



MINISTERO DELLA DIFESA

DIREZIONE GENERALE PER IL PERSONALE CIVILE

3° REPARTO 8^ DIVISIONE 1^ SEZIONE

Viale dell'Università 4 - 00185 Roma

Tel. – fax. 06.49862475

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M_DGCIV
Prot. Nr. 84245
Del 27/11/2009
PARTENZA

A

INDIRIZZI IN ALLEGATO

OGGETTO: *candidature di dipendenti civili a posti a “status internazionale”. Legge 27 luglio 1962 n.1114.*

IL Segretariato Generale della Difesa e Direzione Nazionale degli Armamenti ha reso noto che sono disponibili i posti a status internazionale presso la Divisione MUSIS di cui alla tabella sottoindicata.

Il personale interessato potrà presentare la propria candidatura mediante la compilazione degli appositi moduli (application forms in duplice copia in inglese) corredati dalla copia del bando di concorso e dei documenti di volta in volta richiesti nel bando stesso (esempio: curriculum vitae, scheda biografica in italiano in originale), che possono essere scaricati direttamente dal sito di questa Direzione Generale: **http:// www.persociv.difesa.it**. (**nella sezione circolari ed altra documentazione**).

Le candidature, corredate dalla relativa documentazione e anche su supporto informatico (formato PDF) dovranno pervenire a questa Direzione Generale - 3° Reparto - 8^ Divisione - 1^ Sezione- improrogabilmente entro le date indicate nella citata tabella.

Posto	Località	Descrizione	Pos.econ.richiesta	Lingua	Scadenza
N. A310	Bonn (Germania)	” Programme Manager”	Grado A4 (equiv.p.e.A3-F4)	inglese	21/12/2009
N.A311	Bonn (Germania)	“Programme Management Support Officer”	Grado-(equiv.p.e. A3-F3)	inglese	21/12/2009

IL DIRETTORE DELLA DIVISIONE
(Dirig. dr.ssa Marina MASSARUTI)
f.to



Organisation for Joint Armament Co-operation Executive Administration

Vacancy Notice	
Post	A310 – Programme Manager
Grade	A4
Division	MUSIS PD
Management of Staff	1
Location	Bonn, Germany
Start Date	1 st March 2010
Interview Date	Week commencing 25 th January 2010

1. **Background:**

The Participating States cooperate on a Multinational Space-based Imaging System (MUSIS) for surveillance, reconnaissance and observation with the aim to mutually provide each other access to and share their nationally or multinationally owned and operated space-based imaging capacities.

The MUSIS context comprises:

- several space components, each of them being realized either nationally or through ad hoc cooperation among some of the Participating States;
- a generic User Ground Segment (UGS), based on a common generic definition, offering access to all the space components of MUSIS, which is the subject of Federating Common Activities (FCA) realised;
- a common communication network, which is also part of the FCA, amongst the different UGS in the nations to allow for the exchange of data and information.

OCCAR-EA is tasked to manage the MUSIS Federating Common Activities. ESA and OCCAR EA Management Principles will apply. The first phase is MUSIS Phase B1. It aims at the preliminary definition of the architecture for the generic User Ground Segment.

MUSIS Phase B1 will include:

- The definition of the cooperative system architecture with external and MUSIS internal interfaces, the communication network, the cooperative security architecture and definition and development of the generic UGS.
- The definition of interfaces to the MUSIS environment based on agreed interface specifications, service level agreements and other bounding conditions such as security and communication architecture.
- A clear distinction between the activities performed by 5 and 6 Participating States.

2. **Duties:**

The Programme Manager is directly responsible to the OCCAR-EA Director and will report to him/her. Within the framework of the delegation given to him/her by the OCCAR-EA Director, he/she has the autonomy and responsibility to achieve the Programme's general and specific high level objectives set by the OCCAR-EA Director and the Programme

Points of contact

1 Eric Huybrechts (OCCAR-EA Deputy Director)
2 Björn Rönnau (Human Resources Division)



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+ 49 228 5502 182

E-mail

eric.huybrechts@occar.int
bjoern.roennau@occar.int



Committee, in accordance with the MUSIS B1 Phase Programme Decision and the MUSIS B1 Programme Management Plan.

