



**NATO
SECURITY FORCE ASSISTANCE
CENTRE OF EXCELLENCE**



Ref No.: SNSFACOE-ETB-02-2025

Date: 10th of February 2025

TO: See distribution List

SUBJECT: Security Force Assistance Advisor Enhancement Seminar 2025 - Calling Letter.

Reference: SNSFACOE-ETB-105-2024 – “NATO Security Force Assistance Centre of Excellence (NATO SFA COE) 2025 Training offer – update and reminder” dated 16th of December 2024.

1. It is my great pleasure to invite you to the “SFA Advisor Enhancement Seminar” that will be hosted by the NATO Security Force Assistance Centre of Excellence (NATO SFA COE) from **8th to 11th of April 2025 in Rome.**
2. The aim of the seminar is to enhance interpersonal knowledge, skills, and techniques required to engage counterparts, build rapport, and gain mutual trust in order to effectively conduct advising activities across various operating environments and cultural contexts.
3. The event will be based on the outcomes of the COE’s “SFA Operator Profile Analysis Report” and on the “Remote SFA reach back Capabilities Analysis Report”.
4. The NATO SFA COE will be a “lab” where the Advisors may experiment and test tools and techniques to better work inside the Local Forces’ System.
5. This “NATO Selected” seminar satisfies NATO performance gaps identified within the Military Contribution to Peace Support Discipline throughout the System Approach to Training process and represents a suitable training solution aligned with performance gaps.
6. Your presence at the SFA Advisor Enhancement Seminar will undoubtedly contribute to the depth of discussions and the overall success of this event. We eagerly anticipate your participation in this enriching and valuable seminar.
7. Specific instructions will be sent by mail to the selected attendees.

**Matteo LUCIANI
Colonel (ITA A)
SFA COE Director**

A handwritten signature in black ink, appearing to read "M. Luciani", written over the printed name and title.

ANNEXES:

- A. Distribution list.
- B. Administrative Details.
- C. Seminar Flyer.

External:

Action:

- List NFS (NATO Force Structure)
- List NETFs (NATO Education and Training Facilities)
- List COEs (NATO Centre of Excellences)
- List PTECs (Partnership Training and Education Centres)
- List NATO SFA COE Sponsoring Nation Representatives
- UNITED NATIONS REGISTRY
- UNITED NATIONS – OFFICE OF RULE OF LAW AND SECURITY INSTITUTIONS (OROLSI) – DDR OFFICE
- NATO HQ
- NATO HQ SARAJEVO
- SHAPE PARTNERSHIP DIRECTORATE
- SHAPE REGISTRY
- NATO DEFENCE INSTITUTION CAPACITY BUILDING DIRECTORATE (DICB) – Building Integrity
- NATO STRATEGIC DIRECTION SOUTH HUB
- HQ SACT
- HQ SACT JOINT FORCE DEVELOPMENT (JFD)
- NATO INTELLIGENCE FUSION CENTRE (NIFC)
- HQ JFCBS
- HQ JFCNP
- NATO DEEP
- MC2PS RA (SHAPE PD)
- MC2PS DH
- FINCENT
- FINNISH DEFENCE COMMAND
- FINNISH NATIONAL DEFENCE UNIVERSITY
- FINNISH ARMY COMMAND
- EUROPEAN UNION EXTERNAL ACTION SERVICE (please, pass to all EU members)
- EUROPEAN SECURITY AND DEFENCE COLLEGE
- EUROCORPS
- EUROPEAN COE FOR CIVILIAN CRISIS MANAGEMENT
- SEEBRIG
- DCAF-ISSAT
- GENEVA CENTRE FOR SECURITY POLICY
- US DEPARTMENT OF DEFENSE – MINERVA AF-NU FMT RESEARCH TEAM DELEGATION
- US ARMY 353 REGIMENT - 3rd BATTALION
- US ARMY SFA-B TRADOC CAPABILITY MANAGER (TCM)
- US ARMY V CORPS
- US INSTITUTE OF PEACE

