



**NORTH ATLANTIC TREATY ORGANISATION**  
**ORGANISATION DU TRAITÉ DE L'ATLANTIQUE NORD**  
HEADQUARTERS, SUPREME ALLIED COMMANDER TRANSFORMATION  
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1000/SC-6 Ser: NU

TO: NNEC Community

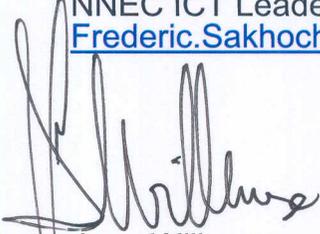
SUBJECT: Invitation to attend the Seventh NATO Network Enabled  
Capability (NNEC) Conference

DATE: 3 December 2009

1. NATO Network Enabled Capability (NNEC) continues to be one of the key initiatives for NATO transformation. Supporting this transformation, ACT continues to expend considerable effort in defining and improving NNEC. As the new ACOS C4I and NNEC Director, it is clear to me that much progress has been made in the NNEC program and it is my intent to continue to foster and develop this necessary capability.
2. The annual NNEC conference is just one of the many ways to bring NNEC to the forefront of the minds of all our colleagues. Through dedication, reinforcement of NNEC principles, and continued communications we will succeed in adhering to the basic foundation principles of NNEC which *will* save lives and *will* contribute to greater mission success.
3. This year's conference is being held 23-25 March 2010 at the Ergife Palace Hotel in Rome Italy. The theme of the 7th NNEC Conference is "Information Management – challenges for the future warfighter." The intention is to bring together experts, either with operational or technical background, from Nations, NATO entities, and Industry to address these issues. I will be hosting the conference and would like to extend an invitation for you to attend.
4. I am eager to tackle the complex initiatives that NNEC carries. The importance of implementing this capability to our service men and women is vital for successful current and future missions. I believe that 2010 will be a year of opportunity; and the NNEC Conference is the ideal venue for your participation in initiating these opportunities, the exchange of new ideas, and the possibility to coordinate conceptual approaches.

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5. Thank you for your consideration of this invitation and of this request. The Conference administrative details are provided in Enclosure (1). We look forward to your participation and contributions to this key event for NATO and NNEC. My primary point of contact for all issues pertaining to the NNEC Conference is Colonel Frederic Sakhochian, NNEC ICT Leader, who can be contacted at (757) 747-3496 or at [Frederic.Sakhochian@act.nato.int](mailto:Frederic.Sakhochian@act.nato.int).



Jaap Willemse  
Major General, NLD F  
Assistant Chief of Staff, C4I

Enclosure:

1. NNEC Conference Administrative Information

ENCLOSURE (1)

**HQ SACT NNEC Conference Administrative Information**

1. Conference Outline:

The outline schedule for the conference will be posted on the unclassified NNEC Portal website at <https://transnet.act.nato.int/WISE/Informatio/Conference/2010NNECCo> and will be updated as additional information becomes available. The first day (Tuesday 23 March) will be held in general plenary sessions, beginning with keynote addresses then briefings concentrating on the conceptual approach to information management, information sharing and collaborative environment. On the second day (Wednesday 24 March), a morning plenary session will address the roles and processes of information assurance and NNEC, followed by three parallel breakout sessions in the afternoon focused on specific areas – technology in support of information sharing and collaboration; policy & doctrine; and information assurance. The third day (Thursday 25 March) will be held in plenary to discuss how NNEC can improve the process of information sharing and collaboration. I hope you will be able to attend, and that you will participate in the discussions both in and outside the formal sessions.

2. Social Events:

- Icebreaker: An Icebreaker Social hosted by the Italian Ministry of Defence is scheduled for Monday evening (22 March) and will take place in the Ergife Palace Hotel lobby area from 19:00-20:30. Dress for the Icebreaker is very casual (open collar).
- The Conference Dinner is scheduled for Tuesday evening (23 March) in the hotel restaurant. The dinner is optional. The price for this gala dinner is **€50,00 per person**. Dress for the dinner event is informal (business/lounge suit).

3. Conference Registration:

The only method to register is by Internet through the [NNEC Conference website](#) using the online registration link. All persons wishing to attend the conference are required to register no later than 15 March 2010, 1700 EST. For the sake of the organization of the conference, it is highly recommended that registration is not put off until the last minute. **The conference fee is €160,00 (EURO)**. Payment will be required via credit card when registering for the conference and the dinner. Once you register online, you will be asked to provide your email address and your own password; your password will grant you access to the site to make changes to your initial registration if needed. All online transactions are monitored by the Conference Coordinator.

4. Check-in at arrival:

All attendees will need to visit the conference registration desk (located in hotel lobby area) in order to register and pick up their conference package, name tags and social invitations. The registration desk will open on Monday 22 March at 1300 hr.

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5. Hotel rooms:

The Ergife Palace Hotel has pre-reserved a block of rooms to be held for all NNEC Conference attendees (until 7 March 2010). The following room rates apply:

- Standard Double for single occupancy: € 110,00 per room, per night
- Standard Double with double occupancy: € 130,00 per room, per night
- Superior Double for single occupancy: € 150,00 per room, per night
- Superior Double with double occupancy: € 180,00 per room, per night

All rates include VAT and a full American breakfast, attendee's may bring their spouses. It is important that attendee's book their rooms by COB 7 March 2010 to be guaranteed a room at the negotiated price. Please complete the hotel reservation form and return it to the hotel fax +39 06 6632689 or email to [prenotazioni.ergife@ergife.com](mailto:prenotazioni.ergife@ergife.com) or [ergife.booking@ergife.com](mailto:ergife.booking@ergife.com). Additional information on the Ergife Palace Hotel and the reservation form can be found on the NNEC Portal website at <https://transnet.act.nato.int/WISE/Informatio/Conference/2010NNECCo>

6. Cancellation Policy's

- Hotel: If required, individuals are responsible for cancelling their own hotel rooms, the following penalty for room cancellations apply:
  - Prior to 7 March 2010: no cancellation fee
  - Up to 48 hours cancellation: one night fee penalty
  - Within 48 hours cancellation: 50% of the whole booked period
- NNEC Conference: Conference registration cancellation must be received by 7 March 2009 (17:00 EST) by the NNEC Conference coordinators to ensure you are credited back your conference and dinner fee.

7. The conference will be conducted at the **OPEN/ UNCLASSIFIED** classification level.

8. Conference attendees should wear civilian informal (jacket and tie) or Military equivalent (i.e. Class A uniform) during the conference sessions.

9. The conference needs the correct balance of attendees from NATO entities, Nations and Industry to ensure success. Should an unexpectedly high number of people respond; ACT reserves the right to restrict numbers.

10. Further details on the conference will be posted on the conference website as they become available. Please review the Conference Information document located in the Administrative Information section of the site prior to registering. The NNEC Conference website will be updated on a regular basis and will include the conference agenda, guest speaker information, read-ahead material, hotel information, and any administrative details that attendees may need to prepare for attending the conference. The link to access the NNEC Conference Website is <https://transnet.act.nato.int/WISE/Informatio/Conference/2010NNECCo>.

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11. Questions should be directed to the Conference Coordinators, NNEC ICT, Lieutenant Colonel Michael Buttler or Mr. Jack Cathcart at 757-747-4253/4256, or by fax (757) 747-3813, email at [is-nnec@act.nato.int](mailto:is-nnec@act.nato.int).