Consequently, he/she has to report immediately on any event which could/may jeopardise the achievement of these high level objectives.

Because of the limited scope of the Programme and the Programme Division the MUSIS Programme Manager will have particular responsibility for risk and technical management, though supported by Central Office.

In particular he/she will be responsible for:

Programme management, including:

- Be responsible for the cost-effective management of the Programme to ensure that optimum performance is delivered and objectives are met;
- Be responsible for the day-to-day management of the Programme, according to the MUSIS context explained above;
- Identify the stakeholders and manage their expectations;
- Be responsible for all tasks and activities pertaining to the MUSIS B1 Programme and delegated by the OCCAR-EA Director through the letter of delegation;
- Ensure the reporting to the MUSIS Programme Committee and to the MUSIS Programme Board;
- Establish and lead Programme Working Groups, and Experts Working Groups if needed, in order to maintain an interface with the Participating States;
- Co-ordinate and liaise with national authorities (National Programme Co-ordinators) and industry;
- Ensure overall consistency between all the Programme plans (risk, financial, information, configuration, requirements, quality, etc.), as required;
- Prepare regular reports to OCCAR-EA Director in accordance with the OCCAR reporting system;
- Ensure the implementation of risk management methodology into the Programme Division;
- Formalise the exchange of information between EDA and MUSIS PD;
- Present the MUSIS Programme in different kinds of forum.

Risk management activities, including:

- Co-ordinate the MUSIS Programme risk activities supported by Central Office, assist in the identification, risk analysis planning process and monitor/review the mitigation actions;
- Establish and maintain a MUSIS B1 risk register, using OCCAR tools interacting with industry, stakeholders and the Programme Division in order to identify potential risk areas;
- implement , - if required, changes to the risk management process and appropriately document and report changes;
- identify Risk Owners and guide them in applying risk management activities, such as migration of live risks into a database/risk register, and facilitating the risk workshops;
- Organise periodical PD internal meetings, preparing all relevant documents for matters pertaining to Risk Management;
- Provide the Programme Division staff with guidance pertaining to risk matters.

Security management, including:

- Define and maintain the MUSIS B1 management of classified information in accordance with the OCCAR policies and regulations;

- Co-ordinate, in liaison with Security Section: Request for Visits, Need to Know, Facilities Security Clearances;
- Supervise the correct implementation, in liaison with OCCAR-EA/Central office Security Section and national NSA/DSA, of the Programme Security Instruction

Personnel management:

- Participate in the personnel selection process for the MUSIS Programme Division;
- Oversee and lead the Programme staff, define their objectives, define their training plans, ensure that all necessary means for the achievement of these objectives are available and monitor/assess the performance of the staff members;
- Develop and maintain team working spirit, irrespective of nationalities, in particular by promoting internal communication.

3. Knowledge and Experience:

Essential

- Wide knowledge and experience in Programme Management with a minimum of 5 years at senior executive level.
- A former position as a "Programme Manager" in a similar project or of significant importance will be considered an advantage.
- A keen awareness of the European defence environment.

Desirable

- Previous experience in international Programme Management is highly desirable.
- Previous experience in definition and implementation of logistic/in-service concepts and processes is desirable.

4. Competences / Skills:

Essential

- The ability to analyse complex and wide-ranging questions, issues and information, with a structured approach to the problem solving process, (including providing recommended solutions and a proposed way forward).
- Excellent interpersonal skills with the ability to interact and communicate at all levels within OCCAR as well as with Nations and Industry.
- The ability to establish and maintain excellent working relations at all levels in a multicultural context and with respect for diversity.
- The ability to manage and motivate specialists and experts, both within OCCAR-EA and Nations
- Ability to work in a changing, developing and demanding environment and full commitment to state-of-the-art programme management tools, including performance management based upon the balanced scorecard methodology and risk management.
- The ability to use Computer and Information Technology (ICT) facilities, with working knowledge of MS Office software.
- The ability to orchestrate and implement clear, efficient and logical approaches to work, to manage assignments, objectives and time.
- Fluency, orally and written, in the English language.

