



HEADQUARTERS ALLIED JOINT FORCE COMMAND BRUNSSUM  
QUARTIER GÉNÉRAL DU COMMANDEMENT DES FORCES  
INTERARMÉES INTERALLIÉES À BRUNSSUM  
POST BOX 270 6440 AG BRUNSSUM  
THE NETHERLANDS



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**Our Ref:** JFCBS/PLANS/J9/713/20-1334      **Tel:** +31-(0)45-526-3613  
**NCN:** 244-3613  
**Date:** 11 February 2020      **NS E-mail:** [cgregistry@jfcbs.nato.int](mailto:cgregistry@jfcbs.nato.int)  
**PAN E-mail:** [ifcbscgregistry@jfcbs.nato.int](mailto:ifcbscgregistry@jfcbs.nato.int)

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**TO:** See Distribution

**SUBJECT:** **PARTNER NATIONS' INVITATION LETTER TO EXERCISE TRIDENT JUPITER 19-2 EXECUTION PHASE OBSERVATION, ACT.760.4.**

**REFERENCES:**

- A. 7300/TSC TSX 0510/TT-180603/Ser:NU, EXERCISE TRIDENT JUPITER 19 PART 2 (TRJU19-2) EXERCISE Specification (EXSPEC), dated 11 June 2018.
- B. IMSM-0410-2018, NAC APPROVAL FOR INVOLVEMENT OF AZERBAIJAN AND MOROCCO IN EXERCISE TRIDENT JUPITER 2019 AND LOYAL LEDA 2020, dated 14 September 2018
- C. PO(2019)0368-AS1 (INV), INVOLVEMENT AS OBSERVERS OF ISRAEL AND ALGERIA IN NATO EXERCISE TRIDENT JUPITER 2019-2020, Action Sheet, dated 16 September 2019.
- D. 7300/TSC TTX-0410/TT-140401/Ser: NU1106, Bi-SC Collective Training and Exercise Directive 075-003, dated 11 December 2014.
- E. 7300/TSC TTX-0410/ Bi-SC Collective Training and Exercise Directive 075-003, UPDATE DRAFT February 2018.
- F. SH/MIP/DEI/JPN20130121 Military Partnerships Directorate Management Guidance, dated 21 January 2013.

1. Noting the References, HQ JFCBS as OCE for "Trident Jupiter 19" (TRJU19) is pleased to invite **Algeria, Azerbaijan, Israel and Morocco** to observe TRJU19-2 Execution Phase (ACT.760.4).
2. The Observers' Programme (agenda in Annex A) will take place on **30-31 March 2020**, at **Joint Force Command Brunssum, Netherlands**.
3. Detailed Joining Instructions can be found at Annex B.
4. Other event details can be found in the electronic Partnership Real-time Information, Management and Exchange system (e-PRIME) under the reference ACT.760.4.

5. **Point of Contact (PoC).** The HQ JFCBS points of contact are:
- a. **HQ JFCBS J9 OPR:** OF-3 Pavel Simek (CZE AF)  
NSWAN: JFCBS PLANS J9 MILP P3 SIMEK P OF-3  
UNCLASS: pavel.simek@jfcbs.nato.int  
Telephone: NCN: 244-2958  
Commercial: +31-(0)45-526-2958
  - b. **HQ JFCBS J9 OPR:** OF-3 Ionel Boca (ROU A)  
NSWAN: JFCBS PLANS J9 MILP P3 BOCA I OF-3  
UNCLASS: ionel.boca@jfcbs.nato.int  
Telephone: NCN: 244-4051  
Commercial: +31-(0)45-526-4051
  - c. **HQ JFCBS J7 OPR:** OF-4 Martin Friessnegg (DEU AF)  
NSWAN: JFCBS PLANS J7 TRJU 19  
UNCLASS: Martin.Friessnegg@jfcbs.nato.int  
Telephone: NCN: 244-2438  
Commercial: +31-(0)45-526-2438
  - d. **HQ JFCBS J7 OPR:** OF-3 Fabrice Bordais (FRA A)  
NSWAN: JFCBS PLANS J7 TRJU 19  
UNCLASS: Fabrice.Bordais@jfcbs.nato.int  
Telephone: NCN: 244-3553  
Commercial: +31-(0)45-526-3553

Real Life Support (RLS) PoCs are mentioned in Annex B.

