



## **Annex 2**

### ***Administrative Details to the***

# **6<sup>th</sup> ESDC Advanced Course for Political Advisors in EU Missions and Operations**

***Brussels/Geneva/Vienna - February/April/June 2017***

## **Sending Parties**

The **ESDC Advanced Course for Political Advisors in EU Missions and Operations** is open to participants from all EU Member States, candidate countries, relevant EU institutions and agencies as well as to members or possible candidates of Political Advisory positions in theatre.

Participation by course participants from candidate countries is subject to the existence of a security agreement at the time the course starts.

## **Modalities**

- Participants should be working in political advisory positions/departments in national capitals, EU institutions, EU agencies as well as in EU missions and operations. Subject to national decision, they can be civilian (including diplomats, police, academics, members of the business community) and/or military.
- Selection of the course participants is the responsibility of the organizers.
- The **deadline** for applications is **15 December 2016**, using the attached form **Annex 3**.
- The maximum size of the course is limited to 25 participants.
- The selected participants will receive a **confirmation letter** by **22 December 2016** at the latest.
- No course fee is charged, but participants are asked to cover their own travel, hotel as well as meals (unless indicated otherwise in the program).
- **EU Security Clearance at the level "Confidential" or higher is required.** A copy of a valid security clearance shall be provided by the course participant or the relevant national/EU security office to the EEAS Security Clearance Office by e-mail to the following address [EEAS-SECURITY-CLEARANCE@eeas.europa.eu](mailto:EEAS-SECURITY-CLEARANCE@eeas.europa.eu) at the latest one week before the course (6 February 2016!).

## **Registration of participants**

Please see Annex 3.

## **Support**

- This course will make use of the ESDC eLearning (ILIAS) system.
- Communication between participants, the Module Leaders and the ESDC secretariat will make use of e-mail and Internet.
- Sending authorities or the course participant will bear all costs related to the participation in the course, including accommodation and travel expenses.
- The institutes organising the course modules will each bear their own costs related to organisation and administrative support.

## **Languages**

Working languages are English and French without interpretation (CSDP language regime).

## **Certificate of Attendance**

Availability will be considered an explicit selection criterion: each participant should be able to complete all residential modules of the course and the eLearning components.

A certificate of attendance signed by the High Representative of the Union for Foreign Affairs and Security Policy will be awarded to the participants according to the agreed modalities (Modalities of the ESDC Certificate/Doc: SC/2009/022 as of 31 August 2009).