

# **Austrian Armed Forces**

**Invitation letter for the  
NATO OCC E&F**

**NEL1 - Medium Transport Company**

**AUT / 2020**

**20sep20 – 25sep20**

**Federal State of STYRIA/ AUSTRIA**

**Pre-Information for  
NEL<sub>1</sub> / AUT / 2020  
20sep20 – 25sep20**

- 1 Introduction and Welcome
- 2 General Description of the Exercise
- 3 Timeline NEL<sub>1</sub> - Medium Transport Company (DRAFT)
- 4 Administrative Instructions

## 1. Introduction and Welcome

As the national Evaluation Director, being in charge of the OCC E&F Program within the Austrian Armed Forces, I welcome you to the NEL1 / AUT / 2020 which will take place on military training areas and outside at open terrain at the Federal State of STYRIA / AUSTRIA.

Austria appreciates your willingness to support the NEL1 of a "Medium Transport Company" in AUT this year.

From the perspective of the Austrian Armed Forces it should be a win – win situation for both, the international evaluators as well as the AUT / NEL1 / 2020.

For the international evaluators it will be a perfect training possibility in conducting the evaluation and for Austria the international support is to guarantee high evaluation - quality and credibility throughout the evaluation.

It will be of course our responsibility to provide the required Host Nation Support for all international participants.

Good luck and I hope you will enjoy your participation at this event.

Col Ronald SCHMIED  
nEvalDir / OCC E&F

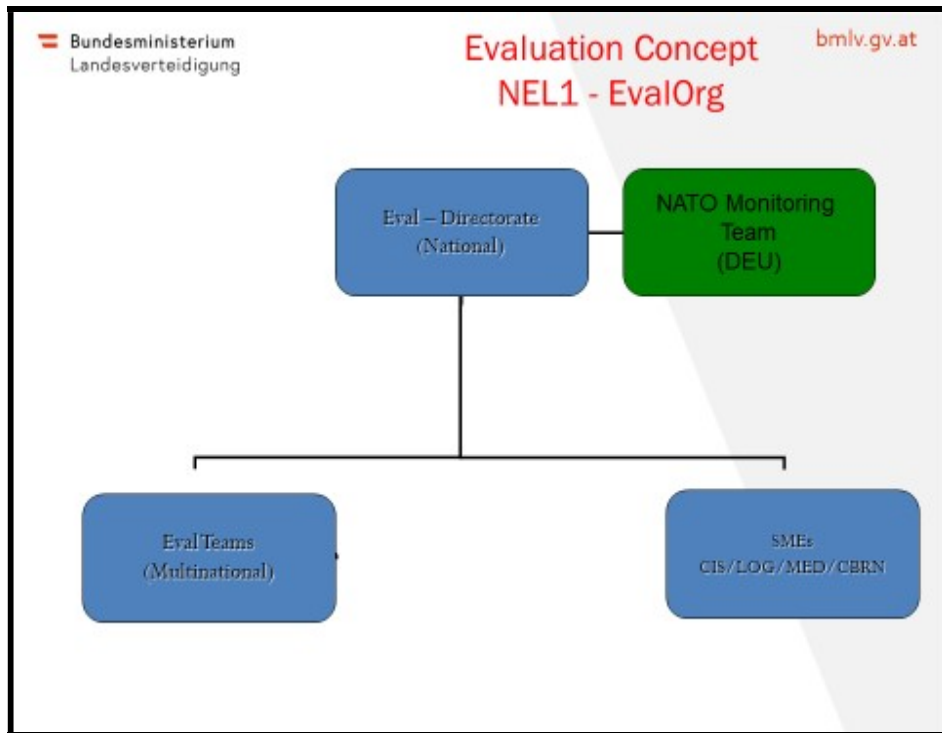
## 2. General Description of the Exercise

The NEL1 of the AUT "Medium Transport Company" will be embedded in a FTX. Directed and conducted by the LogReg1.