FOR THE COMMANDER, ALLIED JOINT FORCE COMMAND BRUNSSUM:



H. de Reviere de Mauny  
Lieutenant General, FRA A  
Chief of Staff

ANNEXES:

- A. Observers' Programme agenda.
- B. Joining Instructions.

NATO UNCLASSIFIED  
Releasable to Algeria, Azerbaijan, Israel and Morocco

DISTRIBUTION:

External:

Action:

SHAPE PD

- PNMR Algeria
- PNMR Azerbaijan
- PNMR Israel
- PNMR Morocco

Information:

SHAPE PD

Internal:

Action:

J9

HQ JFCBS BSG OES

Information:

OPS DIR

PLANS DIR

SPT DIR

MGT DIR

J8

COMMS DIV

**Observers' programme**

Srl	Day	Time	Subject/Suggested topics	DIR/DIV Lead
1	Mon 30 Mar			
		0830-0900	<b>In-Processing</b> /Security brief/RLS brief	HQSO, BSG
		0900-0915	Welcome speech	DCOS PLANS
		0915-0930	Group photo	PAO
		0930-0950	Brunssum Overview Briefing	
		0950-1015	TRJU19 - Exercise Campaign (exercise overview: aim, purpose, scope, structure, actors, training objectives, training audience)	J7
		<b>1015-1030</b>	<b>Coffee break</b>	
		1030-1115	Scenario Briefing (development, management)	
		1115-1200	Road to Crisis & Battle Rhythm	
		<b>1200-1330</b>	<b>Lunch</b>	
		1330-1415	NATO Exercise Planning Process (including MEL/MIL scripting)	
		1415-1500	LL/LI process and experiences + Q&A	
		<b>1500-1530</b>	<b>Coffee break</b>	J3
		1530-1545	J3 Joint Synchronisation	
1545-1600	JOC - overview			
2	Tue 31 Mar			
		0830-0900	Visit to PAO - overview and role in TRJU19	PAO
		0900-0930	Visit to CIMIC Ops Room	J9
		0930-1000	Visit to J4 / JLSG	J4
		<b>1000-1030</b>	<b>Coffee break</b>	
		1030-1100	Visit to JENG - Introduction to JENG	JENG
		1100-1130	Visit to J8 - NATO Finance	J8
		1130-1200	Visit to JMED - NATO medical support	JMED
		<b>1200-1330</b>	<b>Lunch</b>	
		1330-1400	Visit to J33 METOC	METOC
		1400-1430	Visit to J2 GEO	J2 GEO
		1430-1500	Visit to J6	J6
		<b>1500-1530</b>	<b>Coffee break</b>	
		1530-1600	Military Partnership briefing	J9
<b>1600-1630</b>	<b>Out-Processing</b>	J9 / BSG		

SUBJECT: **JOINING INSTRUCTIONS TRIDENT JUPITER 19-2 - Observers'  
Programme**

## BACKGROUND

1. TRJU 19 is a multi-level Major Joint Computer Assisted Exercise (CAX)/Command Post Exercise (CPX) executed in two parts TRJU19-1(03 -14 Nov 19) and TRJU19-2 (23 Mar-02 Apr 20). The first part trained the NRF20 package at Small Joint Operations (SJO) scale, and evaluated and certified the NRF Component Commands (CC) and Naval Striking Support Forces NATO (STRIKEFORNATO) as NATO Expanded Task Force (NETF). The second part will train the MJO+ C2 construct at scale and evaluate and certify JFCBS as a JTFHQ. Both parts are an Article 5, high-intensity operation against a peer state adversary contesting NATO in all domains within its North-Eastern Area of Responsibility.

