

## INFORMATION ABOUT CONDITIONS AND COSTS OF PARTICIPATION

### TRAINING COURSE ON THE PROTECTION OF CIVILIANS IN ARMED CONFLICT (POC) 2-7 DECEMBER 2012, STADTSCHLAINING/AUSTRIA

#### 1. Conditions of Participation

The course targets national and international experts and decision-makers of the armed forces (battalion level and above), the police (commander of formed police unit and above), non-governmental/civilian organisations (head of substantive section and above), and the political/civilian administration (head of division/department and above) involved in crisis management or Peace Support Operations.

Since English will be the working language of the course, participants must be fully proficient in English to be able to engage in discussions and fully benefit from the training.

Participants who wish to arrive late or depart early cannot be accepted. The intense format of the programme does not allow for any additional commitments during the course.

#### 2. Selection of Participants

The organizers intend to select a highly diverse group of participants in terms of professional and organisational background, age and nationality, and with regard to proper gender balance. However, as only a limited number of about 25 participants can be accepted, priority is given to applicants who best fulfil the conditions outlined above to ensure training at the highest level.

To apply to the course use the "Application Form" sent out with this email. Please fill in all relevant information and provide an active email address you have regular access to, as we will be sending you important course-related information. Any information you share in the form will only be used for selection purposes and will not be distributed to others.

All applicants are requested to send the application form by email to  
Ms. Claudia Hofer, [mpt@aspr.ac.at](mailto:mpt@aspr.ac.at), Tel: +43-3355-2498-507

**Please make sure to send your course application form no later than 1 September 2012 in order to be considered for the selection process.**

### 3. Costs of Participation

Support by the Federal Ministry of Defence and Sports covers all course related expenses (such as participation fees, course materials, expert honoraria, facilities, etc.). Participants only need to cover their full-board accommodation at the local Hotel and Conference Centre for the duration of the training as well as their travel expenses. Free collective transport between Vienna and the course venue will be provided by the ASPR. Furthermore, participants will be responsible for all beverages, laundry, telephone bills and other personal costs that might occur.

The total cost for 5 nights of full-board accommodation (incl. coffee breaks) at Hotel Burg Schlaining amounts to € 550,- per participant. Information on the payment procedures will be sent out to participants in due course.

Questions regarding the Training Course on POC should be directed to the  
**Austrian Study Centre for Peace and Conflict Resolution (ASPR)**

Course programme and coordination:

Ms. Eva HUBER

[huber@aspr.ac.at](mailto:huber@aspr.ac.at)

Tel.: +43-3355-2498-510

Administration and logistics:

Ms. Claudia HOFER

[mpt@aspr.ac.at](mailto:mpt@aspr.ac.at)

Tel.: +43-3355-2498-507

*Please note that we will be on **summer break from 30 July – 17 August**. We therefore strongly encourage you to contact us before (or after) the summer break in case you have questions concerning your course application or participation.*