



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



Accredited COE

**S290/2025**

**TO:** See DISTRIBUTION LIST

**SUBJECT:** Calling Letter for Counter Improvised Explosive Device Staff Officer Course 26.1 (CSOC 26.1), Counter Improvised Explosive Device Centre of Excellence, 02-06 March 2026. (Hoyo de Manzanares, Spain)

**DATE:** 1 DECEMBER 2025

**REFERENCES:**

- A. Bi-SC Directive 075-007 20 March 2025.
- B. AJP 3.15 (C) (NATO C-IED Doctrine for Countering IEDs), February 2018.
- C. STANAG 2294 (ACIEDP-01, Edition A, Version 1, “NATO C-IED Training Requirements”), 12 November 2018.
- D. C-IED COE POW 2026.
- E. S205-2025 Save the date letter.

1. In accordance with reference A and D, based on the doctrinal foundations of reference B and in order to meet the requirements of reference C, the C-IED Centre of Excellence (C-IED COE) conducts the CSOC 26.1 from 02 - 06 March 2026.

Course Code (ETOC): IED-ED-2206

2. The aim of the CSOC is to provide C-IED Staff Officers and Senior Staff Assistants, at upper tactical and operational levels, with the knowledge and skills to facilitate, manage and lead the C-IED effort. Course details are provided in Annex A.
3. Representatives of the C-IED COE sponsoring nations, NATO and Australia, Austria, Ireland, New Zealand, Switzerland are invited to attend the CSOC 26.1 which will be conducted in the C-IED COE in Hoyo de Manzanares, Spain.
4. The course has in total 24 seats for attendees. The number of seats per nation will be prioritized according to requested operational needs. 6 seats will be prioritized for Law Enforcement personnel. Authority for prioritization is the C-IED COE.
5. C-IED COE, as per CCDs, will decide if the course iteration is executed based on the number applications and the number applicants meeting the course prerequisites.
6. The deadline for application for the CSOC 26.1 is **12 January 2026**. Applications after the deadline will not be accepted. See Annex B for application instructions.

NATO UNCLASSIFIED  
RELEASABLE TO  
Australia, Austria, Ireland, New Zealand and Switzerland

7. If nations request seats for more than one attendee for the course, they are kindly asked to prioritize their candidates.
8. All applicants will receive the **confirmation/regret mail from C-IED COE not later than 15 January 2026. Selected participants may start travel arrangements only after reception of this mail.** No travel arrangements should be made prior to receiving the confirmation of participation.
9. Should you have any questions, please contact the C-IED COE Point of Contacts:
  - Course Director:  
OF-4 MOLNAR (HUN Army)  
E-mail: csoc@ciedcoe.org  
Phone: 0034 918561022
  - Course Assistant:  
OR-8 Foreman (CAN Army)  
E-mail: coursesadmin@ciedcoe.org  
Phone: 0034 918562390

Javier Sanz Maldonado  
Colonel, ESP Army  
C-IED COE Director

Disclaimer: The information contained in this document about the subject at issue only represents the point of view of NATO accredited C-IED COE, according to our knowledge and expertise. It does not reflect NATO's or national policies or positions, nor does it represent NATO in any way.

ANNEXES:

- A. Course details
- B. Admin instructions

DISTRIBUTION LIST

**ACTION / TO:**

CSOC COURSE DISTRIBUTION LIST

**INFO / CC:**

ANNEX A:  
COURSE DETAILS

**1. Training Audience**

- a) Fields and levels of expertise: C-IED Staff Officers and senior Staff Assistants (or equivalent civilians) working in NATO or national operational HQ (J2, J3, J5, J7) and above, military departments and governmental agencies in C-IED related positions.
- b) Language proficiency: Students must have language proficiency in English SLP 3.2.3.2. in accordance with STANAG 6001:
  - Skill A Listening Level 3 Good.
  - Skill B Speaking Level 2 Fair.
  - Skill C Reading Level 3 Good.
  - Skill D Writing Level 2 Fair.

**2. Tentative Agenda**

- a) Course-materials are delivered in the ADL package, in advance and during the course at C-IED COE.
- b) Course Length: 5 days (Monday to Friday). Course duration based on 6/8 hours of instruction per day.
- c) Mixture of classroom lectures, panel discussions, selected readings and facilitated discussion in a seminar format.
- d) As a staff course the instructional strategy is to move from the necessary theory to using simulations and solving staff problems. The progression will be:
  - Days 1 to 3: explanation and discussion of the C-IED strategy with implications to the staff organization and options, followed by practical exercises.
  - Days 4 to 5: practical exercises.
- e) The final day of the course is planned to conclude at 13:00.

**3. Advanced Distributed Learning (ADL)**

- a) The Advanced Distributed Learning (ADL) is a prerequisite for the resident course. To join the resident C-IED Staff Officer Course, it is mandatory to complete the e-learning “ADL 207 C-IED Course” successfully. Those who have not attended or failed in the ADL phase will not get permission to attend the CSOC.
- b) This ADL 207 will be open for CSOC 26.1 students only, having received the confirmation of attending the course.
- c) Read the read-ahead package.

