

Lesson 2.3



FHQ Structure

Learning Activity - Handout

Establishing a new FHQ

1. Everyone gets a randomly selected Appointment Order (as specified in chart below) as well as a page that describes the roles and responsibilities of each post or section (excerpts from the UN FHQ Manual).
2. Reading the job functions of respective post/section. each person thinks about how to best describe his or her duties to others.
3. Everyone makes a short description of his or her duties, taking special note on the connections with other units.

Appointment Order

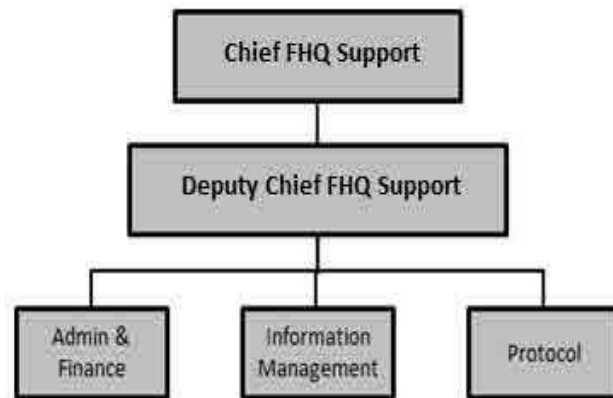
DCOS Ops
U2
U3
U5
U6
DCOS Ops Support
U4
U8
U9
DCOS PET
U1
U7
Force Commander Office

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Gender Adviser
Provost Marshal
Military Public Information Officer
Military Assistant
Military Legal Adviser
Force Medical Officer

Roles and Responsibilities

1. **General.** This section describes the structure and functional responsibilities of Force HQ Staff Branches.
2. **Office of HQ Support.** The Office of HQ Support is responsible for Force HQ management and the support of Force HQ staff officers. The office is responsible for the provision of office materials, items of equipment or personnel service for the Force HQ staff officers and acts as the point of contact between the functional staff branches and Mission administrative units.



Administration and Finance Cell is responsible for:

- Supervise disbursement of Mission funds.
- Perform limited funds accounting.
- Provide banking and currency support.
- Administrative support for Force HQ staff members (allowance, reimbursement, leave, etc.)

Information Management Cell is responsible for:

- Tracking of the in and out documentation.
- Control of the proper use of the interchange tools.

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- Elaboration and dissemination of statistics.
- Control of the routine cycle.
- Registry and final control of the periodic reports.
- Responsible for key aspects of the information lifecycle.

Protocol Cell main responsibilities are:

- Plan, coordinate, and execute UN Medal awards, ceremonies, and other related protocol support.
- Plan, coordinate, and execute official visits, ceremonies, itineraries, escorts, logistic support, billeting, and information.
- Coordinate classified and unclassified briefings as required.

Personal Staff and Advisory Group. The following staff functions fall under the direct supervision of the FC/HOMC:-

(Senior) Military Assistant (SMA). The MA serves as a personal assistant to the HOMC/FC in designated positions. The main responsibilities are:

- Prepare and organize schedules, activities and calendars.
- Prepare and execute trip itineraries.
- Meet and host the visitors of HOMC/FC at Force HQ or quarters.
- Coordinate protocol activities.
- Acts as an executive assistant.
- Supervise other personal staff members (secretaries, assistant aides and drivers).
- Perform varied duties as defined by the HOMC/FC, including personal wellbeing and security.

Military Legal Adviser (MLA). The MLA provides legal advice to the HOMC/FC, Sector Commanders and military units, and maintains oversight on legal issues regarding the military component. The MLA provides clarity on Mission Legal Framework and the implication and military application of various legal instruments and guidance materials. The main responsibilities are:

- Integrate legal advice in all military plans and OPORD.
- Provide specialised military legal advice on substantive and procedural issues on peacekeeping operations related to military components.
- Provide legal services in administrative law, claims, contract law, criminal law, international law, environmental law, and operational law.
- Act as adviser and focal point for detention related issues.
- Develop programmes and impart training to Military Component on the UN peacekeeping “Legal Framework” and its military implications.

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- Exercise supervision and maintain close liaison with the Military LA of lower formations and Contingents to monitor cases and other legal issues and assist them by providing prompt legal advice or directions, as warranted in the specific cases.
- Represent the Force HQ in various standing and ad-hoc committees, working groups and task forces, when legal aspects of military operational issues are discussed.
- Obtain periodic reports and returns, from the lower formations and units and maintain a data bank of legal cases at the Force HQ to be sent to UNHQ as an Annual report.
- Provide specialised military legal input to UN HQ, based on analysis made on the data compiled from the reports and returns of legal cases.
- Draft legal documents, papers and presentations, on legal aspects.
- Coordinate and work closely with Mission Conduct and Discipline Unit, OIOS Unit and Rule of Law entities to support development and implementation of mission legal guidance.
- Ensure regular lectures on the Rules of Engagement (RoE) are presented to all contingents.