- US ARMY MCCoE – SECURITY FORCE ASSISTANCE PROPONENT
- JOINT CENTER FOR INTERNATIONAL SFA (JCISFA)
- HQ USAF/A3TMQ AIR ADVISING AND EXPEDITIONARY READINESS BRANCH
- US SFA-C
- US 3rd SFA BRIGADE
- US 4th SFA BRIGADE – 5th BATTALION
- ITA DEFENCE GENERAL STAFF
- ITA JOINT OPERATIONS HQ
- ITA ARMY INFANTRY SCHOOL – SFA SECTION
- ITA ARMY MULTINATIONAL DIVISION SOUTH – SFA
- ITA ARMY POST CONFLICT OPERATIONS STUDY CENTRE
- ITA ARMY FIRES & TARGETING AND INFO OPS CENTER
- ITA NMR BRUXELLES (please pass to all NATO NMRs)
- CENTRE FOR DEFENSE HIGHER STUDIES (CASD)
- HQ1GNC
- OUTREACH GROUP - UK 77th BRIGADE
- UK ARMY SPECIAL OPERATIONS BRIGADE
- UK SECURITY FORCE ASSISTANCE BATTALION
- CENTRE TERRE POUR LE PARTENARIAT MILITAIRE OPÉRATIONNEL
- MULTINATIONAL CIMIC-GROUP (MNCG)
- AFRICAN UNION
- ACADEMIE CANADIENNE DE LA DEFENSE CENTRE D'EXCELLENCE "DALLAIRE"
POUR LA PAIX ET LA SÉCURITÉ
- WAR STUDIES UNIVERSITY/ACADEMIC CENTER FOR CYBERSECURITY POLICY
- COLLÈGE DE DÉFENSE DU G5 SAHEL
- YOUTH ATLANTIC TREATY ASSOCIATION (YATA)
- HUNGARIAN DEFENCE FORCES – PEACE SUPPORT TRAINING CENTER
- SECURITY AND FREEDOM FOR EUROPE (SAFE)
- NATO-GEORGIAN JOINT TRAINING AND EVALUATION CENTER (JTEC)
- NETHERLANDS DEFENCE ATTACHE' TO ITALY
- POLAND DEFENCE ATTACHE' TO ITALY
- FRANCE JOINT LIASON OFFICER TO ITALIAN GENERAL DEFENCE STAFF (please,
pass to French Col)
- HUNGARY JOINT LIASON OFFICER TO ITALIAN GENERAL DEFENCE STAFF
(please, pass to Hungarian Col)
- US TRADOC LIASON OFFICER TO ITALIAN GENERAL DEFENCE STAFF (please,
pass to US Col)
- UK JOINT LIASON OFFICER TO ITALIAN GENERAL DEFENCE STAFF (please, pass
to UK Col)
- UK DEFENCE ATTACHE' TO ITALY
- EMBASSY OF ARAB REPUBLIC OF EGYPT – BRUSSELS
- "CAROL I" NATIONAL DEFENCE UNIVERSITY
- LUISS "GUIDO CARLI" UNIVERSITY

- LUMSA UNIVERSITY
- UNIVERSITY OF VERONA
- PALERMO UNIVERSITY
- GLENDON CAMPUS YORK UNIVERSITY
- DEFENSE SECURITY COOPERATION UNIVERSITY (DSCU)
- AUSTRALIAN DEPARTMENT OF DEFENCE
- ADYAN FOUNDATION
- MOROCCO INTERFAITH & PEACEBUILDING RESEARCH AND TRAINING CENTER
- BOSNIA AND HERZEGOVINA MoD
- NATO MISSION IRAQ HQ
- KOSOVO FORCE (KFOR) HQ
- NATO ADVISORY AND LIAISON TEAM (NALT) KOSOVO
- US 421st COMBAT TRAINING SQUADRON
- ISRAELI DEFENSE FORCE – International Cooperation Division
- ISRAELI DEFENSE FORCE – International Cooperation Unit
- MULTINATIONAL LAND FORCE
- EUROPEAN UNION TRAINING MISSION – SOMALIA (EUTM-S)
- PEACE SUPPORT TRAINING CENTRE (PSTC)
- ARMED FORCES OF MALTA

ADMINISTRATIVE DETAILS

a. Event venue

The course will be held at the **Italian Army Infantry School Officers Club** compound (*Via della Stazione di Cesano* n. 423, 00123, Cesano di Roma).

Location: <https://maps.app.goo.gl/gRr7cFHACYYZDJhR9>

b. Registration

Applicants are kindly requested to fill in the registration form at NATO SFA COE website: <https://reserved.nsfacoe.org/site/view?id=151> no later than **2nd of March 2025**.

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: UNCLASSIFIED Information releasable to the Public.

e. Security measures

In order to receive the security badge that will be delivered during the registration procedure on the first day of the course, participants will be required to present their military/civilian passport or ID card. This security badge must be carried throughout the event.

f. Visa Requirement.

Participants, or their national authorities, are responsible for visa arrangements (if needed). Participants are advised to contact, well in advance, the 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

No medical support will be provided by the NATO SFA COE. Medical expenses must be paid by the individuals or their insurance agencies. All participants are strongly recommended to have appropriate medical insurance.

h. Event fee

The seminar fee is 200.00 €.