Desirable

- Good knowledge of other OCCAR languages is highly desirable.

5. Qualifications:

A university degree or equivalent, or the necessary experience in the activities directly related to the prescribed tasks.

6. Security Clearance:

National security clearance at "OCCAR Secret" level is required for this post.



Organisation for Joint Armament Co-operation Executive Administration

Vacancy Notice

Post	A311 – Programme Management Support Officer
Grade	A3
Division	MUSIS PD
Management of Staff	0
Location	Bonn, Germany
Start Date	1 st March 2010
Interview Date	Week commencing 25 th January 2010

1. **Background:**

The Participating States cooperate on a Multinational Space-based Imaging System (MUSIS) for surveillance, reconnaissance and observation with the aim to mutually provide each other access to and share their nationally or multinationally owned and operated space-based imaging capacities.

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MUSIS Phase B1 will include:

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- The definition of interfaces to the MUSIS environment based on agreed interface specifications, service level agreements and other bounding conditions such as security and communication architecture.
- A clear distinction between the activities performed by 5 and 6 Participating States.

2. **Duties:**

The Programme Management Support Officer is directly accountable to the MUSIS Programme Manager. He/she has the responsibility for the commercial and contractual issues of the Programme as detailed below and supports the MUSIS Programme Manager in the accomplishment of his duties in the areas of quality and planning & reporting management.

Points of contact

1 Eric Huybrechts (OCCAR-EA Deputy Director)
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bjoern.roennau@occar.int



Because of the limited scope of the Programme and the Programme Division the MUSIS Programme Management Support Officer will have particular responsibility for finance and quality management, though supported by Central Office.

In particular he/she will be responsible for:

Contract management including:

- Manage the MUSIS B1 programme contract;
- Manage relationships with OCCAR Central Office for any question pertaining to contract rules, regulations and procedures;
- Manage relationships with National Official Services for any question concerning contract rules, finance, or taxes;
- Ensure the legally correct execution of the contract;
- Take part in the establishment of any additional MUSIS contract, change of contract or contract amendment, taking into account OCCAR rules and regulations;
- Participate in the OCCAR Contract Forum.

Financial activities including:

- Draft the yearly Administrative and Operational budgets of the MUSIS Programme Division and monitor and modify them during their evolution;
- Prepare Administrative and Operational Financial Plans;
- Propose figures for the call for funds to the Finance Division of Central Office;
- Co-ordinate funding requirements with OCCAR Central Office and keep the financial status up to date;
- Manage and monitor the financial commitments;
- Keep the financial status of the Programme up to date, and maintain the financial performance indicators in line with the targets;
- Prepare reports, financial analysis, summary or forecast work as required by OCCAR financial rules;
- Co-ordinate the contribution to audits raised by the Board of Auditors;
- Check the invoices and enter all relevant data into the accounting system, for both AB and OB, to enable payment after PM's validation (if not delegated);

Planning and reporting activities including:

- Prepare and update the annual MUSIS Programme Management Plan;
- Prepare and update the Programme Work Plan, Programme Schedule and address lists ;
- Prepare reports and presentations for the MUSIS Programme Committee and Programme Board and for the MUSIS Nations as required;
- Draft decision sheets/minutes of the Programme Committee and Programme Working Group meetings;
- Prepare lessons learned reports, if required;

Quality activities including:

- Define the internal Quality System to be adopted by the MUSIS PD according to OCCAR procedures, including the definition a Quality Plan
- Define, monitor and control the Quality Assurance Systems applicable to the MUSIS Programme;
- Coordinate the relationship between the MUSIS PD and other Participating States bodies responsible for Quality Assurance;
- Contribute to all activities resulting from the application of Quality Systems as defined by MUSIS relevant contracts;

- Validate the MUSIS B1 deliveries and/or the performances concerning the quality management.