Force Medical Officer (FMO). The FMO provides advice to the FC on health related issues and coordinates additional health service support for contingents. The main responsibilities are:

- Maintain close communication and coordination with the Mission's Chief Medical Officer (CMO).
- Plan, organise, and execute health service support functions for the Military Component.
- Advises the FC on how operations impact the health of personnel.
- Supervise the professional and clinical performance of the TCC medical facilities and preventive medicine and health education programs.
- Exercise technical supervision (to maintain professional and clinical standards) over all TCC Levels 1, 2 and 3 medical facilities, including assessments and evaluations.
- Assist the CMO in developing or reviewing the Medical Support Plan, SOPs and Guidelines for mission medical facilities and supervise its implementation.
- Based on mission guidance, establish guidance and procedures for medical evacuations pertaining to military personnel.
- Oversee the implementation of preventive health measures, disease prophylaxis and field hygiene, including food and water inspections, sanitation and waste disposal.
- Updating medical knowledge and first aid training of military peacekeepers.
- Create HIV/AIDS awareness and promote compliance on Mission Policy on HIV/AIDS.
- Promote adherence to Malaria prophylaxis.
- Promote road safety and accident prevention.
- Foster cooperation and coordination between all TCC medical facilities and other UN bodies, Governmental and Non-Governmental-Organizations (NGOs) and local health authorities.

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- Oversee the collection and reporting of epidemiological and casualty data.

Military Public Information Office (MPIO). The MPIO is responsible for overseeing the Force's external communications. The main responsibilities are:

- Maintain close communication and coordination with the Mission's Public Information Officer.
- Plan positive and continuous host countries' relations programs to gain and maintain public understanding and goodwill that support Organization's operations.
- Coordinate information with local media sources to ensure that disseminated information is not contradictory.
- Plan and supervise a commander's public affairs program.
- Advise and inform the HOMC/FC of the public affairs impact and implications of planned or implemented operations.
- Serve as the spokesperson for HOMC/FC on communication with external media.
- Assess information requirements, monitor the media and public opinion, and evaluate the effectiveness of public affairs plans and operations.
- Facilitate media efforts to cover operations
- Develop, disseminate, educate, and train the Force HQ staff on policies and procedures for protecting against the release of information detrimental to the mission and personal privacy.
- □ Advise the HOMC/FC and staff when interacting with news media.

Provost Marshal (PM). The PM is responsible for supervision of applicable law enforcement issues for the Military Component. The PM coordinates with the Host nation military and civilian police and assists with the handling of detainees, force protection and physical security policies. The PM is also responsible of developing and issuing policies, programs, and guidance for the planning and conduct of military police operations as follows:

- Assist in the promotion of good conduct and discipline by military personnel.
- Advise the HOMC/FC on technical and procedural aspects of physical security.
- Conduct investigation on alleged misconduct of military personnel.
- Provide the FC with a focal point on all matters of law enforcement planning, policy, and reporting, and provide a liaison for the HOMC/FC with UNPOL.
- Command and control of the Force's Military Police component.

Gender Adviser

According to the UN guidance, a military gender officer should be appointed in FHQ to support mission-wide efforts to implement mandates on women, peace and security and other related matters. The focal point can also support liaison with the Mission gender unit and local women's organizations on UN civil-military coordination (UN-CIMIC) activities. This officer should be located in the FHQ with direct reporting line to HOMC. Sector(s) HQ

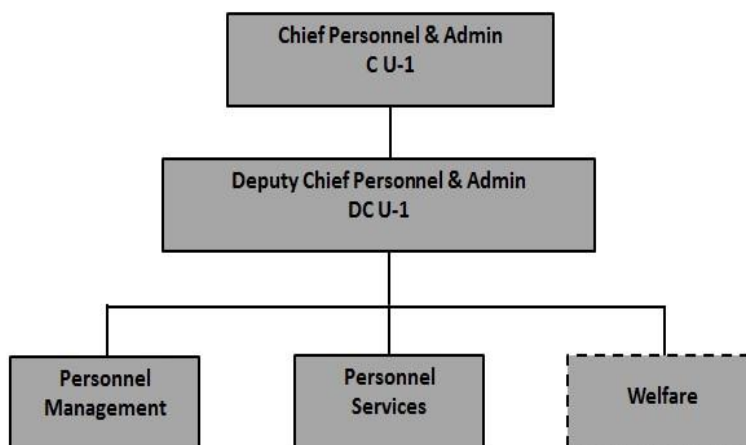
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should also nominate Gender focal points that should coordinate efforts with the military gender adviser/focal point at FHQ. Main functions of the Gender Adviser are:-