The NATO SFA COE strongly encourages the early payment of the event fee by bank transfer or using the payment link which will be provided, upon request, by the Centre. On site electronic payments (POS) will also be accepted on the first day of the seminar. **(NO CASH WILL BE ACCEPTED)**

Failure to pay the tuition fee by the first day of the course will result in the suspension of the course completion certificate.

i. Accommodation

Participants are responsible to arrange their own accommodation.

NATO SFA COE recommends staying at the GRAND HOTEL FLEMING. The Centre has pre-booked double Rooms single use for **€ 135.00/night** or Double rooms (two persons) for **€ 155.00/night**. The city tax is € 7.50 person/ night.

Booking must be done no later than 9th of March 2025. After this deadline room availability and preferential rates cannot be guaranteed.

The rooms are on a 'first arrive first serve' basis and the procedure for booking will be specified in the mail to the selected attendees.

j. Transportation

- Course participants are expected to cover their own travel costs.
- Suggestion for transportation from/to Rome Fiumicino airport (FCO) may be found at <http://www.adr.it/web/aeroporti-di-roma-en-/pax-fco-fiumicino>.
- The accommodation can be reached by:
 - Train: <https://www.trenitalia.com/en.html>;
 - Taxi: <https://www.3570.it/> or <https://065551.it/en/>;
 - Uber service by App;
 - Car rental: There are several car rental agencies at the FIUMICINO airport.

A shuttle bus will be provided every day at 07:30 a.m. only from the GRAND HOTEL FLEMING to the event venue, and at the end of the working day, from the event venue to the GRAND HOTEL FLEMING.

Please, be ready in the hall at 07:15, only on Tuesday 8th of April, for ID check.

NO transportation from the venue to Fiumicino Airport (FCO) will be provided.

k. Meals

Coffee breaks and lunches will be offered every day of the course at the course venue.

Please inform us of any **allergy/intolerance**.

l. Social events

The NATO SFA COE will host an ice breaker on Tuesday, **8th of April 2025 at 19.00 at the GRAND HOTEL FLEMING.**

m. Dress code

During the seminar the dress code is combat uniform for military personnel, Business Casual (open collar) for civilians.

For the ice breaker the dress code is Smart Casual (open collar) for all.

n. Participants' selection

The NATO SFA COE will conduct a selection for the seminar in order to ensure the participation of the largest number of international institutions/organizations

representatives. The selected participants will be notified by **03rd of March 2025**, in order to let them book their accommodation and arrange their own transportation.

Further detailed information will be sent by mail to the selected attendees; please, make sure to check the mail used for the registration.

For further information, please contact the NATO SFA COE dedicated team at training_education@nsfacee.org.

NATO Security Force Assistance Centre of Excellence



SFA Advisor Enhancement Seminar

(ETOC Code: MCP-CM-26905- e-PRIME Code: ACT.941.1)

AIM

The aim of the seminar is to enhance interpersonal knowledge, skills, and techniques required to engage counterparts, build rapport, and gain mutual trust in order to effectively conduct advising activities across various operating environments and cultural contexts.

TARGET AUDIENCE

Position:

- NATO and Partner SFA Advisors
- Military Officers (OF2-OF5), experienced NCOs (OR6-OR9) or civilian equivalents working as SFA Advisors in NATO SFA operations.

Educational background:

- Participants shall be competent experts in their own field.

Pre-requisites:


- NATO SFA ADL 362 and
- NATO SFA Operators Course or
- National equivalent training or
- Required competence/practical experience


TRAINING STRATEGY

The seminar has been planned residential training solution, 4 days training, to enhance SFA Advisor's capacities and capabilities in interacting with counterpart through series of engaging active learning lessons and practical role-play sessions.

Info Contact

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 phone: +39 06469163511

 website: nsfacoe.org

 NATOSFACOE

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 NATO Security Force Assistance
Centre of Excellence (NATO SFA COE)

NATO Security Force Assistance Centre of Excellence



LOCATION

NATO Security Force Assistance Centre of Excellence, Cesano di Roma, Italy

NATO DISCIPLINE

MILITARY CONTRIBUTION TO PEACE SUPPORT (MC2PS)

COURSE CERTIFICATION

NATO SELECTED

ITERATIONS

1 iteration per year (more info on www.nsfacoe.org)

COURSE DURATION

4days

NUMBER OF SEATS AVAILABLE

25 per iteration

SECURITY CLEARANCE

Not required

SEMINAR FEE

200.00€

POC

NATO SFA COE Analysis & Lessons Learned Branch

LLbranchhead@nsfacoe.org
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