### Location:

The FTX will be conducted mainly on military training areas close to the home garrison of the respective unit but also at open terrain outside of military training areas, at the Federal State of STYRIA / AUSTRIA.





### **3. Timeline NEL<sub>1</sub> (DRAFT)**

- 20sep20: Travel day for international Evaluators**  
Transfer Airport - Hotel
- 21sep20: Evaluation/Preparation phase**  
Information briefs  
DB – Training  
Eval – Teams/internal Preparation  
App. 1500hrs: Start of the Evaluation
- 22 - 24sep20: Evaluation/Execution phase**  
According to the Evaluation-Plan
- 25sep20: IFR – presentation**  
Reporting to be finalised  
App. 1100hrs: Presentation of the IFR to the unit
- 25sep20: Travel day for international Evaluators**  
NET 14:00: Transfer Barracks - Hotel - Airport

## 4. Administrative Instructions

### **1) Location:**

The evaluation will be conducted mainly on military training areas close to the home garrison of the respective unit but also at open terrain outside of military training areas, at the Federal State of STYRIA / AUSTRIA.

### **Accommodation / Hotel:**

International Evaluators:

20sep20 – 25sep20,

Hotel GRATKORN

A-8101, GRATKORN, Brucker Str. 2-4

Phone: +43 3124 251550

Email [office@hotel-gratkorn.at](mailto:office@hotel-gratkorn.at)

Charges: € 56,50 per day B&B; credit cards accepted;

There is **no requirement to book rooms individually** as it will be done by the Austrian HNS.

During the evaluation transportation from and to the hotel will be arranged by the Austrian HNS.

### **2) POC:**

#### **POC AUT-Eval-Program:**

Austrian Armed Forces

COL Ronald SCHMIED (nEvalDir)

Phone: +43 50201 80 22780

Mobile: +43 664 622 7832

E-Mail: [ronald.schmied@bmlv.gv.at](mailto:ronald.schmied@bmlv.gv.at)

#### **POC AUT HNS:**

Austrian Armed Forces

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MSSgt SCHNEIDHOFER Bernd

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E-Mail: [christian.treven@bmlv.gv.at](mailto:christian.treven@bmlv.gv.at)

[bernd.schneidhofer@bmlv.gv.at](mailto:bernd.schneidhofer@bmlv.gv.at)

**3) Arrival at GRAZ Airport:**

The date of arrival should be **20sep20**.

Military transport to the Hotel will be provided from GRAZ Airport. Staff/Evaluators will be received in the respective **Airport arrival hall meeting point** by military staff of the AUT HNS.

In order to ensure airport pick up, participants are required to send all arrival details to POC AUT HNS and [stefan.reich@bmlv.gv.at](mailto:stefan.reich@bmlv.gv.at) **NLT 07sep20**.

For any changes on short notice please contact the POC AUT HNS via e-mail or mobile.

**4) Arrival by Car:**

Staff/Evaluators arriving by car are requested to indicate the mode of travel - by car – and to report the estimated time of arrival to POC AUT HNS and [stefan.reich@bmlv.gv.at](mailto:stefan.reich@bmlv.gv.at).

**5) Visa**

Staff/Evaluators of some nations will require a SCHENGEN visa for entry into AUSTRIA. Appropriate visa and entrance regulations to the host nation are each individual nation's responsibility. These participants should apply for such a visa at the Austrian Embassy in their capitals. Further information can be obtained from the "*Austrian Federal Ministry Europe, Integration and Foreign Affairs*" Office Web Site.

<https://www.bmeia.gv.at/>

**Additional to the a. m. VISA procedures required requests (RfV) on the military diplomatic channel are also remaining each individual nation's responsibility.**

**6) Departure:**

Departure flights should not leave earlier than **1600 hrs on 25sep20** from GRAZ Airport.