3. Knowledge and Experience:

Essential

- Sound experience in contracts preparation, negotiation and handling
- Good background in contracting
- Awareness of other defence related structures and organisations

Desirable

- Previous experience in international programmes is highly desirable

4. Competences / Skills:

Essential

- The ability to establish and maintain excellent working relations at all levels in a multicultural context and with respect for diversity
- Excellent interpersonal skills with the ability to interact and communicate at all levels
- The ability to grasp and analyse complex and wide-ranging questions, issues and information, with a structured approach to the problem solving process
- The ability to implement clear, efficient and logical approaches to work, to manage assignments, objectives and time
- The ability to work in a changing, developing and demanding environment
- The ability to use Computer and Information and Communication Technology (ICT) facilities, with working knowledge of MS Office software
- Fluency, orally and written, in the English language

Desirable

- Knowledge of other OCCAR languages is highly desirable

5. Qualifications:

A university degree or equivalent, or the necessary experience in the activities directly related to the prescribed tasks.

6. Security Clearance:

National security clearance at "OCCAR Secret" level is required for this post.

- STAFF IN CONFIDENCE WHEN COMPLETED -

Organisation for Joint Armament Co-operation

**OCCAR RECRUITMENT FORM**

PLEASE INSERT DATA IN APPROPRIATE BOXES, PRINT THE COMPLETED FORM, AFFIX PHOTOGRAPH AND SIGN IT.

PLEASE TYPE OR PRINT CLEARLY IN BLACK INK

Vacancy for which you are applying: Post No. _____, Post Title _____	
1. PERSONAL INFORMATION	
Mr. Mrs. Miss NAME (surname): _____ (first names): _____ NAME AT BIRTH: MAIDEN NAME (if appropriate): PK/Insee No./Staff No./Matricola No.:	RECENT PHOTOGRAPH
DATE/PLACE OF BIRTH (please provide a copy of your passport or Identity card) Day: _____ Month: _____ Year: _____ City: _____ Country: _____	
2. NATIONALITY	
Present Nationality: Has your nationality ever changed or is it in the process of being changed? No <input type="checkbox"/> Yes <input type="checkbox"/> (please provide certified copy of naturalisation decree for new nationality) (explain the reasons for changing)	
Do you have dual nationality No <input type="checkbox"/> Yes <input type="checkbox"/> Which? _____ Explain: _____	
3. RESIDENCE	
Present address (to which correspondence should be sent): Home address (if different from above): How long have you lived in your present country of residence?	Telephone / -fax: Home: Office: Can we call you at your office? No <input type="checkbox"/> Yes <input type="checkbox"/> E-mail: (Please complete)
4. MARITAL STATUS	
<input type="checkbox"/> 1. Married (Date: _____) <input type="checkbox"/> 2. Separated (Date: _____) <input type="checkbox"/> 3. Divorced (Date: _____) <input type="checkbox"/> 4. Widow(er) <input type="checkbox"/> 5. Single	
If married, does your spouse work? No <input type="checkbox"/> Yes <input type="checkbox"/> If so, where? Job title: _____	

- STAFF IN CONFIDENCE WHEN COMPLETED -

Name: _____ First Name(s): _____

5. RELATIVES

Give names of spouse and any dependants

1. Spouse
2. Children (including adopted)

Other dependants for whom you are legally responsible

NAME	FIRST NAME	RELATIONSHIP Indicate No. & Marital Status	DATE OF BIRTH D/M/Y	COUNTRY OF BIRTH	NATION-ALITY	CURRENT ADDRESS

6. LANGUAGES *

Mother tongue:

	Speaking	Understanding	Reading	Writing
English				
French				
German				
Italian				
Spanish				

Additional languages:

* Grade as: Fluent / Good / Fair / Poor

7. HAVE YOU EVER PREVIOUSLY APPLIED FOR A POST IN OCCAR?

If so, please state the approximate date of application, and for which post.

