **Crisis Management and Peace Building in the Western Balkans – Lessons Identified and Lessons Learned**
1345-1400 Coffee Break
1400-1445 **Keynote: Latest Experience of BiH Diplomat Deployed Abroad**

- 1545-1530 **The Defence Attaché and the Military Intelligence Service**
1530-1545 *Presentation of Sarajevo City*
1545-1600 **Hot-wash-up, Summary/Evaluation**
1600 *Transfer by bus to Hotel Hollywood*
1830-2200 *Guided tour to Sarajevo (Optional, departure in front of Hotel)*

Wednesday, 24 May 2017 **Module 3, Joint Training International Relations: Defence Attaché**

- 0800 *Transfer by bus to the PSOTC*
0820-0830 Daily introduction, *Course Director*
0830-1015 **Panel: Defence Attaché Tasks, Selection and Training**
1015-1045 Coffee Break
1045-1130 **The Military Protocol Office of the Receiving State / Liaison Office**
1130-1230 *Lunch*
1230-1315 **The Defence Attaché Association**
1315-1400 **BiH National Security Policy**
1400-1415 Coffee Break
1415-1515 **Diplomatic Protocol: What a Defense Attaché should know (incl. Vienna convention)**
1515-1545 **Introduction Exemplary Defence Attaché Tour**
1545-1600 **Hot wash-up, Summary/Evaluation**
Course Director
1600-1630 *Transfer by bus to Hotel Hollywood*

Thursday, 25 May 2017 **Module 3, Joint Training International Relations: Defence Attaché**

- 0800 *Transfer by bus to the PSOTC*
0820-0830 Daily introduction, *Course Director*
0830-0945 **Panel: Relation with the Ambassador. What can/does the Ambassador expect from his DA?**
0930-1000 Coffee Break
1000-1100 **Preparation for Exercises: Simulated DA Tour and Hosted Lunch**
1100-1230 **Hosted Lunch**
1230 *Transfer by bus to the destination of exercise*
1300-1455 **EX: Simulated DA Tour / Assessment Course Participants**
1455-1500 *Group Photo*
1500-1545 **EX: Conclusion and Prepare of own Presentation (participants)**
1545-1630 **EX: Presentation of Findings (participants)**
1630-1645 **Debriefing**
1645-1715 *Transfer by bus to Hotel Hollywood*

- 0800 *Transfer by bus to the PSOTC*
- 0820-0830 *Daily introduction, Course Director*
- 0830-1000 **Panel: Challenges for a DA today and in the near future**
- 1000-1010 **Administrative Info**
- 1010-1020 *Coffee Break, (participants finalize their Evaluation Sheets)*
- 1020-1045 **Course Evaluation/Debriefing** (All Participants forward the fully completed Evaluation Sheets)
- 1045-1100 **Award of the Course Certificates and Closing**
- 1100-1130 *Lunch bag (to be confirmed)*
- 1130 *Transfer to Hotel Hollywood or to the Airport and Departure*
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