- Provide advice to the Force Commander and senior military leadership on strategies for effective implementation of existing mandates on women, peace and security.
- Monitor the inclusion of security priorities of both local women and men in information analysis and assessments, to inform the FC's planning and execution in the area of operation.
- Monitor and support delivery of gender training for all military peacekeepers.
- Monitor and support gender-sensitive reporting activities, and the use of gender disaggregated data to facilitate planning for military operations.
- Monitor implementation of guidance on protection of women and girls from sexual violence by military peacekeepers in accordance with mission mandate.
- Monitor and advise on operational requirements for female military personnel at operational and tactical levels.

Personnel and Administration Staff Branch (U-1)

The U-1 Staff Branch deals with all matters concerning human resources, including personnel readiness/services, and HQ management.



U-1 Staff Branch Responsibilities.

- Monitor unit strength status and reporting monthly military strength to UNHQ.
- Personnel replacement management (receive, account, process, and deliver personnel, request and allocate individual replacements).
- Coordinate and integrate personnel plans and procedures for local civilian staff support to FHQ.
- Ensure casualty reporting through the chain of command and also maintain casualty data in coordination with Force Medical Officer.
- Arrange and coordinate UN Medal Awards for Force HQ staff and TCC with Protocol

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- Section.
- Force Commander, Deputy Force Commander hand-over/take-over arrangements.
- Staff planning and supervising, this includes morale support activities, including recreational and fitness activities.
- Ensure the timely preparation and submission of performance evaluations for designated individuals in accordance with the established UN guidelines.
- Postal operations (operational and technical control).
- Responsible for conduct and discipline arrangements of all military personnel including aspects of prevention and response to alleged misconduct.
- Management (recommending manpower allocation).
- Act as lead for implementing Screening and Human Rights Due Diligence Policy (HRDDP).

Policy on Human Rights Screening of UN Personnel (2012)

On 11 December 2012, the Secretary-General endorsed the “Policy on Human Rights Screening of UN Personnel” (Decision No. 2012/18). The policy applies to all UN personnel in the Secretariat – staff and non-staff, uniformed and civilian, including those in peace operations. It includes a section on principles, which includes that the UN should, as a principle, neither select nor deploy for service in the Secretariat any individual who has been involved in violations of international human rights or humanitarian law.. The policy outlines a three-prong approach by which the UN will gather information for purposes of human rights screening:

1. States that nominate or provide personnel to serve with the UN are requested to screen their personnel and certify that they have not committed or alleged of having committed violations;
2. Individuals seeking to serve with the UN will submit self-attestations; and
3. The UN Secretariat will set up an information exchange mechanism, such as a focal point network and procedures to support the exchange of information on prior human rights conduct of candidates for the purpose of screening.

Optional Cells/Staff.

Welfare Officer. The Force Welfare Officer shall disseminate relevant aspects of the DPKODFS guidance, including the Policy and SOP on Welfare and Recreation, and monitor its implementation, carry out evaluation and report to the Force HQ. The Welfare Officer shall represent the Military Component in the Mission Welfare and recreation Committee and liaise/coordinate with the Mission Welfare Focal Point. The Force Welfare Officer shall ensure the following:

- Monitor, evaluate and report on contingent level welfare and recreation arrangements. Analyse Mission environmental factors and suggest appropriate

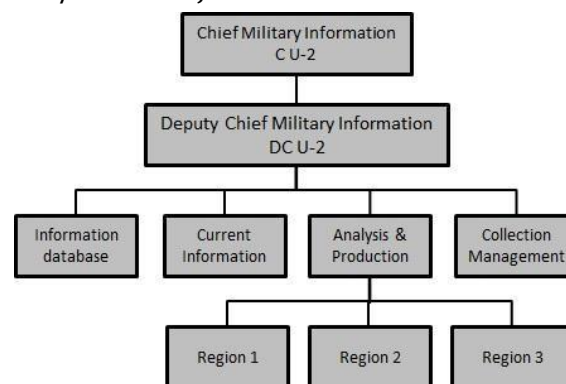
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approaches to maintain physical and psychological health of the military peacekeepers.