Were you interviewed? No Yes

- STAFF IN CONFIDENCE WHEN COMPLETED -

Name: _____ First Name(s): _____

8. EDUCATION

	Name and Location	Dates from to	Major subjects	Degree or other diploma
Senior / High Secondary School				
College or University				

Please provide a copy of your highest certificate or diploma

OTHER PROFESSIONAL QUALIFICATIONS, MEMBERSHIP OF BUSINESS OR PROFESSIONAL ASSOCIATIONS

Qualification received	Awarded by	Subject	Length of study	Date

9. Append a list of theses, patents, publications and other significant work you have done. Please do not send copies.

10. EXPERIENCE IN USING INFORMATION TECHNOLOGY

Please indicate level of competency e.g Poor, Good or Advanced.

MS Windows		ACCESS	
WORD		MS PROJECT	
EXCEL		LOTUS NOTES	
POWERPOINT		NAVISION	

Other software used:.....

11. ARE YOU A CIVIL SERVANT? National No Yes
International No Yes

If so, what are your duties and grade?

Do you have the right of return to your present employer? No Yes

Do you have a security clearance? No Yes

If so, what level?

- STAFF IN CONFIDENCE WHEN COMPLETED -

Name: _____ First Name(s): _____

12.1 PRESENT EMPLOYMENT	
COMPANY / ADDRESS	POSITION HELD
Dates from: _____ to: _____	Name and position of person to whom you report
Number of people reporting directly to you, or for whom you are responsible	Yearly budget responsibility (if appropriate):
Describe duties and scope of responsibilities:	
How much notice must you give to leave?	
Reasons for leaving	
Do you have any objections to our making inquiries of your present employer? No <input type="checkbox"/> Yes <input type="checkbox"/>	
12.2 PREVIOUS EMPLOYMENT	
COMPANY / ADDRESS	POSITION HELD
Dates from: _____ to: _____	Name and position of person to whom you reported
Number of people reporting directly to you, or for whom you are responsible	Yearly budget responsibility (if appropriate):
Describe duties and scope of responsibilities:	
Reasons for leaving	
Do you have any objections to our making inquiries of your previous employer? No <input type="checkbox"/> Yes <input type="checkbox"/>	

- STAFF IN CONFIDENCE WHEN COMPLETED -

Name: _____ First Name(s): _____

12.3 PREVIOUS EMPLOYMENT	
COMPANY / ADDRESS	POSITION HELD
Dates from: _____ to: _____	Name and position of person to whom you reported
Number of people reporting directly to you, or for whom you are responsible	Yearly budget responsibility (if appropriate):
Describe duties and scope of responsibilities:	
Reasons for leaving	
Do you have any objections to our making inquiries of your previous employer? No <input type="checkbox"/> Yes <input type="checkbox"/>	
IF YOU HAVE HELD MORE THAN THREE POSITIONS, PLEASE GIVE DETAILS ON A SEPARATE SHEET.	
13. MILITARY SERVICE	
Have you completed your military service No <input type="checkbox"/> Yes <input type="checkbox"/>	
If yes, from: _____ to: _____ Last military rank/Duties: _____	
If not, give reasons.	
14. Please indicate why you are applying for this post and outline how your knowledge, skills and experience meet the competences required for this role (as detailed in the vacancy notice). You should draw on your experience from your current or previous roles or from other relevant situations.	

- STAFF IN CONFIDENCE WHEN COMPLETED -

Name: _____ First Name(s): _____

15. REFERENCES

Please give names and addresses of three Referees (who should not be related to you) who may be approached in connection with your application.