## ADMINISTRATIVE INSTRUCTIONS (RLS)

### 2. Timings, Reporting and Administration.

<b>Event Period</b>	<b>30 – 31 Mar 2020</b>
<b>Registration (CVENT) deadline</b>	<b>13 Mar 2020</b>
<b>In-Processing</b>	<b>Monday 30 Mar 2020, 0830</b>

3. **Exercise location.** TRJU19-2 CPX Observers' Programme will be organized from 30 to 31 March 2020 in JFC BRUNSSUM Rimbürgerweg 30, 6445 PA, BRUNSSUM. The event will be conducted both in an Unclassified Area and in a Class 2 Security Area. Therefore, IOT participate in the event, a NATO Security Clearance Certificate is required. Furthermore, only NATO registered electronic equipment is allowed to be brought in if requested ahead. Private cell phones, laptops, tablets, smartwatches, etc. are not allowed. You need to bring 1 euro coin for your locker.

4. **Registration.** All participants deploying to JFCBS are requested to register themselves using the registration webpage (cvent). **Registration is open and closes Fri 13 Mar 2020.** Online registration for **CPX Phase IIIB** can be found at the following URL address available through **the public Internet**: <http://www.cvent.com/d/whqwh1/4W>

*Please note that there is a 'q' in the link, not to be read/copied as a 'g'!*

This link will take you to the registration page for all TRJU19 related events hosted by JFCBS in the first part of 2020.

**Registration consists of 2 steps:**

a. **Step 1: Online Registration (Sign-up) via cvent.** Go to the mentioned event website; there you will be prompted for a password, please use: **TRJU19-2**. After accessing to the registration page click: "**Register**". Fill out all required data as requested. Please ensure to select the CPX event that you will attend (tick the appropriate box). For transportation and accommodation please choose the appropriate option. After successful registration (sign-up), you will receive a confirmation email to the UNCLASS e-mail you provide with further instructions to complete step two of registration. In case of problems with your registration or access to the cvent please contact JFCBS OES by Email (NS and NU): [DOMBSGRLS@jfcbs.nato.int](mailto:DOMBSGRLS@jfcbs.nato.int)

b. **Step 2: Provide copy of (attestation of) Security Clearance.** In your confirmation email click on the "Submit Security Clearance" hyperlink and a pre-formatted email will open. Attach your UNCLASS Security Clearance and send to the Admin POC before **Mon 16 Mar 2020**. Follow the email instructions to submit a Security Clearance classified RESTRICTED or above; it will be sent over NS networks only. *Failing to send a copy of your security clearance will result in an important increase of your in-processing time.*

To allow sufficient time for coordination and further planning, **participants are requested to submit a Personal Administration Form (PAF) together with the filled FARF Form (if applicable), copy of Personal Security Clearance and a copy of passport to the JFCBS Point of Contact (POC) by e-mail NLT 16 Mar 2020.** PAF and FARF are provided in Appendix 1.

5. **Accommodation.** There is no military accommodation available at JFCBS HQ. Participants are personally responsible for booking hotel reservations. During CPX Phase IIIB, daily transport to/from JFCBS HQ will be available from the following locations:

Van der Valk Hotel Heerlen

Address: Terworm 10, 6411 RV Heerlen, NLD

Distance from JFCBS: 8 km

Telephone: +31 (0) 45 571 94 50

Book by e-mail only, contact the hotel via:

E-mail: [Heerlen@valk.nl](mailto:Heerlen@valk.nl)

Room rates start from 110 € (Breakfast inclusive)

Golf-Hotel Brunssummerheide

Address: Rimbürgerweg 52, 6445 PA Brunssum, NLD

Distance from JFCBS: 2 km

To book by phone or e-mail, contact the hotel via:

Telephone: +31 (0) 45 564 63 00

E-mail: [info@golfhotelzuidlimburg.nl](mailto:info@golfhotelzuidlimburg.nl)

Room rates start from 105 € (Breakfast inclusive)

Hotel Edenpark

Address: Vijverlaan 10, 6443BB Brunssum, NLD

Distance from JFCBS: 850 m

To book by phone or e-mail, contact the hotel via:

Telephone: +31 (0)45 525 8885

E-mail: [info@edenpark.nl](mailto:info@edenpark.nl)

Room rates start from 85 € (Breakfast inclusive)

Hotel Tulip Inn Heerlen City Centre

Address: Wilhelminaplein 17, 6411 KW Heerlen, NLD

Distance from JFCBS: 9 km

To book by phone or e-mail, contact the hotel via:

Telephonw: +31 (0) 45 5741355

E-mail: [info@tulipinnheerlencitycentre.nl](mailto:info@tulipinnheerlencitycentre.nl)