- Project and coordinate provision of welfare and recreation support on as required basis.
- Plan and organise for the improved wellness, working and living conditions of military peacekeepers.
- Monitor effective utilisation of welfare and recreation funds as authorised to contingents.
- Ensure that all welfare and recreational activities respect local culture or practices.
- Ensure that all welfare and recreational activity correspond to the required degree of safety and security conditions as per Mission procedures.

Military Information Staff Branch (U-2)

The U-2 Staff Branch deals with all matters concerning Military Information (MI) and military security operations within the Force HQ. U-2 Branch plans and coordinates the military information/intelligence requirements. It also provides accurate and comprehensive situational awareness to the HOMC/FC on all matters which could affect the fulfilment of the Mission/Force Objectives.



U-2 Staff Branch Responsibilities.

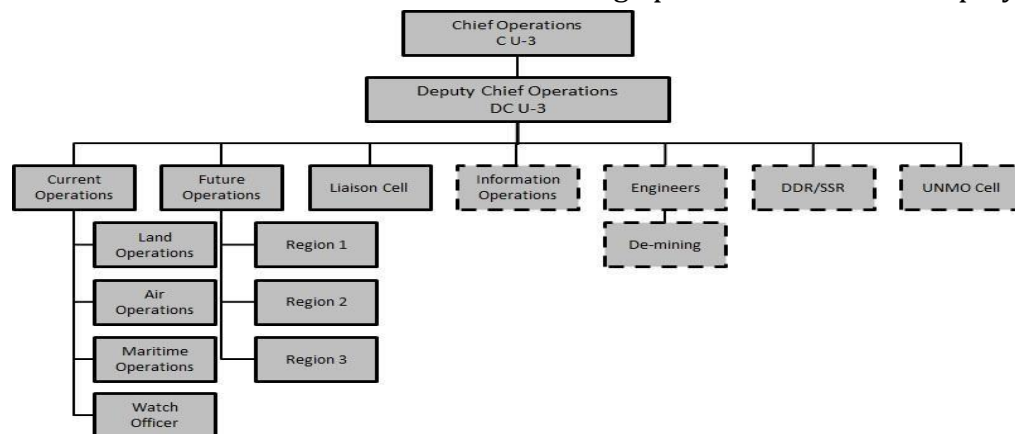
- Support HOMC/FC with short/medium/long term military intelligence for accomplishment of military objectives in the Mission.
- Analyse, define and disseminate HOMC's Priority Information Requirements (PIR). Align Force PIR with Mission PIR.
- Assist/support/provide military intelligence to U-3/U-5 for the planning and conduct of military operations in the Mission.
- Coordinate with and provide inputs to Military Operations Centre.
- Assist JMAC with military information. Provide required inputs to JOC and other integrated entities/Mission Components.
- Plan and manage the information collection plan and recommend PIR.

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- Coordinate ground and aerial reconnaissance and surveillance operations with other collection assets, when the Mission operates these assets.
- Coordinate, collect and disseminate relevant inputs acquired through space, satellite imagery, aerial, maritime and ground based surveillance and monitoring assets.
- Collect, process, produce and disseminate military intelligence in a timely manner.
- Preparation of monthly information summaries
- Monitor activities, capabilities and intentions of the opposing parties and of neutral parties.
- Assess threats and risks in the mission to identify vulnerabilities in time and space and carryout predictive analysis/prognosis of likely challenges.
- Establish regular information sharing with the human rights, JMAC and other civilian components as relevant, with due regard to issues of confidentiality.
- Provide early warning through targeted information analysis.
- Maintain a military information database of collected, collated and analysed information from all sources for utilisation by Mission/Force HQ, subordinate HQ and units/sub-units of the Military Component.
- Prepare Weekly Information Summary to be submitted to UNHQ /OMA.
- Maintain the current situation updates and the information estimates.
- Assist the U-5 in planning and the U-3 in information operations.
- Prepare the military intelligence training plans.
- Operate 24-hour watch officers, if required.
- Maintain a direct technical link with OMA Assessment Team.
- Co-locate with and support JMAC (if present in the Mission).
- Brief Mission Leadership Team on military-specific issues.

Operations Staff Branch (U-3)

The U-3 Staff Branch deals with all matters concerning operations and force deployment.



U-3 Staff Branch Responsibilities.

- Prepare, coordinate, authenticate, publish, and distribute the Force HQ SOP, fragmentary orders, warning orders and contingency plans.

