



**COUNTER IMPROVISED EXPLOSIVE DEVICES
CENTER OF EXCELLENCE**
CTRA. M-618 COLMENAR VIEJO - TORRELODONES, KM 14
28240 – HOYO DE MANZANARES
MADRID (SPAIN)
info@ciedcoe.org



Accredited COE

S144/2025

TO: See DISTRIBUTION LIST

SUBJECT: Calling Letter for NATO Weapons Intelligence Team Course, Counter Improvised Explosive Device Centre of Excellence, 02 September – 19 September 2025 (Szentendre, Hungary).

DATE: 03rd June 2025

REFERENCES:

- A. Bi-SC Directive 075-007, 10 September 2015.
- B. AJP 3.15 (C) (NATO C-IED Doctrine for Countering IEDs), February 2018.
- C. STANAG 2294 (ACIEDP-01, Edition B, Version 1, “NATO C-IED Training Requirements”), 12 November 2018.
- D. STANAG 2298 (ACIEDP-02, Edition B, Version 1, “NATO Weapons Intelligence Team (WIT) Capabilities”), 23 February 2018.
- E. AC/259-D (2023) 0070 DAT POW Reinforced - VOLUNTARY NATIONAL CONTRIBUTION FUND, NATO Weapons Intelligence Team (WIT) Training 2024-25, Executing Agent Agreement / Financial Management Agreement, 15 December 2023.
- F. C-IED COE POW 2025.
- G. Save the date letter (03MAR2025, S043-2025).

1. In accordance with references A and B, based on the doctrinal foundations of reference C and in order to meet the requirements of reference D, the C-IED Center of Excellence (C-IED COE) conducts the 25.2 Weapons Intelligence Team (WIT) Course from 02 to 19 September 2025 at the Hungarian Defence Forces NCO Academy (HDF NCOA), Szentendre.

Course Code (ETOC): [IED-ED-3767](#)

2. The aim of the WIT Course is to train personnel to collect, collate, assess, and disseminate information on adversary capabilities relating directly to their use of weapons, caches, finds, etc. The course specifically includes the investigation of IEDs, IED explosions, the subsequent collection of explosion remains, intelligence and information, as well as providing technical and tactical assessment.

3. Representatives of the C-IED COE sponsoring nations, NATO and Interoperability Platform Nations¹ are invited to attend the NATO WIT Course, which will be conducted in the facilities of the Hungarian Defence Forces NCO Academy. See Annex A for Course details.
4. The **deadline for application** for the 25.2 WIT Course is the **21st of July 2025**. Applications after the deadline will not be accepted. See Annex B for application instructions.
5. The course has in total 20 seats for attendees. The number of seats per nation will be prioritized according to requested operational needs. Authority for prioritization is the C-IED COE.
6. If **nations** request more than one attendant for the course, they are **kindly asked to prioritize their attendees**.
7. All applicants will receive the confirmation/regret mail from C-IED COE not later than 25th July 2025. Selected participants can start travel arrangements after this mail. No travel arrangements should be made prior to receiving the confirmation of participation.
8. Details regarding real life support, travel, accommodation, transportation and meals will be confirmed in the confirmation email and can be referred to Annex B.
9. Should you have any questions, please contact the C-IED COE Points of Contact.

Course Director:

OF-4 Rui CORDEIRO (PRT Army)

E-mail: wit@ciedcoe.org

Phone: +34 918561040 / +34 669470884

Course Assistant: coursesadmin@ciedcoe.org

ANNEXES:

- A. WIT Course Details
- B. Admin instructions
B-1: PAF (Personnel Application Form)

Javier Corbacho Margallo
Colonel, ESP Army
DIRECTOR

¹ Interoperability Platform members: Armenia, Australia, Austria, Azerbaijan, Bahrain, Bosnia and Herzegovina, Georgia, Ireland, Japan, Jordan, Kazakhstan, the Republic of Korea, the Republic of Moldova, Mongolia, Morocco, New Zealand, Serbia, Switzerland, Tunisia, Ukraine, and the United Arab Emirates.