Room rates start from 70 €

JFCBS ICC - General Eisenhower Hotel

Address: Rimburgerweg 46, 6445 PA Brunssum, NLD

Distance from JFCBS: 650 m

To book by phone or e-mail, contact the hotel via:

E-mail: [conferencecenter@ymail.com](mailto:conferencecenter@ymail.com)

Telephone: +31 (0)455 526 3188

Room rates start from 45 € (Breakfast inclusive)

**Note:** Participants failing to secure a room in the above mentioned hotels or booking a room in another hotel will be responsible for own transportation to/from JFCBS HQ.

6. **Transportation.**

a. Transportation from the respective airports to the hotel and back to the airports is a personal responsibility of each participant.

b. Transportation between JFC BRUNSSUM and the above-mentioned Hotels will be provided by JFCBS according to the agenda. **The confirmed schedule will be accessible at the reception desk in the hotel.**

c. VIP airport / railway station pick-up and drop-off. VIPs (OF-7 and above) can expect to be picked up and dropped off by JFCBS. Recommended arrival points are the airports of Eindhoven (EIN), Brussels (BRU), Cologne (CGN) or Dusseldorf (DUS) and the railway stations of Sittard, Heerlen or Aachen. JFCBS Protocol will coordinate requirements with VIPs after registration.

7. **Financial support.** If requests for NATO financial support are appropriate and required, a duly stamped and signed Financial Assistance Request Form (FARF), as provided in Appendix 1, should also be forwarded. In accordance with Reference F and official documents received from SHAPE PD, JFCBS is authorised to subsidise for TRJU19-2 observation phase in 2020 only partner countries that had requested support from SHAPE PD in 2019 and consequently obtained the document "Funding for Participation and Observation to NATO Exercises in 2020". **For this reason Algeria and Israel will be responsible for meeting their own travel, hotel and per diem expenses for TRJU19-2 execution phase observation in 2020.**

8. **In-processing.**

a. The in-processing starts on **30 March 2020 at 0830 hrs**, at the JFCBS Reception Centre. To ensure swift in-processing it is required that participants send a copy of their NATO Security Clearance ahead. Information to submit will be provided on CVENT registration. Other documents needed during in-processing:

- (1) NATO Security Clearance Certificate (hardcopy).
- (2) AMIS-card (only for AMIS holders).
- (3) Military or national ID / Passport (non-AMIS holders).

JFCBS Reception Centre will be manned during Exercise hours.

b. Map:



9. **Catering.** The Miners Restaurant is located in the main Headquarters building (H-106) and provides for quick meal options, serving pre-made sandwiches, snacks, refreshments, coffee and hot meals. **Payment is only accepted using pin card, no cash.**

10. **Security.**

a. In order to be granted access to the training facilities (Class 2 Security Areas), as well as access to classified documents and/or CIS (if authorized), external personnel who are staff member of a NATO military or civilian body, a National military or civilian body of a NATO-Nation, or Contractors who are nationals of a NATO-Nation, are required to provide proof of personnel security clearance (PSC) at the level of NATO Secret or above. The proof of PSC must be provided upon initial arrival (in-processing), and may be in the form of:

- (1) NATO Personnel Security Clearance Certificate, issued by the respective National Security Authority or other competent bodies.



(2) Attestation of NATO Personnel Security Clearance issued by a security official of the sending national or NATO military or civilian body.

(3) AMIS-card.

b. Visitors hand carrying NATO classified material higher than NATO RESTRICTED must have written courier authorization (Reference: AD 70-1) from their point of origin. In addition, prior notification (name, organization, date/time of arrival) should be sent to the HQJFC Central Registry staff (+31-(0)45-526- 2848 or +31-(0)45-526-3765). Failure to provide this certification is a security violation, and will be reported to the individual's home organization for action if necessary.

11. **Medical.**

a. The routine medical care will be available in JFCBS.

b. An appropriate emergency medical care shall be provided calling 112 number of emergency. Any treatment, including hospitalization, shall be provided on reimbursement basis and the cost will be based upon current rates. Procedures for reimbursement will be established according to valid agreements between the Nederland/German Health Service and the National Health Service of each meeting's attendee (for EU citizens, European Health Insurance Card is required).

c. A First Aid Kit is available in JFC BRUNSSUM.