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- Coordinate with the U-2 on operation of the reconnaissance and surveillance assets and provide information requirements to the U-2, if the Mission is operating these assets.
- Plan troop movements, including route selection, priority of movement, timing, providing of security, quartering, staging, and preparation of the movement orders.
- Establish a 24/7 Military Operations Centre.
- Coordinate and direct terrain management (overall ground manager).
- Recommend the general locations of command posts.
- Recommend task organisation and assign missions to subordinate military elements as per approved plans.
- Force protection.
- Information operations.
- Coordinate with the DDR/RR team (if part of the Mission).
- Coordinate with the Human Rights component. Monitor and report Human Rights Violations.
- Operate 24-hour situation Centre, or provide duty officers to JOC.
- Air Ops: If it is not an independent branch, synchronize Air Operations with Operations Staff Branch and Coordinate with U-2 or the Information and Communication Centre to operate the reconnaissance and surveillance assets.
- Maritime Ops: If it is not an independent branch, synchronize and coordinate maritime operations with Operations Staff Branch.
- Coordinate with all U-Staff Branches, subordinate HQ/units, and other UN and Non-UN actors (as necessary) to plan and execute operations.

Optional Cells/Staff.

Information Operations (Info Ops). The Info Ops cell integrates and synchronizes the core capabilities of Info Ops with related agencies and may be integrated as part of the Mission. The relationships between the military Info Ops cell and Mission organizations that support the Info Ops cell are per FC direction. These supporting organizations provide guidance on the employment of their respective capabilities and activities. The use of information in UN peacekeeping is inherently multi-service and multinational in nature. Info Ops cell should coordinate the military Information operations with other UN agencies; and non-governmental, private voluntary, and international organizations in the area of operations. Info Ops Cell may also establish an Info Ops Working Group. It develops Info Ops capabilities, plans, programs, and communications support as a part of the Mission's strategy and coordinates with UN components and partners within and outside the Mission.

Disarmament, Demobilization and Reintegration (DDR) Cell. Involvement in DDR programmes is not part of the normal work of the Force. However the military component can contribute to DDR operations by seeking information on the locations, strengths and

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intentions of former combatants who may or will become part of a DDR programme and by distributing information on a DDR programme to potential participants and the local population. Military staff officers could fill posts in a DDR unit or the Military Component can create a separate DDR cell for focal points of military support.

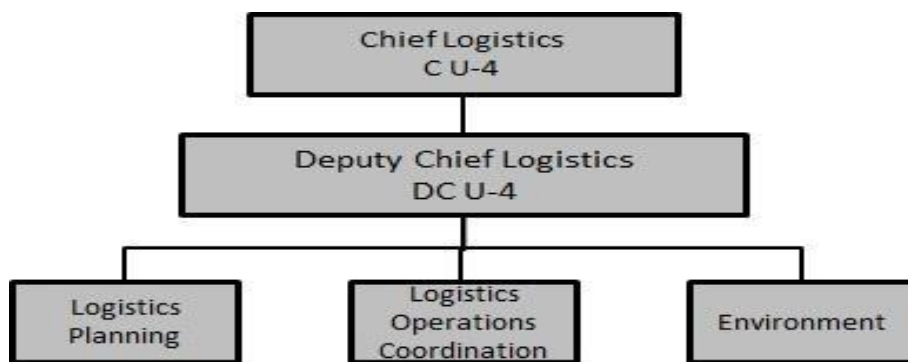
Military Liaison Cell. The Military Liaison Cell is responsible to maintain close and continuous liaison with Host Nation security forces and sometimes other organizations to develop mutual understanding, information sharing and promote unity of purpose. Acting as a bridge between the Force HQ and other UN and Non-UN military/security actors in the field (conflict zone), it enhances cooperation and interoperability to establish required levels of synergy in operations. Main functions are:

- Monitor Force HQ operations, understand intent of HOMC/FC, know the current situation and planned operations.
- Establish contact/deploy Military Liaison Officers with Host nation security forces.
- Establish contact and provide liaison support to identified and approved parties to the conflict as part of the reconciliation efforts.

Assist Operation Branch and Force CoS in their respective functions.

Acquire/share relevant information to support Force HQ in execution of tasks.

Provide assistance to U-9 Branch for outreach and engagement with civilian organisations, local population, humanitarian and developmental actors, etc.



Logistics Staff Branch (U-4)

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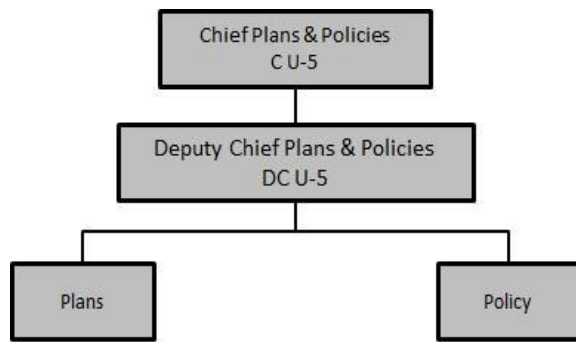
The U-4 Staff Branch is the principal advisor to the HOMC/FC on the overall logistics that affects the military operations and works closely with Service Delivery Division (SDD), Mission Support Centre (MSC), Mov Con, Supply and Support.

