



**NATO
SECURITY FORCE ASSISTANCE
CENTRE OF EXCELLENCE**

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SUBJECT: Seminar for Institutional Advisors on Stabilization and Reconstruction (S&R), Security Sector Reform (SSR), Security Force Assistance (SFA) and Stability Policing (SP) 2022-1, 15th - 17th March 2022 – Information details.

a. Seminar venue

The seminar will be held at the Italian Air Force Building located in *Viale dell'Università, 4, 00185 - Rome* (Italy) within the "COMSEV – AJMONE CAT meeting room".

Location: <https://goo.gl/maps/q1pucYaKmUvmTSA58>

The venue is near to the "Roma Termini" train station in the city centre.

The training hours are Tuesday 15 to Wednesday 16, 08:30 to 16:30 and Thursday 17, 08:30 to 15:00.

b. Registration

Applicants are kindly requested to register on NATO SFA COE website at <https://reserved.nsfacoce.org/site/view?id=79> no later than **18th FEB 2022**.

c. Language

The seminar will be held in English.

Level 3 in English proficiency is required according to NATO STANAG 6001: Listening (3); Speaking (2); Reading (3); and Writing (2) or according to the Common European Framework of Reference for Language level B2-C1/Upper Intermediate-Advanced level).

d. Classification

The overall classification of the seminar is NATO UNCLASSIFIED.

e. Security measures

Participants are requested to bring their military/civilian passport or ID card to support their identification in order to receive the security badge that will be delivered on the first day, upon registration. This security badge must be carried throughout the event.

f. Visa Requirement

Attendees are responsible for arranging the required permits to enter the Italian territory (Request for Visit has to send 20 days before) by consulting their own HQ or embassy for procedures.

Participants, or their national authorities, are responsible for visa arrangements (if needed). Participants are advised to contact, well in advance, proper diplomatic agencies for up-to-date information. It is the individual's responsibility to apply and obtain their visa and to have the proper travel documentation.

g. Medical service

Medical support will be provided by the Italian National Health Service. Medical expenses must be paid by the individuals or their insurance agencies. All participants are strongly advised to have appropriate medical insurance.

h. Seminar tuition fee

The seminar tuition fee is 100.00 € and will include the ice breaker, all the coffee breaks and all the lunches.

NATO SFA COE accepts only early payment (by bank transfer) of the seminar fee.

Failure to pay seminar tuition fee by **07th March** will result in the attendee's cancellation registration in order to assign the position to the attendees in the waiting list.

The information for the payment is detailed in the registration confirmation message.

i. Accommodation

NATO SFA COE recommends staying at the Italian Air Force Officer Club "Casa dell'Aviatore" in Via Lazzaro Spallanzani 42, (located 12 minutes' walk to the event venue) with the costs of a single room € 50.60/day and a double room €63.80/day (included breakfast).

Location: <https://goo.gl/maps/5UduBCC1UQTJWrqF8>

This Centre must book the rooms no later than 04th MAR 2022; after this deadline room availability and preferential rates cannot be guaranteed.

In case of other accommodation booking, please update the registration form specifying your choice.

j. Transportation

Seminar participants are expected to cover their own travel costs.

Suggestion for transportation from/to Rome airports (FIUMICINO-FCO and CIAMPINO-CIA) will be found on <http://www.adr.it/web/aeroporti-di-roma-en/-/pax-fco-fiumicino>.

Suggestions for own transportation:

- By train: <https://www.trenitalia.com/en.html>;
- By taxi: <https://www.3570.it/> or <https://065551.it/en/>.

k. Social events

NATO SFA COE will host an Ice breaker (COVID-19 preventing measures permitting) on Tuesday, 15th MAR 2022 at 19:00 in the Italian Air Force Officer Club “Casa dell’Aviatore” in Viale dell’Università 20 (very close to the seminar venue). The dress code is smart casual.

l. Dress code

The dress code is a service uniform for military personnel, business attire for civilians.

m. COVID-19 precautions and notices

The NATO SFA COE will adhere to Italian Government directions, guidance and regulations for business operations.

A list of restricted areas may be found at the Italian Ministry of Health:

<https://www.salute.gov.it/portale/nuovocoronavirus/dettaglioContenutiNuovoCoronavirus.jsp?lingua=english&id=5412&area=nuovoCoronavirus&menu=vuoto> (please, check for updates regularly).

More info about Covid-19 FAQ is available on:

<http://www.salute.gov.it/portale/nuovocoronavirus/dettaglioFaqNuovoCoronavirus.jsp?lingua=english&id=230#8>.

A useful travel tool provided by Italian Ministry of Foreign Affairs and International Cooperation – Crisis Unit is available on:

https://infocovid.viaggiasesicuri.it/index_en.html

ATTENDEES ARE RESPONSIBLE FOR MONITORING THE ABOVE-MENTIONED WEBSITES TO DETERMINE THEIR ELIGIBILITY PRIOR TO ARRIVAL AT THE SEMINAR. THE LIST CAN BE MODIFIED AT SHORT NOTICE AND SHOULD BE CHECKED PRIOR TO TRAVEL.

The NATO SFA COE accepts no liability and will not reimburse any travel and accommodation expenses incurred as a result of travel from a designated risk area.

Classrooms will be set-up in respect of social distancing requirements. However, all persons participating in the seminar are required to maintain social distancing, wear a

face mask (when necessary) and have their temperature taken. Please note medical waivers for face coverings will not be accepted.

Passengers entering Italy are currently needed to complete a Passenger Locator Form via the EUdPLF application (<https://app.euplf.eu/>).

n. Participants' selection

Due to reduced classroom capacity, the NATO SFA COE will conduct a selection board for the seminar. Selected participants will be notified by 25th FEB 2022, in order to let them book their own transportation and accommodation, if necessary.

For further information, please contact the NATO SFA COE dedicated team at:

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