DISTRIBUTION LIST:

ACTION / TO:

WIT COURSE DISTRIBUTION LIST

INFO / CC:

WIT COURSE DISTRIBUTION LIST

ANNEX A:
COURSE DETAILS

1. Training Audience

- a. Training Audience for the WIT Course are ideally from Explosive Ordnance Disposal, Engineering, Intelligence, Military Police, Special Operations, and Infantry backgrounds. The rank of students attending the course normally range from NATO OR 4-8 and OF 1-3.
- b. The aim is to provide essential WIT training to people posted in national training facilities and/or prior to arrival in theatre. The course is open to NATO and Interoperability Platform Nations. **Only nations who are able to fulfil these criteria should apply for the limited places on this course.**
- c. Language proficiency
 - i. An adequate understanding of written and spoken English is required.
 - ii. In accordance with STANAG 6001, a level of 3.2.3.2. is recommended for students to attend this course. Additionally, in accordance with ACIEDP-02 (ANNEX B), a **minimum requirement of PLS 2222 is mandatory.**

2. Tentative Agenda

28 August - Travel Day for Instructors

29 August – Host Nation Support & CD meeting

29 August – 01 September – WIT Instructors meetings - Standardization

01 September – Travel Day for attendees

02 – 19 September – Course days

19 September (NBT 13:00) – Course & travel day

It is essential that all students comply with these timings as personnel arriving late or leaving early will have a detrimental effect on the course and the host nation's support. The final day of the course will end promptly at 13:00.

It is recommended for the students to plan their departure flight NBT 16:00 or the next day.

3. WIT Course Learning/Training Environment

The training will consist of ADL-based theoretical lessons, classroom-based theoretical lessons, practical training, and demonstrations; syndicate-based planning sessions and live and non-live explosive exercises. Land centric environments will be covered by lessons, demonstrations, and exercises.

4. Advanced Distributed Learning (ADL)

- a. To join the resident WIT course phase, **it is mandatory to successfully complete** an e-learning ADL WIT phase. Those who have not attended or failed in the ADL phase will not get permission to attend the course. Students are requested to send their ADL certificate 10 days prior to the start of the course, and hand it over to the CD during in-processing.
- b. This ADL will be open for WIT Course students only, having the confirmation of attending the course.
- c. Students must create an account at the JADL portal <https://jadl.act.nato.int/> and request to join the [ADL 208 Weapons Intelligence Team \(WIT\) Prerequisite Course](#) under the tab Courses\NATO\NATO COEs\C-IED COE.
- d. Be advised, the completion of the ADL course requires, at least, two working days.
- e. **ADL POC:** Course Administration, Email (UNCLASS): coursesadmin@ciedcoe.org (C/C wit@ciedcoe.org).

5. Coordinating Instructions

- a. Dates and Duty Hours: 0830-1700 Mon to Fri (timings can be extended if needed).
- b. **This is a tactical level course**. Students must be prepared to undertake various tactical tasks, situations, and other scenarios, as the instruction requires.
- c. Course Loading. The Course can train up to 20 WIT students. **The authority for allocations is C-IED COE.** In case of oversubscription, the priorities for seat allocation will be:
 - (1) Personnel posted in national training facilities aimed to develop national WIT training capabilities.
 - (2) Personnel deploying on NATO recognized op in WIT/Tech Exploitation role within 6 months.
 - (3) Personnel deploying on NATO recognized op in WIT/Tech Exploitation role within 12 months.
 - (4) Personnel deploying on NATO recognized op in other role within 12 months.
- d. In the event of oversubscription and within the bounds of the priorities above, C-IED COE will endeavor to spread course loading across nations before any nation is allocated more than two (2) seats.
- e. If nations have requested more places than they are allocated, they will be asked to prioritize their attendees.

6. Miscellaneous

Further Course dates: new VNCF agreement under approval – 2026 TBD.

7. Service Support

Hungarian Defence Forces Non-Commissioned Officer Academy Location:

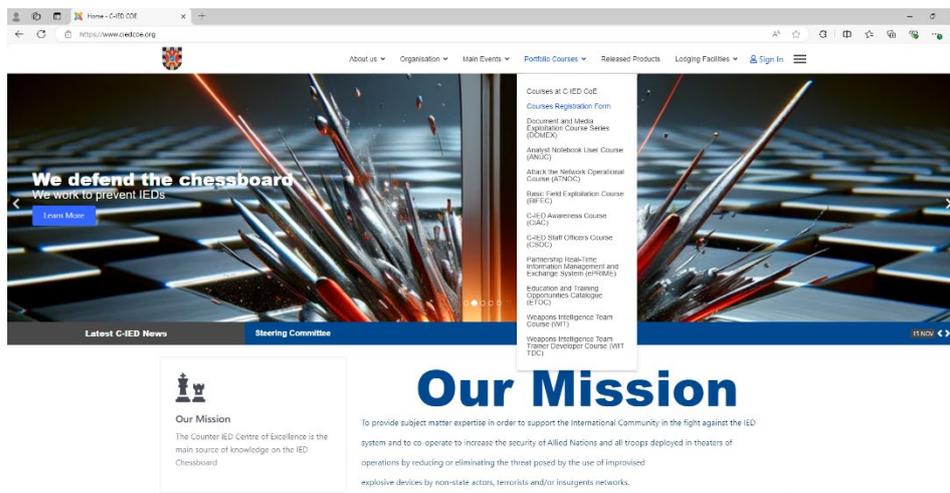
2000 Dózsa György Road 12-14, Szentendre, HUNGARY