U-4 Staff Branch Responsibilities.

- Plan, coordinate and facilitate logistics support in conjunction with MSC.
- Ensure close logistics support to Military Component during crisis situations.
- In close consultation with DMS/CMS, provide logistics policy and procedural guidance for Military Component.
- Serve as the Force HQ focal point for coordination of logistics support.
- Inform the Force HQ of logistics support impacting mission accomplishment.
- Monitor and synchronize logistics support through liaison with SDD to exchange information and resolve problems at the lowest practical level.
- Act as the coordination interface between the Force HQ and the SSD/MSC.
- Monitor implementation of UN Policy on environmental matters and provide guidance as applicable.

Optional Cell/Staff.Environment Officer. The HoMC/FC will appoint an officer of the Force to serve as the focal point within the Military Component to liaise with the Mission Environmental Officer and to deal with environmental issues as per UN guidance, policies, procedures and objectives. This officer may be located in the U-4 branch in U-staff structures and in DCOS Operations Support in a Modular Mission Force HQ or seconded within the Civilian Mission Support Environmental Unit depending on the Missions' structure.

Plans and Policy Staff Branch (U-5)



The U-5 Staff Branch is responsible for conducting future planning and the provision of advice to the FC on plans and policy issues. They are guided by existing higher direction (Mandate, CONOPS, ROE, Mission Concept, etc.), specific guidance from FC/DFC/COS, operational environment and anticipated future challenges).

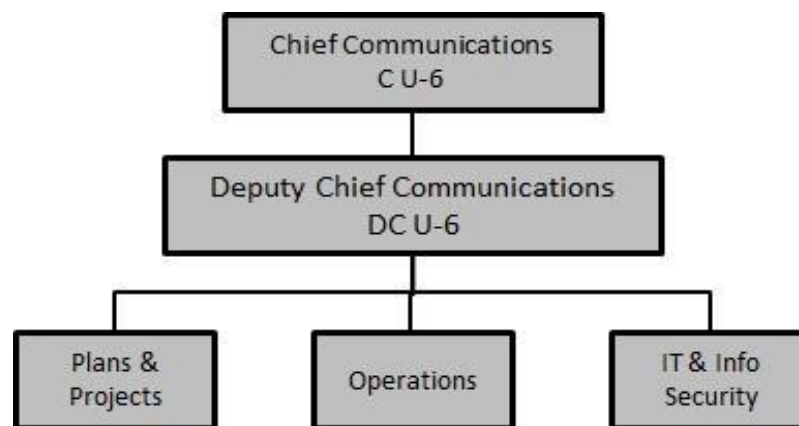
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U-5 Staff Branch Responsibilities.

- Perform long-term planning, follow-on phase planning, and contingency planning.
- Assist U-3 in preparing Force HQ OPORDs, FRAGOs, OPLANs and CONPLANs.
- Integrate appropriate staff/component involvement into plans and maintain oversight of the entire planning process within the Force HQ.
- Coordinate strategic and operational planning issues and guidance.
- Develop, coordinate, and implement Force HQ policy issues.
- Review HOMC/FC's operational plans for adequacy, and ensure compliance with Force HQ guidance and policies.
- Advise the HOMC/FC on political-military aspects of operations.
- Coordinate with the Human Rights component to integrate Human Rights and IHL advice and analysis into military planning. Foresee the potential Human Rights implications of an operation and plan for preventive measures.
- Act as military lead in integrated planning process and support Mission SPCC.
- Coordinate with Civilian Component (substantive sections) and Police Component.
- Act as lead staff branch for interaction with OMA.
- Provide budgetary support to Force CoS for supporting mission RBB.
- Act as lead for preparation of Military Component Work Plan.
- Act as military lead in support of Mission's Protection of Civilian implementation plans.

Communications Staff Branch (U-6)

The U6 Staff Branch is responsible for all matters concerning military communications and Information Technology (IT) related topics.



U-6 Staff Branch Responsibilities.

- Advise the HOMC/DFC/Force CoS and other branches on current military communications and IT capabilities and status.

