



**EUROPEAN SECURITY AND DEFENCE COLLEGE**  
**The European Union Military Staff**

**Invitation to the**  
**CSDP Capability Planning and Development Course**  
(Activity Number 24-25/8/1)

Taking place in Brussels, from 22 to 25 October 2024

The European Union Military Staff (EUMS) has the honour to organise, under the aegis of the European Security and Defence College (ESDC), the *Common Security and Defence Policy (CSDP) Capability Planning and Development Course*, from 22 to 25 October 2024 in Brussels.

Over the past years, there have been major changes in the field of EU capability planning and development triggered by political documents such as EU Global Strategy (EUGS) and the Strategic Compass. In 2016, the EUGS created momentum in the field of security and defence: new capability planning and development processes were initiated and some existing ones were improved. For example, since 2018 the Headline Goal Process has been aligned with the NATO Defence Planning Process in terms of timelines and taxonomy. Also, new defence initiatives were established such as Permanent Structured Cooperation (PESCO), the Coordinated Annual Review on Defence (CARD) and the European Defence Fund (EDF). Furthermore, the importance of increasing the defence readiness recalled in the Strategic Compass has been developed by the European Defence Industrial Strategy (EDIS). Therefore, the importance of capability planning and development has increased, and there is a need for improving the knowledge of the Member States in this domain.

Taking this into account, the course aims to familiarise personnel from EU Member States and institutions with EU civilian and military capability planning and development. The main focus of the course will be on the Headline Goal Process, how it is related to other defence initiatives and how it is linked to the agreed EU level of ambition.

The ESDC is committed to an inclusive, diverse, gender-sensitive and anti-discriminatory environment. This is why we encourage you to nominate candidates from groups, which are likely to be under-represented.

We are therefore very pleased to invite you to nominate appropriate candidates to participate in this ESDC training activity. For further information, please refer to the draft programme and administrative instructions in the annexes.

A handwritten signature in blue ink, appearing to read 'Fergal O'Regan'.

**Fergal O'Regan**  
European Security and  
Defence College  
Acting Head

A handwritten signature in blue ink, appearing to read 'Ignacio Cuartero'.

**Ignacio Cuartero, RADM**  
EUMS, Concepts and  
Capabilities Directorate  
Director

Annexes

A. Administrative Information

B. Draft Programme

## CSDP Capability Planning and Development Course

Brussels, 22 to 25 October 2024

### Administrative Information

**Target audience:** The participants, from relevant ministries of EU Member States, institutions and agencies, should preferably have basic knowledge of CSDP and some experience in the field of capability planning and development.

**How to apply:** Applications should be made via the ESDC secure internet system ENLIST, by designated nominators, at <https://esdc.europa.eu/enlist/login>, no later than **20 September 2024**. A list of relevant ENLIST nominators can be found on the ESDC website at <https://esdc.europa.eu/nominators/>. Be sure that you have contacted your respective nominator enough time before that deadline.

**Registration:** Registration will not be final until confirmed by the ESDC Secretariat AND upon completion of the requested personal data in ENLIST by the confirmed participants.

**Number of seats:** A maximum of 30 participants is envisaged. Typically, one seat will be allocated to each Member State. However, depending on the total number of requests, one additional seat could be allocated.

**Venue:** The venue will be in the proximity of the Schuman European Quarter, which is where the main EU institutions are located. More precise details will be given in due time.

**Language:** The working language will be English, without translation.

**Time:** The course starts on Tuesday at 09:00 and ends on the Friday at 11:30.

**E-learning:** The residential part of the course will be preceded by mandatory e-learning modules which must be completed before the residential part of the course starts; detailed information about this will be shared with course participants at a later stage.

**Attendance:** Attendance is mandatory on all days. Participants will receive the ESDC certificate on the last day of course only if they have completed the full course, including the e-learning modules.

**Inclusivity:** The ESDC strives for a **gender-sensitive and inclusive environment** in all its courses, activities and day-to-day work. Only in an inclusive environment can all people, and therefore the ESDC and its partners, reach their true potential. We do not and will not discriminate on the basis of race, colour, religion, gender, gender expression, age, national origin, disability, marital status, or sexual orientation in any of our activities or operations. The ESDC and the training institutions will not tolerate any conduct that violates these values.

**Transportation:** No transportation is provided by the course organisers.

How to reach the Schuman European Quarter from Brussels Airport (Zaventem):

By bus:

At the airport, the bus station is located on level 0.

**Bus 12**, which has regular departures every day, goes to the Schuman European Quarter and the city centre (about 25 minutes). It has stops at the metro stations Schuman (lines 1 and 5) and Trône/Troon (lines 2 and 6).

You can travel *to the airport* with a ticket at the normal fare. This means you can take the bus to Brussels Airport with a **STIB-MIVB** season ticket or a Jump ticket. If you don't have a **MOBIB** card, you can also pay on the bus with a contactless payment bank card or buy a paper ticket at a STIB vending machine.

To travel *from the airport* to the city centre, you need a specific ticket, called Go2City, which costs 7 euros. This specific fare only applies to those departing from the airport and is available for the MOBIB card, or through contactless payment on the bus or by buying a paper ticket.