ANNEX B: ADMIN INSTRUCTIONS

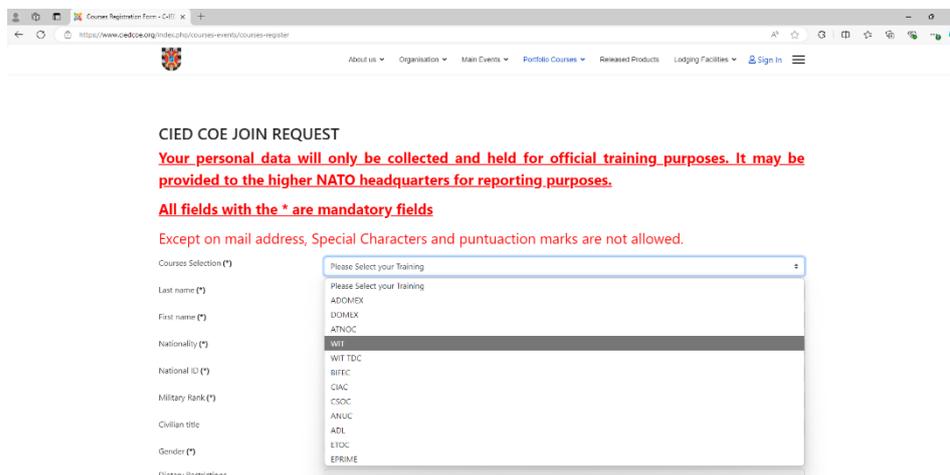
1. Application for the course

Candidates wishing to apply on this course should go to <https://www.ciedcoe.org> and follow the guidance below:

- a. Under “Portfolio Courses”, choose “Courses Registration Form”.



- b. Select WIT Course.



- c. Fill in all the additional information required and submit the form.
- d. In case you have trouble getting access to the webpage, contact the C-IED COE Course Assistant requesting an electronic version of the Personnel Application Form (PAF). Once completed send it back digitally to the C-IED COE Course Assistant (C/C wit@ciedcoe.org).

- e. **Make sure that your PAF is complete**, otherwise the application will not be considered successful.
- f. Final seat allocation will be made by the C-IED COE.
- g. No shows without early cancellation will be officially reported to Nations.

2. Dress code

- a. Duty uniform or battle dress uniform (BDU) or civilian equivalent.
- b. Uniform outside will be used only when travelling from the hotel to military facilities.
- c. No IPE will be needed. All the equipment needed to run the course will be distributed.

3. Security Classification

- a. The classification of the course is “NATO RESTRICTED RELEASABLE TO INTEROPERABILITY PLATFORM NATIONS”. Please bring your current national (for Partner nations) or NATO security clearance (for NATO nations).
- b. Participants will be required to send a copy of their Security Clearance Certificate to C-IED COE Course Assistant two weeks prior to the beginning of the course (NLT 18AUG25) and provide it during the in-processing. **The course cannot be attended without the certificate of security clearance.**

4. CIS

- a. Three laptops belonging to C-IED COE will be provided for teamwork for each team.
- b. Students are allowed to bring laptops to the Hungarian Defence Forces NCO Academy. Laptops could be useful after working hours to review documentation. Terms and conditions must be accepted accordingly.

5. Course fee

There will be a course fee of **36,000 HUF** (app. 95 EUR) to be collected, in cash, during registration (in processing). Attendees from C-IED COE Sponsoring Nations are excluded (CZE, DEU, ESP, FRA, GRE, HUN, NLD, PRT, ROU, SWE, TUR, and USA).

6. Real Life Support

- a. The selected attendants must contact the Hungarian Defence Forces NCO Academy in order to coordinate the real live support issues (hotel, transportation, ETA – ETD).
- b. **Travel to Hungary**
 - (1) Hungary is part of European Union and part of Schengen Space. The Hungarian currency is the Forint (HUF).
 - (2) Participants who require a Visa to enter Hungary, need to make own arrangements by requesting Visas through Embassies or Consulates of Hungary in their country of

origin. If required, the HDF NCO Academy can provide a certificate supporting the Visa request process. In that case, applicants are requested to provide full name as stated in the Passport and the passport number to the HDF NCO Academy POC stated below in due time.

c. Transportation.

