

ADMIRAL PITKA RECON CHALLENGE 2021

LIAISON OFFICER (LNO) OPERATING INSTRUCTIONS

1. The purpose of the LNO is to be the intermediary between non-national competition teams and the event organizers during the competition.
2. LNO tasks are as follows:
 - 2.1 Assists non-national competition teams throughout the entire period of the competition:
 - Before the start of the competition, the LNO will familiarise himself/herself with the documentation concerning the objectives and organisation details of the competition (familiarise with and print out the information found on the competition home page.
English: <https://www.kaitseliit.ee/en/pitkachallenge> ;
Estonian: <https://www.kaitseliit.ee/et/pitka> ;
 - Fully understands the objectives and rules of the competition and is able to introduce them to non-national competition teams and guests;
 - Translates necessary information to non-national competition team members;
 - Participates in meetings scheduled by the competition staff;
 - Escorts non-national competition teams support persons to all open competition checkpoints;
 - Helps the team to find solutions to the problems that occur during course of the competition.
 - 2.2 Recommendations for LNO:
 - Familiarize themselves with the necessary foreign language vocabulary;
 - Become acquainted with the competition area and local life (shops, petrol stations, attractions, history).
3. Arrival and Transportation of Non-National Competition Teams:
 - The LNO will meet his/her team at the border crossing point (road, harbour or airport). The non-national competition teams' contact information, together with arrival and departure times will be sent by the EDL HQ G5 Cooperation Branch to the respective LNOs e-mail address. If necessary, the LNO will help the non-national competition team to arrive at its accommodation.
 - Generally, the LNOs' means of transport to Tallinn will be provided by the appropriate district headquarters. Arrival by personal vehicle or public transport is possible in exceptional cases and / or in agreement with the district headquarters and G5 POC. Upon request, secure personal vehicle parking at no charge in Tallinn can be provided for the entire duration of the competition, provided this request is forwarded to the G5 POC one week prior to the event. If LNO arrives to the competition base camp by personal vehicle, then it is to be parked in the designated parking lot.
 - A place for the LNO in the non-national competition team vehicle is ensured for the duration of the competition.
 - Fuel for district vehicles will firstly be provided by district headquarters, which can later be applied for a refund from EDL G7. Compensation for personal vehicle fuel or the cost of bus fare can be refunded in accordance with the accounting regulations of the EDL.

4. Accommodation
 - Accommodation in the base camp is assured by the competition organisers.
5. Washing Facilities:
 - Washing facilities are provided by the competition organisers.
6. Dress code:
 - Combat uniform is to be selected according to the season. Sports and leisure clothing are to be selected according to weather conditions. Updated information is relayed every evening at the Competition Staff Meeting.
7. Internet:
 - Internet is provided in accordance with the Communications Department regulations (APRC 21 Administrative Order Communication Annex H).
8. Catering:
 - Catering is provided by the competition organisers.
9. Information Exchange:

During the planning phase, information is exchanged through the G5. The first event briefing for LNO's will be conducted in base camp. During the competition, the Competition Umpires, Supports and LNO Meetings will take place every day at 2100 hours. As well, information is available on the information board and via the Internet. Further information can be requested during the competition from the competition staff operations centre (OPS) telephone, which can be found in Communication Annex H.

In every competition there are certain checkpoints which are open to visit. Checkpoint which is closed it is prohibited to visit, even for team POC, supporters and LNO-s. Information concerning team progress is provided daily during the evening meetings.