12. **Out-processing.** Out-processing is mandatory and will take place in the reception centre at the end of the event in accordance with the event schedule.

13. **Dress code.** Dress code will be BDU or equivalent normal daily uniform. If national security regulations require attendance in civilian dress it is permitted. Changing rooms will be available.

14. **Information and coordination on RLS:**

a. **HQ JFCBS BSG OES:** OF-4 MOUCHAERS, Frank (BEL A)

NSWAN: JFCBS MGT BSG TRJU 19

UNCLASS: JFCBS MGT BSG OES

Telephone: NCN: 244-3317

Commercial: +31-(0)45-526-3317

b. **HQ JFCBS BSG OES:** OF-3 KRIEGE, Christoph (DEU A)

NSWAN: JFCBS MGT BSG TRJU 19

UNCLASS: JFCBS MGT BSG OES

Telephone: NCN: 244-3254

Commercial: +31-(0)45-526-3254

c. **Emergency number during CPX execution:**

During exercise hours, participants can be reached in case of emergency via phone number +31-(0)45-526-4422.

**Personal Administration Form (PAF)**

**Reference number:** ACT.760.4

**Full event name:** TRIDENT JUPITER 2019 PART 2 EXECUTION PHASE OBSERVATION

**Date:** 30-31 March 2020

To be returned fax or E-mail NLT 16 March 2020 to:

**POC** Maj Pavel SIMEK, CZE AF, +31 45 526 2958, pavel.simek@jfcbs.nato.int

**APPLICANT DATA**

Nationality: \_\_\_\_\_

National Rank: \_\_\_\_\_, NATO Rank: \_\_\_\_\_

Family name: \_\_\_\_\_, First name: \_\_\_\_\_

Service: \_\_\_\_\_, Unit: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

ID Number: \_\_\_\_\_

Security clearance: \_\_\_\_\_

**ADDITIONAL INFORMATION**

A. Gender: \_\_\_\_\_

B. Accommodation: \_\_\_\_\_

C. Date of arrival: \_\_\_\_\_ Flight number: \_\_\_\_\_

D. Date of departure: \_\_\_\_\_ Flight number: \_\_\_\_\_

**Visa required:** Yes  No

**PASSPORT #**(indicate personal or official): \_\_\_\_\_ Issued: \_\_\_\_\_ Expired: \_\_\_\_\_

*If request visa, please indicate the respective Embassies where the Visa Support Letter should be sent in the Host Nation :*

**Address:** Embassy of \_\_\_\_\_ in \_\_\_\_\_, city: \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

**fax of the Embassy:** \_\_\_\_\_

## FINANCIAL ASSISTANCE REQUEST FORM

(To be attached by the PfP/MD/PatG Partner Nation to the Official Participation Request)

### ACTIVITY IDENTIFICATION<sup>1</sup>

Activity (Event): TRJU19 Part 2 CPX - OBSERVATION	Reference number: ACT.760.4
Date: 30 – 31 Mar 2020	Location: Brunssum, The Netherlands

### PARTICIPANT IDENTIFICATION

Partner Nation:	Rank/Service:
Family name:	First Name:
ID/Number:	Tel/Number:
Email:	Official address:

### ESTIMATE OF EXPENDITURE

Travel:	Tuition fee:
Accommodation:	Other:
Meals:	<b>TOTAL:</b>

### BANK IDENTIFICATION FOR REIMBURSEMENT<sup>2</sup> (in capital letters)

Beneficiary <sup>3</sup>	
Currency requested	
Name of Bank	
Name of Agency	
SWIFT code <sup>4</sup>	
IBAN code	
Account number <sup>5</sup>	

### PARTNER NATION AUTHORISATION

Date:	Name:	Signature & Stamps:
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<sup>1</sup> As it is in e-PRIME.

<sup>2</sup> **Unless each cell is completed, we are not able to remit the reimbursement.**

<sup>3</sup> Official name of the bank account holder.

<sup>4</sup> If IBAN code **is provided**, this cell can be empty.

<sup>5</sup> If IBAN code **is NOT provided**, indicate the bank account number in this cell.