- (1) The NCO Academy will provide free daily transportation (training days) between Aquaworld Resort Hotel Budapest – HUN NCO Academy and back. **Participants will be picked up at the hotel lobby at 08.00 on the first day of the course.**
- (2) From and to the Budapest Ferenc Liszt International Airport (BUD): Transportation from/to the Airport and the accommodation is an individual responsibility. Aquaworld Resort Budapest is accessible by using public transportation as follows:

Főtaxi:

Főtaxi, the taxi company with the longest traditions (founded 1913) in Hungary transports passengers between the terminals and Budapest. Főtaxi's several hundred cars, trained and experienced colleagues ensure a safe basis to satisfy passengers' needs at a high standard.

Reservations can be made in person at the Főtaxi booths located at the exits of Terminals 2A and 2B. At the taxi ranks in front of the stands, taxis are continuously waiting for passengers.

In Hungary, the taxi decree regulates the price of taxis at a fixed tariff of 440 HUF/km (1,15 EUR/km), in addition to a one-off basic fee of 1100 HUF (2.85 EUR) and a waiting fee. A ride to the city centre should typically cost around 10800 HUF (28 EUR), depending on traffic conditions.

Please be aware of potentially exposing yourself to risks by using other, non-contracted taxi service providers soliciting at the terminal buildings.

More information:

Telephone: +36 1 222 2 222

Mobile phone: +36 20 222 2 222, +36 30 222 2 222, +36 70 222 2 222

Email: panaszkezeles@fotaxi.hu, complaint@fotaxi.hu

Website: www.fotaxi.hu / Facebook page: facebook.com/fotaxi

Bolt (taxi app):

Open the Bolt app to request a ride: Select your destination and choose the BUD airport transportation option that suits you.

Follow the instructions in the app: The Budapest Airport pickup points will be shown in the app. You may also see ride-hailing pickup signs at Budapest Airport.

Follow the instructions in the app: Follow the directions in the app to reach the BUD pickup location. Ensure the car colour, make and driver details match what's in the app before getting into the car.

Website: <https://bolt.eu/en/airports/bud/>

Public transportation system (BudapestGO Public transport app):

Plan your trip in Budapest with real-time data. You can buy Budapest digital single tickets, time-based tickets, and 24/72-hour travelcards. You can buy your airport shuttle bus single ticket. Please note that bus line 100E is to be used only with the Airport shuttle bus single ticket. Airport shuttle bus 100E is in operation between Budapest airport and the city centre (Deák Ferenc tér).

Website: <https://bkk.hu/en/tickets-and-passes/budapestgo/>

d. **Accommodation.**

- (1) Participants can choose to be accommodated in any of the following hotels.
- (2) **Aquaworld Resort Budapest.** Advised location, as the NCO Academy arranged accommodation at the Hotel for a special rate of **125 EUR** (VAT included, standard room for single use/night). This rate includes the following services:
 - Accommodation with rich buffet breakfast, use of Oriental Spa, Wellness and Fitness Centre (relaxation pool, heated outdoor pool, mandala bath, saunas, steam bath, fitness room), wireless internet connection, use of the open-air car park.
 - The above room rate does not include local tax, which is obligatory for guests over 18 years and it is **4%** of the net room rate.

Students, once they are notified of their acceptance, are responsible for their individual bookings via the hotel's own online booking system at:
<https://www.aquaworldresort.hu/en>

For the special price use : **MHSPEC promo code**

Please note that the individual bookings will be confirmed by the hotel only with credit card guarantee.

Hotel reserves the right to ask the guest for payment deposit (credit card or cash) upon arrival to cover non-prepaid services. Credit card (VISA, American Express, Eurocard / Mastercard) payment is accepted at the hotel. Prices given in EUR as a guide; note that all invoices will be in HUF unless otherwise requested.

Hotel phone number: **+36 1 2313 600**, e-mail address:

reservation@aquaworldresort.hu

Reservation deadline: 14 days before the arrival. After the deadline Hotel can only confirm requests depending on its availability. 14 days before the arrival the cancellation is free of charge, otherwise one night accommodation will be charged.

(3) **Military Lodging**

Upon well-founded request, NCO Academy can offer on-post lodging in individual rooms with toilet and shower for the cost of 2500 HUF (app. 7 EUR). This fee should be paid in cash (HUF). The accommodation has communal kitchen areas and laundry. While bedding materials will be provided, students should bring their own towels, toiletries, etc.

