



EUROPEAN
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ANNEX 9

ANNEX

to the

COMMISSION RECOMMENDATION

on EU Host Nation Support Guidelines

ANNEX 9

Host Nation Support Liaison Officer Terms of Reference

Terms of Reference of the Host Nation Support Liaison Officer	
Task	- Support the integration of International Response Capacities into existing emergency response structures; - Make available to UCPM the HN Country Profile, including the country's disaster response structure, operational conditions, environmental/climate issues, cultural and political profiles; - Liaise with the International Response Capacities with the aim to coordinate appropriate HNS from the country's structures throughout all phases of the UCPM activation; - Clarify HN procedures to incoming International Response Capacities and provide relevant forms to enable efficient entrance in the country, deployment, operation and demobilisation. - Facilitate translation and interpretation if need be.
Knowledge	- Knowledge and/or professional experience of UCPM. - Knowledge of HN emergency response structures, of the country's HNS plans and procedures, and of ongoing operations. - Knowledge of international guidelines and relief operations procedures. - Knowledge of CECIS and vOSOCC (desired). - Knowledge of spoken and written English. - Knowledge of the mother language of incoming teams (desired).
Experience	- Work experience in conducting site assessments and listing main requirements, potential structural constraints and identifying preliminary needs including urban planning issues. - Experience of international deployment in emergency situation.
Recommended training courses	- Union Mechanism Introduction Course (UMI) or Technical Experts Course (TEC) or Community Mechanism Introduction Course (CMI) - Operational site Integration Course (OIC); - Mechanism Introduction Course for National Authorities UCPM Contact Points (NCP); - Mechanism Introduction Course for National Civil Protection and Disaster Management Staff (NAT)