**Taxis** can be found in front of the arrivals hall. Fares from the airport to the centre of Brussels start at around €45 but can rise to €60 or more late at night or during periods of heavy congestion.

**Costs:** Sending authorities will cover all costs for travelling, accommodation and catering (including breakfast) for participants from EU Member States and EU bodies.

**Dress code:** Military: daily office uniform; Civilian: business casual

**Liabilities and Insurance:** In case of medical emergencies, participants' medical insurance, provided by the sending country / organisations must cover all costs. The organiser does not provide health or accident insurances for participants taking part in the event.

**Additional info:** Course participants will receive further detailed information on the course in due time, including information directly linked to developments concerning travel restrictions or the health situation in Belgium.

## **POINTS OF CONTACT**

### EU Military Staff

LTC. Bisser ZLATKOV, Course Director

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### European Security and Defence College

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## CSDP Capability Planning and Development Course (Draft)

DATE 22-25.10.2024

EUMS COURSE DIRECTOR LTC Bisser Zlatkov | Tel.: +32 584 5393 | E-mail: bisser.zlatkov@eeas.europa.eu

PLACE | BUILDING TBD

ESDC TRAINING MANAGER Moritz Herzberg | Tel.: +32 584 2805 | E-mail: moritz.herzberg@eeas.europa.eu

**COURSE AIM: To foster foundational knowledge of EU capability planning and development policies, principles, concepts, procedures and products.**

TUESDAY – 22.10.2024		WEDNESDAY – 23.10.2024		THURSDAY – 24.10.2023		FRIDAY – 25.10.2024	
0830-0900	In-processing	0900-0915	Overview of the day	0900-0915	Overview of the day	0830-0840	Overview of the day
0900-0950	<b>Opening Remarks</b> <b>RAdm Ignacio Cuartero Lorenzo</b> <b>Administrative Instructions</b> <b>LTC Bisser Zlatkov, Course Director</b> <b>Tour de table</b>	0915-1015	<b>Political Guidance - Operations, Mission &amp; Strategic Planning Assumptions</b> <b>Mr Daniel Calin</b>	0915-1015	<b>EU Capability development</b> <b>Mr. Cristian Contan</b>	0840-0940	<b>Operational Scenarios vs Illustrative Scenarios</b> <b>Operations Directorate</b>
0950-1000	Break	1015-1025	Break	1015-1030	Break	0940-0950	Break
1000-1115	<b>Political Framework of the European Union for Common Security and Defence Policy (CSDP)</b> <b>Mr Jean-Pierre Van Aubel</b>	1025-1125	<b>EU Capability Codes and Statements From Revision of the Requirements to Requirements Catalogue</b> <b>LTC Bisser Zlatkov</b>	1030-1200	<b>Coordinated Annual Review on Defence (CARD) – Panel discussion</b> <b>EDA</b> <b>EUMS</b> <b>SECDEFPOL</b>	0950-1050	<b>NATO Defence Planning Process</b> <b>Captain (N) Richard Hutchings</b>
1115-1125	Break	1125-1135	Break	1200-1315	Lunch Break	1050-1100	Break
1125-1240	<b>Actors, roles and procedures in Capability Planning and Development</b> <b>Dr. Daniel Fiott</b>	1135-1235	<b>European Union Military Capability Questionnaire to Force Catalogue</b> <b>LTC Bisser Zlatkov</b>	1315-1445	<b>Permanent Structured Cooperation (PESCO) – Panel discussion</b> <b>EDA</b> <b>Col Dimitrios Fytsilis</b> <b>Mariya Dellevska</b> <b>Emile Fabre</b>	1100-1130	<b>Course evaluation feedback</b> <b>Certificates and photos</b>  <b>Closing remarks</b> <b>RAdm Ignacio Cuartero Lorenzo</b>
1240-1400	Lunch Break	1235-1345	Lunch Break	1445-1500	Break		
1400-1445	<b>Headline Goal Process</b> <b>LtC Marc Mathieu</b>	1345-1445	<b>Progress Catalogue and tools for providing assessment (High Impact Capability Goals)</b> <b>Maj Ricardo de Oliveira e Santos</b>	1500-1630	<b>European Defence Fund – Panel discussion</b> <b>Michal Piwowar</b> <b>Franck DESIT</b> <b>LtC Ger-Ton Van Heudsen</b>		
1445-1500	Break	1445-1455	Break	1630-1640	Break		
1500-1545	<b>Headline Goal Process</b> <b>LtC Marc Mathieu</b>	1455-1555	<b>Practical example: from the Illustrative Scenarios Framework, to CONOPS, Generic Capability Package, Progress Catalogue and Projects</b> <b>Maj Ricardo de Oliveira e Santos</b>	1640-1740	<b>CSDP Civilian capability development process and tools</b> <b>Mr. Philipp BOVENSIEPEN</b>		
1545-1600	Break	1555-1605	Break				
1600-1615	<b>Summary of the day, introduction next day</b>	1605-1705	<b>Reflections on the current state of play of the Headline Goal Process</b> <b>Col Carlos Sanchez Ledesma</b>	1740-1750	<b>Summary of the day, introduction next day</b>		
		1705-1720	<b>Summary of the day, introduction next day</b>				