(4) **Alternative Accommodations**

There are other accommodation possibilities in Szentendre, within close walking distance of the NCO Academy (1,5 km approx.), but limited room availability:

Mathias Rex Panzió és Étterem

2000 Szentendre, Kossuth Lajos utca 16.

Telephone: +36 (26) 505-570

E-mail: info@mathiasrexpazio.hu

Website: <https://mathiasrexpazio.hu/contact/>

Prices: 30.000 HUF (app. 75 EUR) / person / night, breakfast and the tourist tax included.

Bükkös Hotel

2000 Szentendre, Bükkös part 16.

Telephone: +36 (26) 501-360

E-mail: info@bukkoshotel.hu

Website: <https://bukkoshotel.hu/en/>

Standard Prices: 55.000 (app. 140 EUR) / 2 person/night, breakfast and the SPA & Wellness included. In case of 10 or more nights additional 15 % discount: 47.000 HUF (app. 120 EUR/ night / room).

44.000 HUF (app. 110 EUR) / 1 person/night, breakfast and the SPA & Wellness included. In case of 10 or more nights additional 15 % discount: 37620 HUF (app. 90 EUR / night / room). The hotel have its own underground garage for 3000 HUF (app. 8 EUR) and need to be booked in advance.

(5) **Please remember that the free daily transportation will be provided only from/to the Aquaworld Resort Budapest Hotel.**

Having submitted your reservation, students must contact HDF NCO Academy POC, Captain Filip BARÁTH, barath.filip@mil.hu

e. **Meals.**

(1) Lunch will be provided at the NCO Academy at the cost of **2300 HUF** (app. 6 EUR) per day.

(2) Breakfast and dinner service will be provided ONLY for on-post students. Breakfast will have a cost of 1650 HUF (app. 4 EUR) - 1650 HUF (app. 4 EUR) per day, breakfast and dinner total 3300 HUF (app. 8 EUR) per day.

(3) Participants may choose between the services of the hotels' restaurant with buffet meal or *a' la carte* restaurant, or downtown restaurants.

f. **In-processing**

- (1) All participants will be in-processed during the first day of the course. In processing will start at 08:30 hrs in the HDF NCO Academy receiving area. Administration fee and working days lunch will be paid in cash (HUF) during in-processing.
- (2) Personal security clearance certificate and ADL certificate to be handed to the CD during in processing.

g. **Command and Signal**

- (1) POC for the Hungarian Defence Forces NCO Academy (Real Life Support):

OF- 2 Filip BARÁTH (HUN Army)

Email: barath.filip@mil.hu

Phone: +36-30-688-1965

WhatsApp: +36-30-688-1965

OR-8 György Kalányos (HUN)

Email: kalanyos.gyorgy@mil.hu

Phone: +36-30-253-8044

- (2) POC for COE (Applications):

Course Administration - Email (UNCLASS): coursesadmin@ciedcoe.org

(Please include in C/C WIT generic address wit@ciedcoe.org in all WIT course related emails)

- (3) Questions on course content and *curriculum* can be referred to WIT CD:

OF-4 Rui CORDEIRO (LTCOL PRT Army)

Work Phone no: +34 918 561 040

Cell: +34 669 470 884

Email (UNCLASS): wit@ciedcoe.org

**Appendix B-1:
PAF
(Personnel Application Form)
For the NATO Weapons Intelligence Team Course 25.2 (WIT)**

E-mail to: coursesadmin@ciedcoe.org (cc: wit@ciedcoe.org) or Fax to: + 34 91 856 2390

Last name:	
First name:	
Nationality:	
National ID No:	
Military Rank:	
NATO Grade:	
Civilian title:	
Gender:	
Dietary restrictions (allergies, religion, etc.):	
Service (<i>Navy/Army/Air Force/Marine</i>):	
Specialist Branch (<i>Infantry, Engineer, EOD...</i>)	
Organization or Unit:	
Duty Title:	
Security clearance:	
Priority No (according to para. 5 & 6)	
List previous WIT experience and in what role	
<p>Are you due to deploy within next 6 months? YES/NO Specify date of arrival</p> <p>Are you due to deploy within next 6 – 12/18 months? YES/NO Specify date of arrival</p> <p>What specific WIT role</p> <p>Estimated length of tour (months)</p>	

Attendee Contact details			
Telephone nº	Fax nº	E-mail address	NS1/Classified address

Attendee's Unit/Organization Contact details			
Telephone nº	Fax nº	E-mail address	NS1/Classified address

Travel details		
Arrival to	Date / Time	Method of travel
Departure from	Date / Time	Method of travel