Name	Position	Address	May be contacted before interviews?
			No <input type="checkbox"/> Yes <input type="checkbox"/>
			No <input type="checkbox"/> Yes <input type="checkbox"/>
			No <input type="checkbox"/> Yes <input type="checkbox"/>

16. HAVE YOU ANY RELATIVES OR ACQUAINTANCES WORKING IN OCCAR?

If so, please specify

17. HOW DID YOU HEAR ABOUT THIS JOB OPPORTUNITY?

18. DATA PROTECTION

The information that you provide on this form and that obtained from other sources will be used to process your application for employment. If you succeed in your application and take up employment with us, the information will be used in the administration of your employment with us. All information received by OCCAR-EA will be treated as confidential and used for our internal purposes only. By signing the application form we will be assuming that you agree to the processing of sensitive personal data.

19. DECLARATION

I declare that the information given on all parts of this application form, and in any other forms of documentation which accompanies it, is, to the best of my knowledge, correct. I understand that giving false information will make my application unacceptable and, if I am appointed, lead to my dismissal.

Date:

Signature:

Please remember to attach copies of your passport & highest qualification certificates & a recent photograph.

**Please return this form to:
Head of Human Resources Division
OCCAR – EA; Postfach 2107, 53011 Bonn, Germany**

CURRICULUM VITAE

<u>NAME</u>	<u>INITIAL</u> //	<u>RANK AND DATE</u>	<u>DATE OF BIRTH</u>
<u>NATIONALITY</u>		<u>BRANCH OF SERVICE</u>	
<u>RECORD OF SERVICE</u>	<u>APPOINTMENT</u>	<u>DATES</u>	<u>DUTIES PERFORMED</u>
			.
			-
			-
			-
			-
			-
<u>COURSES</u>			<u>DATES</u>
<u>LANGUAGES</u>			<u>SLP (STANAG 6001)</u>

FOTOGRAFIA

SCHEDA BIOGRAFICA (fac-simile)
- Parte Prima -

1 <u>CODICE FISCALE</u>		2 <u>FORZA ARMATA</u>	
3 <u>COGNOME</u>	4 <u>NOME</u>	5 <u>GRADO E ARMA</u>	6 <u>CATEGORIA E RUOLO</u>
7 <u>DATA DI NASCITA</u>	8 <u>LUOGO DI NASCITA</u>	9 <u>SESSO</u>	10 <u>STATO DI FAMIGLIA</u> (1)

11 <u>SCUOLA DI FORMAZIONE</u> (2)		12 ANZIANITA'	
		A DI GRADO	B DI SERVIZIO
13 <u>INCARICO ATTUALE</u>	14 <u>DATA DI ASSUNZIONE</u>	15 <u>INCARICO PRECEDENTE</u>	16 <u>DATA DI ASSUNZIONE</u>
17 <u>ALTRI PRINCIPALI INCARICHI</u> (3) (in ordine cronologico) a. in ambito Nazionale: b. in ambito interforze e/o Internazionale:			

(data) ** - ** - ****

18	<u>TITOLI DI STUDIO</u> (4)			
19	<u>CORSI SUPERIORI DI FORMAZIONE DI F.A. E/O INTERFORZE</u> (5)		<u>PERIODI ED ESITO</u>	
	<u>ALTRI CORSI</u> (6)		<u>PERIODI ED ESITO</u>	
20	<u>LINGUE ESTERE</u>		<u>GRADO DI CONOSCENZA E ANNO</u>	
a. ACCERTATE			a. SLP (STANAG 6001 - Livello e percentuale)	
b. ACCERTATE			b. Grado diverso o antecedente allo STANAG 6001	
c. NON ACCERTATE/DICHIARATE		Sufficiente	Buono	Molto Buono
21	<u>ABILITAZIONE INFORMATICA</u>			
a. Programmatore (6):			Corso:	
b. Analista (6):			Corso:	
22	<u>CONOSCENZA INFORMATICA</u>			
a. PC:		b. Sistemi Operativi:		
c. Word Processor:		d. Software:		
e. Altro:				