- d) Be advised, the completion of the ADL course requires a full working day.
- e) Those who are not familiar with the planning process should complete the “ADL 131 Introduction to NATO Operations Planning”.

#### **4. Coordination Instructions**

- a) Duty hours are from 0815 to 1700, Monday to Thursday, and from 0815 to 1300 on Friday.
- b) If nations request seats for more than one attendee for the course, they are kindly asked to prioritize their candidates.

#### **5. Service Support**

Spanish Armed Forces International Demining Centre location:  
Military Engineers School, Road Torrelodones to Colmenar km 14,2  
Hoyo de Manzanares 28240 Madrid, Spain

ANNEX B:  
ADMIN INSTRUCTIONS

**1. Application for the course**

Candidates wishing to apply on this course should follow the guidance bellow:

- a. Visit the C-IED COE website (<https://www.ciedcoe.org>) and select the “**CSOC Course**”.
- b. Complete the Personnel Application Form (PAF) with the required information and submit it.
- c. For Spanish military candidates, the application must also be staffed through an official message (SIMENDEF/MENSADEF) addressed to “EMAD-RRHH”.
- 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.
- e. Final seat allocation will be made by the C-IED CoE.

**2. Dress code**

Duty uniform or battle dress uniform (BDU) or civilian equivalent (no sport cloths).

**3. Security Classification**

The content of given lectures will be UNCLASSIFIED, but to keep the opportunity of discussions, notes and remarks during the course open to a NATO SECRET level, the overall classification of the course is “NATO SECRET RELEASABLE TO AUT, AUS, NZL, IRL, CHE”.

**The course cannot be attended without NS security clearance.**

**4. CIS**

- a. A briefing on the use of non C-IED COE equipment will be provided on entry.
- b. Students are not allowed to use their own laptops, CD/DVD-ROMs or flash disks at Classified Areas (Class I & Class II) according to C-IED COE regulations.
- c. During the course each student will be provided a laptop.
- d. Mobile phones are not permitted inside the briefing and syndicate rooms.

**5. Course fee**

There will be no course fee.

## 6. Real Life Support

### a. Transportation:

- Transportation from/to the Airport and Hotel or the base is an individual responsibility.
- From the Airport you can take the underground (“Metro”) from all airport terminals (Line 8), transfer at “Nuevos Ministerios” Station with Line 6 and get off at “Moncloa” Station. Then, in the same intermodal transportation hub (level 1, island 2, walkway 28) take the bus 611A line directly to Army Engineers’ School (40 minutes) or 613 line directly to the hotel PAX Torrelodones (20 minutes).
- If you take a taxi from the airport the price should be approximately 75 €.
- Madrid has two main train stations (Chamartín and Atocha) where all the high-speed trains (AVE) and long-distance trains arrive.
- From “Chamartín” Train Station: Go to the underground (“Metro”) area and take Line 1 (light blue colour), transfer at “Nuevos Ministerios” station to Line 6 (grey colour) and get off at “Moncloa” station. Then, in the same Intermodal Transportation Hub, proceed in the same way as explained before.
- From “Atocha” Train Station: Go to the Underground (“Metro”) area and take Line 1 (light blue colour), transfer at “Sol” station to Line 3 (yellow colour) and get off at “Moncloa” station. Then, in the same Intermodal Transportation Hub, proceed in the same way as explained before.
- **Daily transportation will not be provided** from/to the C-IED COE to/from any Hotel/Airport.

### b. Accommodation:

- Participants should make their own reservations and are responsible for paying their own accommodation. The closest Hotel is “PAX Torrelodones” (10 km from the C-IED COE).

“Hotel Pax Torrelodones”:

Calle (street) Sama de Langreo S/N

Torrelodones

28250 Madrid

Tel: 0034-918406606 / Fax: 0034-918406607

Email: [reservas@paxtorrelodones.com](mailto:reservas@paxtorrelodones.com)

- C-IED COE has its own lodging facilities with rooms available for all attendees, if needed. This accommodation is located inside the base. You can request the complete information about this service and make your own reservation on the following email addresses: [billeting@ciedcoe.org](mailto:billeting@ciedcoe.org)

and add [residenciacoecied@mde.es](mailto:residenciacoecied@mde.es) in cc. More information can be find in the following link: [accommodation request](#).

c. Meals:

- Breakfast for COE lodging facility guests is available through several different options, as follows: Base Canteen, COE lodging vending machines or at the Mess Hall.
- For attendees who wish to have breakfast, lunch, and dinner in the Base Mess Hall, please note that the total price for daily meals is 10.06€ (Breakfast: 1.68€; Lunch: 5.03€; Dinner: 3.35€).
- Be aware that there is no possibility to pay electronically during in-processing. It is advised to bring enough cash (Euro €). There is an ATM available at the barracks to withdraw money.
- The Engineers' Base Mess Hall offers a daily menu. Special diet or food restrictions should be advanced in the PAF. All services should be paid in the first day of the course during the in-processing.

d. In-processing:

- All participants will be in-processed during the first day of the course. In processing will start at 08:30 hrs in the C-IED COE main conference room. The lunch fee for working days will be paid during in-processing in EUR (cash only).
- Personal security clearance certificate and ID are to be presented at in-processing.