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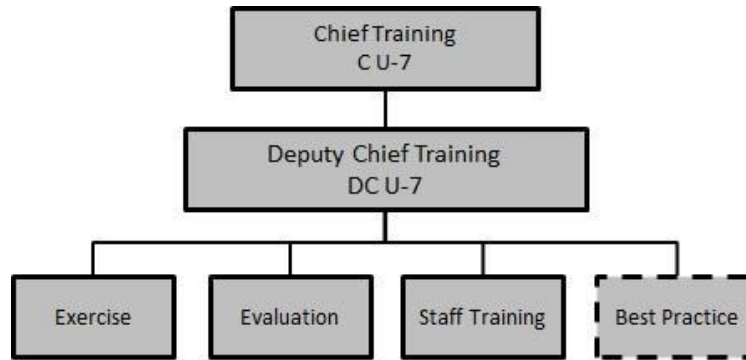
- Provide estimates on the ability and reliability of Communication and Information Technology Section (CITS) and military Communication systems to support planned operations.
Provide policy and procedural guidance for communications and IT support for Military Component deployed in the Mission.
- Liaise with the Mission CITS and serve as focal point to the subordinate HQ and Contingents.
- Integrate military CIT resources and capabilities in the overall CIT Mission support.
- Support all planning and coordination efforts in the Force HQ in close cooperation with CITS.
- Develop, update and implement all CIT-related guidelines, processes and SOPs specific to the operational needs of the Forces and aligned with the UN CIT concepts and regulations.
- □ Oversight and tasking of all subordinate military CIT units.
- Evaluate CIT-related training needs of subordinate military CIT units and Force HQ staff officers and develop required training programs.
- Act as the coordination interface between the Force HQ, Contingents, all military CIT support elements and the Mission's CITS.
- Provide policy and procedural guidance and monitor key performance indicators for all military communications and IT operations in the Mission, while also coordinating with other branches and Mission's integrated entities in communications-related activities.
- Maintain situational awareness regarding the support and operational impact of CIT.
- Ensure data, information and communications security for Force HQ and subordinate elements.
- Develop rules and procedures to define and regulate Force's information security.
- Grant Staff members' information access clearance.

Training Staff Branch (U-7)

The U-7 is responsible for military induction training, in-mission training, establishing the training needs of military contingents and supporting the integrated mission training cell (IMTC) in the delivery of training to the Military Component.

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U-7 Staff Branch Responsibilities.

- Implement and monitor Force annual training programme.
- Plan, coordinate, and where appropriate supervise troop exercises.
- Prepare training guidance for the HOMC/FC approval.
- Identify training requirements, based on the Mandate, situation and training status.
- Ensure that training requirements reflect the conditions and standards of UN guidance.
- Determine the requirements for and allocation of training resources.
- Plan and conduct operational readiness confirmations and evaluations required.
Compile training records and reports as appropriate.
- Promote knowledge sharing within all operational areas of the military in coordination with the Mission/Military Best Practices Officers (BPOs).
- Ensure that best practices are collected and shared in all areas of the work and train military staff on the use of the tools (Best Practices Toolbox reports), promoting and facilitating the production and sharing of reports.
- Ensure planning and coordinate conduct of periodic training for Sector Commanders and/or
Battalion Commanders/selected officers with emphasis on following aspects:-
 - Mission mandate(s)
 - Rules of Engagement (ROEs)
 - Concept of Operations (CONOPS)
 - Human Rights aspects

Military Engineering Staff Branch (U-8)¹

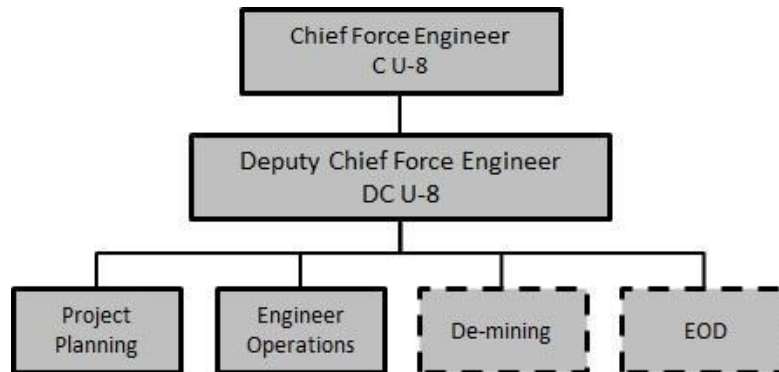
The primary responsibility of U-8 Branch is to plan, coordinate and implement the assigned engineer tasks (field/combat and construction) in accordance with mission priorities. In a peacekeeping operation, engineers may be engaged for humanitarian and non-military activities. Often, peacekeeping engineer units are required to support rebuilding infrastructure of host countries. This entails supporting civilian construction

¹ U-8 Branch may have GIS officers, though in integrated peacekeeping missions a GIS section may be established in Mission HQ to support the Mission or maintain a separate Mil-specific GIS capability

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projects that are deemed crucial to implement the UN mandate. This cell may be attached to U-3 depending on the operational requirement.



