



HELLENIC ARMY GENERAL STAFF  
HELLENIC ARMY WAR COLLEGE  
DALIPI CAMP  
ETHNIKIS ANTISTASEOS ROAD  
KALAMARIA  
THESSALONIKI  
P.O. 55134  
GREECE



**SUBJECT: INVITATION LETTER FOR THE LAND TACTICAL PLANNING COURSE, 23 JUNE – 11 JULY 25**

**DATE: 24 Mar 2025**

1. The Hellenic Army General Staff (HAGS) and the Hellenic Army War College (HAWC) are pleased to extend an invitation to participate in the Land Tactical Planning Course (LTPC 25-1) scheduled to take place in Thessaloniki from **23 June to 11 July 2025**, at the Hellenic Army War College premises.

2. The aim of this course is to provide participants with a comprehensive understanding of the tactical planning process in a warfighting environment. The primary objective is to equip students with the necessary skills to serve effectively as staff officers in Corps, Divisions, or Brigades. Additionally, it will prepare commanders to plan, coordinate, and execute tactical-level operations with efficiency and confidence.

3. The course will be demanding and will engage participants in a dynamic tactical planning environment. It incorporates a combination of short lectures, hands-on practical exercises, and back-brief sessions conducted in syndicates. Emphasizing initiative, critical thinking, and operational adaptability, the course fosters teamwork, constructive problem-solving, and a shared commitment to tactical planning excellence. Through collaboration and mutual understanding, participants will build lasting professional relationships that enhance cooperation, security, and stability.

4. Target audience is officers holding the rank of Captain to Lieutenant Colonel (OF-2 to OF-4), as well as equivalent civilian personnel. A background in an Intermediate Command and Staff College or an equivalent program is desirable. There will be a maximum of 20 students.

5. The course will be conducted entirely in English, with no translation services available. The following proficiency standards in English are required to attend: Listening- Functional (2), Speaking- Functional (2), Reading- Functional (2), and Writing-Survival (1) (STANAG 6001). Additionally, attendees should possess basic proficiency in Microsoft Office applications, particularly Word and PowerPoint.

6. The HAWC Point of Contact is Col Antonios DIMOS (GRC A), Phone: (+30) 2310025155, email: [a.c.dimos@army.gr](mailto:a.c.dimos@army.gr) and [spsx@army.gr](mailto:spsx@army.gr)

7. We are looking forward to your participation in this challenging and rewarding program.



Brigadier General Dimitrios XOGIANNIS  
Commander HAWC

ENCLOSURES:

1. Draft Schedule of the Course
2. Administrative Instructions
3. Personnel Administration Form (PAF)

**DRAFT SCHEDULE OF THE COURSE**

**1<sup>st</sup> WEEK**

<b>Time</b>	<b>Monday 23 Jun</b>	<b>Tuesday 24 Jun</b>	<b>Wednesday 25 Jun</b>	<b>Thursday 26 Jun</b>	<b>Friday 27 Jun</b>
<b>0800-0845</b>	In Processing	Stage 1 - Receipt of Mission Overview	Stage 2 – Mission Analysis Overview	Stage 2- Syndicate Work	Combat Service Support for Tactical Operations overview
<b>0900-0945</b>	Course Director Opening Address/ Class Photo	Stage 1- Syndicate Work	Intelligence Preparation of the Battlefield (IPB) Brief		
<b>1000-1045</b>	Administrative Brief/ Course overview				
<b>1115-1200</b>	Scenario Overview	Stage 1 – Syndicate brief on Receipt of Mission / COM Initial Guidance	Stage 2- Syndicate Work	Stage 2 – Mission Analysis Brief to COM / COM Planning Guidance	
<b>1215-1300</b>	Introduction to Operations and Tactical Planning	CIMIC considerations for tactical planning			
<b>1315-1400</b>	Inductive Reasoning (Aristotle)				
<b>20:00</b>	Ice-breaker event				

