

Additional Information – Course on CPOC

1. Conditions of Participation

a. Expected Participant's Profile

This course is set at the operational level and targets **national and international mid- to senior level experts and decision-makers** of armed forces (from rank of Major/OF-3 and above), police (equivalent levels of senior police officers), United Nations Missions and Agencies, International and Regional Organisations and staff from non-governmental/civilian organisations (UN professional level P3 and above or equivalent in other organisations, head of substantive section and above), and the political/civilian administration (senior staff, head of division/department and above) who are working in the context of or with peacekeeping operations in complex emergencies requiring the protection of civilians in armed conflict.

The course is a specialisation course and participants are expected to bring basic knowledge of and/or experience of work in peace support operations, kindly note that it explicitly is **not an induction course**.

It is furthermore **not open for academic researchers or university students**, but reserved for practitioners and experts only, as explained above.

b. Expected Preparations

Participants are required to complete selected e-Learning modules in the preparatory phase preceding the residential part of this course. The timely completion of these eLearning modules is a precondition for participation and for receiving the course certificate.

Participants are expected to be available over email as soon as they have been confirmed for participation by the ASPR and keep ongoing contact with the ASPR for all preparation steps.

c. Course Language & Expected Attendance

The course language is English, and participants must be fully proficient in English to be able to engage in discussions and fully benefit from the training.

Course participants must be present at the course and fully participate to all course elements, as per the programme. Participants are to be released from any other duties during the course time to allow the necessary learning in a very intense and fully packed week. Absence during the course may result in disqualification from the course diploma.

d. Certificate

Successful participants are rewarded with an official ESDC certificate at the end of the course residential phase. The certificate will only be granted if the pre-residential e-learning and the residential phase have both been completed successfully.

2. Selection Criteria

From all timely submitted applications, a Course Admission Board, consisting of subject matter experts, strives to select a highly qualified group of participants to ensure the set course standard. The selection process considers a balance in professional and organisational backgrounds, age, nationality and gender.

Qualified female candidates are strongly encouraged to apply!

Since the slots are limited to 30 participants, only the best qualified candidates can be admitted. The selection of the Course sAdmission Board is final and cannot be challenged.

Depending on applicable national SARS COV II regulations, selection and admission may also be subject to the travel and immigration regulations accordingly (see specific point below).

3. Course Cost

The ESDC Courses are a capacity building measure by EU member states for their personnel working in or being deployed to CSDP missions. According to the agreement by the EU member states, the following cost sharing arrangement has been decided: The country where the ESDC course takes place is the course host and covers all general course-related issues while the sending member states cover the cost for the individual participants they send (see details below).

To be covered by participants:

a. Travel and Full Board Accommodation

Participants are to organise and book their travel to the course premises to arrive at the accommodation on the Sunday before the course start.

More detailed guidance on available ground transport options to reach the course location will be provided to the confirmed participants.

Any costs for immigration to Austria are to be covered by the participants, this also includes visa fees, costs for required tests and vaccinations for SARS COV II.

Participants are to organise and book their own accommodation. The course premises of the ASPR are located directly across from the “Hotel Burg Schlaining”, where accommodation and meals can be booked by the selected participants, once their participation has been officially confirmed by the ASPR. Depending on the room category, prices for the overnight with breakfast at the “Hotel Burg Schlaining” range from 95 to 120 EUR; meals are 25 EUR excluding drinks. Prices may be subject to change as per the hotel’s policy.

Any extra costs incurring during the course (laundry, phone etc.) are to be covered by the participants.

Detailed joining instructions will be issued to confirmed participants only. Applicants/sending entities are kindly requested to commence bookings only when the official confirmation of participation has been received.

Covered by the Course Host:

b. Conference Costs & Hosted Dinner

Costs for Expert Trainers, course materials, the conference facility and 2 coffee breaks per course day are covered by the Federal Ministry of Defence of the Republic of Austria.

4. Health Insurance and SARS COV II

Note: These are the regulations known at the time of the announcement of the course; they may change according to official regulations.

Participants are to be fully covered by a valid health insurance; the ASPR and the course host do not cover any medical costs, including emergencies and costs for the treatment of SARS COV II infections.

All official regulations of the Republic of Austria for SARS COV II must be observed for immigration and the duration of the stay and are the responsibility of the participant.

It is anticipated that for the course participation, participants will most likely need a valid EU-approved and completed vaccination and will have to bring the relevant international certificates accordingly.

Participants must bring their own FFP-2 masks and wear them as per the regulations.

Relevant safety measures will be set up for the running of the course in order to guarantee maximum protection for all participants and persons tasked with the course implementation.

For details on current regulations, kindly check these links:

[Entry into Austria and pre-travel clearance \(oesterreich.gv.at\)](https://www.oesterreich.gv.at)

[Coronavirus: Entry Regulations to Austria.](#)

[Re-open EU \(europa.eu\)](https://european-council.europa.eu)

5. How to submit the Application

For the application, please use the link on the ASPR website [ESDC Course on the Comprehensive Protection of Civilians - ASPR](#) and submit it **strictly until the set deadline**.

In case candidates are officially nominated, a supporting letter can be uploaded as reference over the online application form.

Please note that all information provided on the form will be kept strictly internal and shared only with the partners organising the course under the EU Data Protection Regulations.

We do not need any additional documentation, such as diplomas or a complete CV.