Staff/Evaluators will be brought to GRAZ Airport. Officers, whose departure date is later than **25sep20**, can be accommodated on own arrangement.

**7) Medical Care:**

In case of required medical support (military medical facilities, general practitioner), please contact the HNS Staff. Emergency medical treatment (First Aid) will be free of charge and provided by the respective infirmary (excl. dental care). Further medical treatment provided by HN has to be paid by the respective SN. Necessary transportation from exercise area/accommodation to civilian medical treatment facilities will be provided by HN.

**8) Miscellaneous:**



- All participants need to have a valid passport or an ID card (according to the HN regulations), a personal NATO or national travel order and a military ID.
- Permission to wear uniforms and to visit and stay in military compounds for NATO-, PfP-, MD- and ICI-countries personnel as directed by HN.
- Complimentary internet access in the hotel is available.
- No ice-breaker or other formal event is planned.
- Attire:
  - o Average Temperature for the area in September is **app. 20** degrees Celsius.
  - o Dress for the entire evaluation will be combat/field uniform. There is no requirement for service uniform (or “best day dress”).
  - o Staff/Evaluators are requested to bring with them the necessary field clothing/gear and military boots. Whenever needed, helmet and ear protection will be provided by the HN.
  - o For travelling to and from Austria, all participants are requested to wear civilian clothing.
- All participants are requested to forward the attached “**Attendance Request Format**” **NLT 03aug20** to [stefan.reich@bmlv.gv.at](mailto:stefan.reich@bmlv.gv.at).
- Additionally it is to inform that there will be no further “Invitation letter” sent out by SHAPE PD for this AUT – event.

#### **g) Financial Aspects:**

**Accommodation:** See para 1

#### **Meals**

Breakfast: 3,10 €

Lunch: 5,20 €

Dinner: 5,20 €

Breakfast may be taken in the restaurant of the hotel or the training area, depending on assigned evaluation tasks. All other meals will be taken in the training area / dining facility. Consumption of beverages during lunch and dinner is included. During the field evaluation, packed lunch boxes will be provided.

#### **Note:**

Payments for meals are to be made in cash only. The preferred payment method for the hotel bill is cash or credit card.

#### **NATO subsidization policy:**

Participants are to be aware that the NATO subsidization policy does not apply for this event.

**Annex:**

Attendance Request Format

**Distribution:**

Action:

FIN PNMR

IRL PNMR

SWE PNMR

ISR PNMR

CHE PNMR

Information:

SHAPE PD

NATO Monitoring Team (DEU)



## **OCC E&F ATTENDANCE REQUEST AUT NEL 1**

Medium Transport Company

### 1. Subject

NEL 1: Medium Transport Company

### 2. Host / Location

Federal State of STYRIA/AUSTRIA

### 3. Dates for Participation

Travel dates: 20 and 25 September 2020

Evaluation: 21 - 25 September 2020

### 4. Personal Information

<input type="checkbox"/> Male <input type="checkbox"/> Female	Nationality:
Last Name:	First Name:
Rank:    Officer: NCO: Other:	English Language Proficiency grade (0-5)*: Listening/Speaking/Reading/Writing
Service:	Passport Number:
Current duty:	Passport issued on: Passport expiring on:
Current Command:	Date of Birth:
Specify your expertise (EOD, CIS, Pilot, ASW etc.):	
Participant e-mail (work):	

Participant cell phone (on move): country code, area code, number	NATO ID Number (if applicable):
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5. National Point of Contact (POC) to forward information's and instructions

(Name and mailing address):	
National POC / e-Mail (work):	
POC / Tel (work): country code, area code, number	POC / Fax (work):

6. Additional requests (Special food requirements, Special medical support)

7. Forward of Attendance Request

Nations are kindly requested to complete the form electronically and send it to the AUT POC LTC Stefan REICH NLT 03 August 2020;

e-mail: [stefan.reich@bmlv.gv.at](mailto:stefan.reich@bmlv.gv.at)