**2<sup>nd</sup> WEEK**

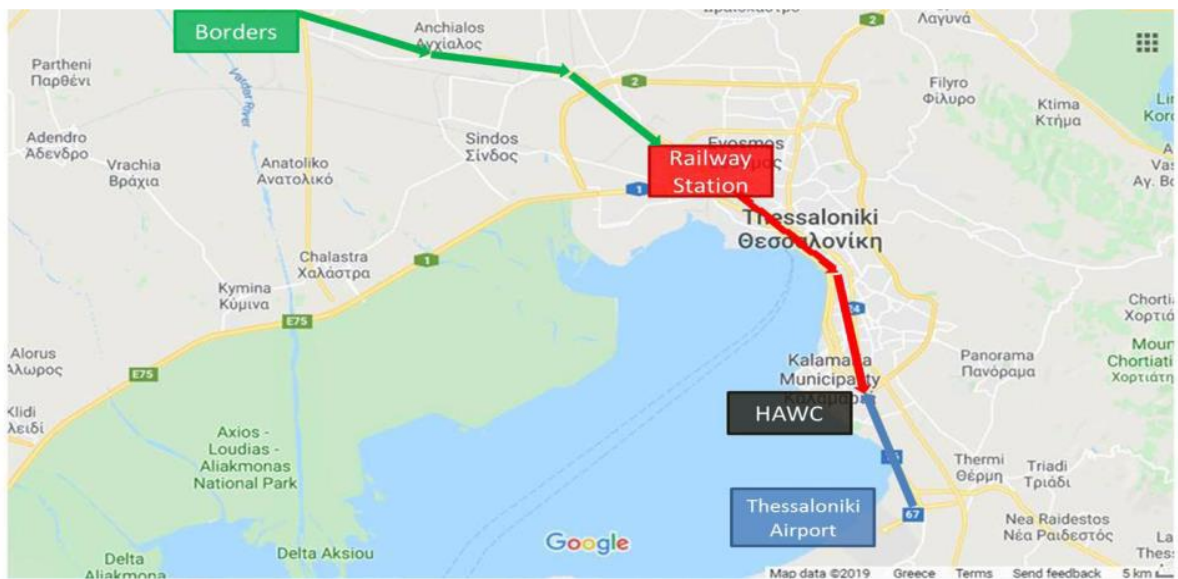
<b>Time</b>	<b>Monday 30 Jun</b>	<b>Tuesday 01 Jul</b>	<b>Wednesday 02 Jul</b>	<b>Thursday 03 Jul</b>	<b>Friday 04 Jul</b>
<b>0800-0845</b>	Stage 3 – COA Development Overview	Stage 3- Syndicate Update to COM on COAs developed	Stage 4- Syndicate Work	Stage 4 - COA Wargame	Stage 6 COA Decision Overview
<b>0900-0945</b>	Stage 3- Syndicate Work	Stage 4 - CoA Analysis Overview		Stage 5 – COA Comparison Overview	Stage 6- Syndicate Work
<b>1000-1045</b>		Wargame brief			
<b>1115-1200</b>		Stage 4- Syndicate Work	Stage 4 - COA Wargame	Stage 5- Syndicate Work	
<b>1215-1300</b>					
<b>1315-1400</b>					

**3<sup>rd</sup> WEEK**

<b>Time</b>	<b>Monday 07 Jul</b>	<b>Tuesday 08 Jul</b>	<b>Wednesday 09 Jul</b>	<b>Thursday 10 Jul</b>	<b>Friday 11 Jul</b>	
<b>0800-0845</b>	Fast Track Tactical Planning Process Brief	Fast Track Tactical Planning Process – Syndicate work	Fast Track Planning Process – Syndicate work	Cultural visit	Course Hot Wash Up - Closing Remarks	
<b>0900-0945</b>	Tactical Situation Overview		COA Decision Brief			
<b>1000-1045</b>	Fast Track Tactical Planning Process – Syndicate work		FRAGO Preparation		DV Day	Out processing
<b>1115-1200</b>						Graduation Ceremony
<b>1215-1300</b>						Departure
<b>1315-1400</b>						

### **ADMINISTRATIVE INSTRUCTIONS**

1. **Location.** The Hellenic Army War College (HAWC) is located at CAMP NTALIPI in Kalamaria, Thessaloniki. Students arriving by air should land at Thessaloniki Airport Makedonia (SKG) and can reach HAWC via bus or taxi (Blue Route). Those traveling by car and entering Greece through the Evzoni Border Station should follow the Green Route. The general routes are depicted in the map below:



2. **Registration.** Applicants must submit their completed Application Form along with a photocopy of their passport to the designated Point of Contact ([a.c.dimos@army.gr](mailto:a.c.dimos@army.gr) and [spsx@army.gr](mailto:spsx@army.gr)) no later than **16 May 2025**. Late applications may not be accepted. All applicants will receive an initial confirmation message; however, final confirmation will be provided after the review and acceptance process. Participants are advised not to make travel arrangements until final confirmation is received.

3. **Tuition:** The course is **tuition-free**; however, sending authorities are responsible for covering travel and other administrative expenses. Participants may dine at the Thessaloniki Officers' Club, which provides exceptional service and a scenic view.