23		<u>ONORIFICENZE E RICOMPENSE</u>	
24		<u>PUBBLICAZIONI</u> (6)	
25	<u>POSIZIONE IN GRADUATORIA</u> (7)	26	<u>ESITO DELLE VALUTAZIONI AL GRADO SUPERIORE</u>
	<u>** SU **</u>		
27			
<u>QUALIFICHE RIPORTATE NELLA VALUTAZIONE CARATTERISTICA RELATIVA AI PRINCIPALI INCARICHI INDICATI E COMUNQUE DEGLI ULTIMI 10 ANNI</u>			
28			
<u>PRECEDENTI DISCIPLINARI DEGLI ULTIMI 5 ANNI</u>			
a. Provvedimenti di corpo: _____ durata _____ anno _____			
b. Provvedimenti di stato: _____ durata _____ anno _____			
c. Negativo: _____			
29			
<u>PRECEDENTI PENALI</u>			
30	<u>NULLA OSTA DI SEGRETEZZA</u> (8)	31	<u>DATA DI SCADENZA</u>
	<input type="checkbox"/> SI		
	Barrare la casella di inter		
	<input type="checkbox"/> NO		
30			
<u>ASSICURA LA PERMANENZA NELL'INCARICO?</u> (9)			
	<input type="checkbox"/> SI		
	Barrare la casella di interesse		
	<input type="checkbox"/> NO		

INFORMAZIONI AGGIUNTIVE (10)

Ai sensi della Legge 675 / 96 i dati personali contenuti in questo modulo saranno trattati esclusivamente per lo svolgimento dei compiti di ufficio e non saranno comunicati o diffusi a soggetti non appartenenti all'Amministrazione Difesa.

Firma di convalida (11)

Note:

- (1) Se coniugato con prole, indicare il numero dei figli.
- (2) Indicare il Corso Normale d'Accademia (Militare, Navale o Aeronautica) o l'Istituto/Corso di Formazione (es: Scuola di Applicazione - Corso per Ufficiali del Corpo Tecnico; Accademia Navale - Corsi Ruoli Speciali/Nomina Diretta; Scuola di Applicazione A.M. - Corso Allievi Ufficiali di Complemento; Scuola Allievi Sottufficiali; ecc.).
- (3) Per gli incarichi di comando, menzionare i periodi svolti a partire dal C.do di Btg od equivalente a seconda della F.A. di appartenenza.
- (4) Per i provenienti dai Corsi Normali dell'Accademia, oltre all'eventuale Diploma di Laurea conseguito al termine del Corso, indicare anche il Diploma di Scuola Media Superiore di ingresso.
- (5) Es: Scuola di Guerra (S.G.); Istituto di Guerra Marittima (I.G.M.); Scuola di Guerra Aerea (S.G.A.); Istituto Superiore Stati Maggiori Interforze (I.S.S.M.I.); Istituto Alti Studi per la Difesa (I.A.S.D.); ecc.
- (6) Menzionare solo quelli riportati a matricola.
- (7) Per gli Ufficiali del Ruolo Normale, l'attuale posizione nella graduatoria del corso di appartenenza; per il Ruolo Speciale, la posizione indicata negli annuari di FA a parità di anzianità di spallina.
- (8) Specificare se l'interessato possiede il livello di NOS previsto per l'incarico barrando la casella **SI** o **NO** e indicando solo la data di scadenza. Qualora diverso da quello previsto, specificare la data di inoltro della richiesta di elevazione/rinnovo.
- (9) Se non diversamente specificato, 3 anni per gli Ufficiali, 5 anni per i Sottufficiali. In caso contrario specificarne le motivazioni nel campo "Informazioni Aggiuntive".
- (10) Evidenziare tutti gli elementi che concorrono a rendere idoneo il candidato per la posizione cui viene proposto e fornire una previsione sugli impegni che la F.A. ha previsto nel breve/medio termine (es. periodi di impiego fuori area e/o corsi attinenti l'iter formativo quali ISSMI ed altri specifici di F.A.).
- (11) Capo Ufficio dell'Organo di impiego o suo delegato.

Grado COGNOME Nome

(data) ** - ** - ****