U-8 Staff Branch Responsibilities.

- Advise HOMC/FC, Force HQ Staff, CISS and the Chief Engineer on military engineering resources, capabilities and employment.
- Develop Force Engineer support plans and programmes.
- Assess mine, IED and Explosive Remnants of War (ERW) threats and develop counter Mine/IED SOPs and measures (with United Nations Mine Action Service, UNMAS if deployed).
Plan, coordinate, implement and monitor counter IED, de-mining and EOD tasks under military domain.
- Coordinate, liaise and assist mission EOD/de-mining resources and other UN partners in the planning of EOD and de-mining operations.
- Provide Chemical, Biological, Radiological and Nuclear (CBRN) advice if necessary to the Force Commander.
- Maintain close liaison with Mission Engineer Section and other relevant offices for daily operation and management of engineering works/projects.
- Monitor and supervise the utilization of Military Engineering resources.
- Vet all engineering task orders for accuracy, relevance, and correctness and disseminate once approved.
- Ensure timely, accountable and cost-effective delivery of engineering support by Military Engineering Contingents.
- Identify military engineering shortfalls and advise Force leadership on alternative resources and solutions.
- Coordinate humanitarian and non-military activities assigned to military engineers.
- Assess, coordinate and assist Mission response to severe weather impacts and natural/manmade disasters.

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- Assist environmental protection programme managers to ensure that all projects are carried out in accordance with UN environmental policies and guidance.
- Prepare project concepts including design specifications, engineering plan and estimation of all construction and maintenance projects under Military Engineers domain.
- Prepare and submit Project Status Reports periodically.
- Develop, implement and maintain a comprehensive Quality Control Program to assure that all engineering, construction, equipment and workmanship provided for assigned projects are in compliance with required standards and sound engineering and construction practices.
- Develop methodologies and tools to enable full development and control of military engineering equipment.
- Coordinate IED awareness training of Military Component and local population (in conjunction of UNMAS if in situ).

Optional Cells/Staff.

Explosive Ordnance Disposal (EOD). The Force EOD officer is responsible for coordinating the detection, identification, recovery, evaluation and final disposal of explosive ordnance. The main responsibilities are:

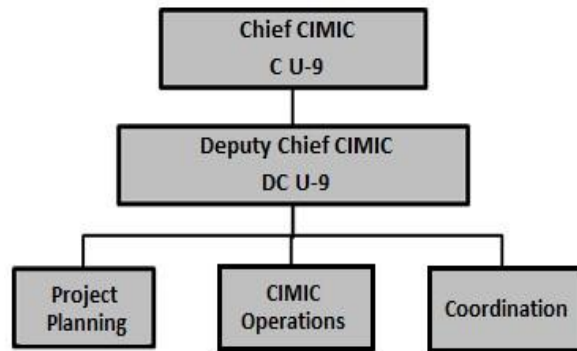
- Establish and operate an EOD-incident reporting system.
- Coordinate requirements for EOD support with requesting units and other UN partners.
- Monitor the supply status of special EOD tools, equipment, and demolition materials.
- Examine ordnance and related material held by the contingents as required.
- Advise the chain of command on EOD matters.

CIMIC Staff Branch (U-9)

The U-9 facilitates interface between the Military Component and other entities in the Mission area, such as humanitarian and developmental actors, Host civilian authorities and population, women's groups, IOs/ROs/NGOs, etc.

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U-9 Staff Branch Responsibilities.

- Coordinate the military UN-CIMIC operations with other UN agencies; and nongovernmental, private voluntary, and international organizations in the area of operations.
- Plan positive and continuous community relations programs to gain and maintain host nation support and goodwill, and to support military operations.
- Provide the U-2 operational information gained from civilians in the area of operations
 - Coordinate with the U-3 on trends in public opinion.
- Coordinate with the Military Public Information and the U-3 to ensure that the disseminated information is not contradictory.
- Provide guidance to TCC units in identifying, planning, and implementing programs to support the civilian populations and strengthen the Host nation development.
- Assist the U-3 with information operations
- Coordinate with humanitarian civil assistance and disaster relief (emergency food, shelter, clothing, and fuel for local civilians).
- Coordinate with Mission civil affairs office.
- Represent the Mission/Force in UNHCR National Protection Cluster.
- Update Humanitarian Advocacy Group on Military Component activities as required.
- Act as the Force's focal point for Quick Impact Projects (QIPs).

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