4. **Accommodation.** All participants will be provided **free accommodation at military dormitories** as part of the host nation's arrangements. Those who prefer to

stay in a hotel may choose from the recommended options listed below; however, they will be responsible for covering their own accommodation costs.

QUEEN OLGA HOTEL (\*\*\*)

Address: 44, Vasilissis Olgas Avenue, Thessaloniki, 54641, Greece

Phone: Tel.: +302310824621

Website: [www.queenolga.gr](http://www.queenolga.gr)

METROPOLITAN HOTEL (\*\*\*\*)

Address: 65, Vasilissis Olgas Avenue, Thessaloniki, 54641, Greece

Phone: +30 2310824221

Website: [www.metropolitan.gr](http://www.metropolitan.gr)

CITY HOTEL (\*\*\*\*\*)

Address: 11, Komnion., Thessaloniki, 54624, Greece

Phone: +30 2310021005

Website: [www.torhotelgroup.gr](http://www.torhotelgroup.gr)

MEDITERRANEAN PALACE HOTEL (\*\*\*\*\*)

Address: 3, Salaminos & Karatassou, Thessaloniki, 54626, Greece

Phone: +302311240402

Website: [www.mediterranean-palace.gr](http://www.mediterranean-palace.gr)

THE MET HOTEL (\*\*\*\*\*)

Address: 48, 26th Oktovriou, Thessaloniki, 54627, Greece

Phone: Tel.: +302310 017 000

Website: [www.themethotel.gr](http://www.themethotel.gr)

EGNATIA PALACE HOTEL & SPA (\*\*\*\*)

Address: 61, Egnatias, Thessaloniki, 54631, Greece

Phone: +30 2310222900

Website: [www.egnatiapalace.gr](http://www.egnatiapalace.gr)

EGNATIA HOTEL (\*\*\*)

Address: 16, Antigonidon, Thessaloniki, 54630, Greece

Phone: +302310530675

Website: [www.egnatia-hotel.gr](http://www.egnatia-hotel.gr)

CAPSIS HOTEL & THESSALONIKI (\*\*\*\*)

Address: 16, Monastiriou, Thessaloniki, 54629, Greece

Phone: +302310596800

Website: [www.capsishotels.gr](http://www.capsishotels.gr)

4. **Dress Code.** Participants are required to wear Battle Dress Uniform throughout the training, including the Graduation Ceremony. The dress code for all cultural events is smart/business casual
  
5. **Classification.** The course is marked as UNCLASSIFIED.
  
6. **Transportation:** Upon request, transportation will be provided between Thessaloniki Airport and HAWC upon arrival and departure. Daily transportation will also be available between designated hotels and HAWC as well as the Officers Club.
  
7. **Health insurance.** HAWC **does not cover** health care and medical emergency costs and insurance. All participants must ensure they have valid and comprehensive insurance covering accidents, repatriation, liability, and health throughout their stay.
  
8. **Visa Request.** In accordance with international regulations, certain foreign nationals require a passport and visa to enter Greece. If a visa is necessary, it is the responsibility of the sending nation and the participant to secure it in advance. All participants must be aware of and comply with the applicable international entry requirements.

**PERSONAL ADMINISTRATION FORM (PAF)**

Full name: (Last – First name)	
Rank:	
National ID Number:	
Passport No:	
Branch (Service):	
Specialty:	
Gender:	
Place & Date of Birth:	
<b>Contact Information</b>	
Home UNIT/HQ:	
Position Title:	
Phone (personal mobile):	
Phone (emergency or business):	
E-mail:	
FAX:	
<b>Travel Schedule</b>	
<b>Arrivals</b>	
Transportation means:	
Arrival location in Thessaloniki:	
Arrivals: (DD/MM/YYYY)	
Arrival time:	
Arrival Flight No (if applicable)	
<b>Departures</b>	
Transportation means:	
Departure location from Thessaloniki:	
Departures: (DD/MM/YYYY)	
Departure time:	
Departure Flight No (if applicable)	
Additional Comments: (please provide any additional comments or remarks)	

Please complete this application form in English (**using PC, NOT by hand, in order to avoid spelling mistakes**) and return it by e-mail signed by an authorized National approval authority no later than **16 May 2025**

(Authorized National Approval Authority POC: Point of Contact)

POC, Rank, Name:

POC, Organization:

POC, Role /Position

POC, Email address:

POC Signature

HAWC abide by the European Data Protection Directive  
 The information will only be used for course administration and will not be shared to other organizations and countries.