Regional Defence Sections Date: April 2019

Ministry of Hellenic National Defence Ministry

Hellenic Police

Hellenic Coast Guard

Hellenic Ministry of Foreign Affairs

**JOINING INSTRUCTIONS STRATEGIC LEADERSHIP PROGRAMME (EXPORT) - GREECE**

1. **Introduction**. You have been invited to attend the Strategic Leadership Programme (SLP) being delivered in Athens, Greece from 1-5 July 2019. The SLP is a five-day programme for senior leaders (officers and officials). Please ensure that you read through the following information carefully and that you send the completed Student Details Form to eva.alexandratou@fco.gov.uk by 20 May 2019. If you require any assistance or clarification please contact Eva Alexandratou by e-mail at eva.alexandratou@fco.gov.uk or on +30 210 7272764.

A civil-military team will present the SLP. Colonel Yori Griffiths, Director International Section at the Defence Academy of the United Kingdom, and Dr Bryan Watters, Senior Lecturer in Leadership Studies (and Director of the Leadership MSc programme) at Cranfield University will deliver the course. This regional, cross government course will be delivered to 30 participants at the **British Embassy Residence Athens,** 2 Loukianou str. 106 75. Course participation will consist, (1) 15 places offered to the Hellenic Ministry of National Defence, (2) 6 places will be drawn from across the Greek government (i.e. MFA, HCG, Customs Authority Greece, Hellenic Police etc), and (3) the final third will be invited from regional partners to include Cyprus, Jordan, Egypt, Israel, Bulgaria, Albania, Republic of Northern Macedonia and Serbia – 3 places will be secured for the UK. Experience has shown that a broader representation from the security sector yields more diverse views and enriches the course.

The UK MOD will fund the cost of the course. This includes, accommodation for all regional delegates (Athinais Hotel); the provision of lunch for all those attending the course, flights, travel to and from airport and subsistence for regional delegates; as well as lecturer fees. The Host Nation has kindly offered to provide transportation between the hotel and venue.

There will be an ‘ice breaker’ evening meal on the first evening of the course, Monday 1 July 2019, at an authentic, traditional tavern, “Karavitis”. There will also be opportunities during the week (after course hours) to see some of the city’s historical monuments.

The course will be delivered in English. There is no assessment on the course and no evening work is required. However, all delegates are encouraged to share their experiences and engage in the discussions to enrich the course. All delegates will receive a certificate from the Defence Academy of the United Kingdom and Cranfield University on completion of the course. A hard and soft copy of all presentational material and additional reading will be provided to delegates at the beginning of the course. Visitors, such as senior officers/officials and other Defence Attachés, are welcome.

2. **Programme**. A copy of the programme is attached. The content and structure of the course has been decided upon in discussions between the host nation and the Defence Academy. The course will commence on Monday morning at 0930 hours and conclude on Friday afternoon at 1330 hours.

**3. Arrival.** Delegates should choose a flight arriving at El. Venizelos Airport on Sunday, 30 June 19. Travel by car, from the airport to the hotel in Athens centre, is approximately 40’ drive. At all times, taxis are available at the airport and the journey fare should not exceed €50. Please keep receipts for reimbursement.

**4. Documents.** A valid passport is required with at least 6 months to run before you return to your country. A visa may also be required, please check requirements with your Embassy.

**5. Travel Arrangements Athens - Greece.** Transport will be provided throughout the SLP for all official events. If delegates wish to undertaken any private engagements outside of the programme we recommend Taxi Plon Company who can be reached on +30 210 2719555

**6. Accommodation.** A single room has been booked for regional delegates at the Athinais Hotel, 99 Vassilissis Ave, Athens from 30 June to 5 July 2019 (5 nights). Greece electricity operates on a 230 volts/50 Hz system. If you intend to bring any electrical equipment with you please ensure that you also have an appropriate adaptor although the hotel should be able to provide some.

**7. Dress.** Dress for the SLP is as follows:

* Jacket and tie (all delegates) for the introductory session (Monday 1 July) and the Closing Ceremony on the final day (Friday 5 July).
* Smart casual attire (shirt and slacks) for the majority of the course and on the ‘ice breaker’ evening out (Monday 1 July).
* For military personnel, uniform ( tie and jacket) should be worn for the Opening Ceremony and course photograph (1 July) and Closing Ceremony and Certificate presentation on the final day (5 July).

**8. Photograph.** A course photograph will be taken following the Opening Ceremony on Monday 1 July 2019. All delegates will receive a copy of the photograph.

**9.** **Timings.** See draft programme

**10**. **Enquiries**. Course enquiries should be directed to Mrs Eva Alexandratou (eva.alexandratou@fco.gov.uk) or Mrs Johanne Harrison on (johanne.harrison@fco.gov.uk) on +30 210 7272 764 or 7272 619

Captain Timothy David Ferns

Defence Attaché

**Annex:**

**A** Student Details Form

**Attachment:** draft Programme

**Annex A**

**Dated Apr 19**

**Student Details and Acknowledgement of Joining Instructions**

Students are to complete all information fields and return it to eva.alexandratou@fco.gov.uk.

2. Personal Information:

1. Name:
2. Rank: Assistant

 d. Country:

 e. Contact Telephone Number:

 f. Preferred email address:

 g. Dietary Requirements

**Participants Not Resident In Greece**

3. My flights details are as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| Inbound Date | ETA (Local) | Outbound date | Check-in time |
|  |  |  |  |

Once flight options have been identified, please contact Johanne Harrison by e-mail at johanne.harrison@fco.gov.uk or on +30 210 7272619. Defence Section Greece will look at flight comparisons to identify best value for money.

If flights are booked through the Defence Section at the British Embassy in your Country, Defence Section - Greece will provide charging codes.

Hotel Accommodation will be booked for non-Resident participants

Signed

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Return to:

Defence Executive Officer

British Embassy- Defence Section

Greece

Email: eva.alexandratou@fco.gov.uk

Tel: +30 201 7272 764