



# iMAF 2019

managing future challenges



Wiener Neustadt / Austria, the 4<sup>th</sup> of February, 2019

The following points should clarify all the administrative issues for the international Military Academic Forum 2019 (iMAF 2019) and the 42<sup>nd</sup> Implementation Group Meeting. If you have any further questions, please do not hesitate to contact the event's project officer,

**Major Mag. (FH) Alexander SPANNBAUER.**

**E-mail: alexander.spannbauer@bmlv.gv.at**

**Cell-phone: +43 664 622 2364**

## 1) Options for participation

- Our intent is to provide 3 options for participation.

<b>Option 1</b>	<b>Option 2 (for EU institutions only)</b>	<b>Option 3 (for EU institutions only)</b>
<b>iMAF only</b>	<b>iMAF + IG meeting</b>	<b>IG meeting only</b>
<ul style="list-style-type: none"> <li>• Arrival: ..... 20 May</li> <li>• iMAF: ..... 20-23 May</li> <li>• Departure: ..... 23 May (or 24 May if flight is on the next day)</li> </ul>	<ul style="list-style-type: none"> <li>• Arrival: ..... 20 May</li> <li>• iMAF: ..... 20-23 May</li> <li>• IG meeting: ..... 23-24 May</li> <li>• Departure: ..... 24 May (or 25 May if flight is on the next day)</li> </ul>	<ul style="list-style-type: none"> <li>• Arrival: ..... 23 May</li> <li>• IG meeting: ..... 23-24 May</li> <li>• Departure ..... 24 May (or 25 May if flight is on the next day)</li> </ul>

- If you take a flight, you are requested to arrive at Vienna International Airport.
- If you take **option 3**, please arrange your flight on 23 May **before 11:30** (landing) and on 24 May **later than 16:30** (take-off).
- Please select your option and mark it within the Application Form, which should be sent to us **by 29 March 2019** (see also point 6 of this document).

## 2) Transport

- You will be transported from/to Vienna International Airport or from/to the Railway Station Wiener Neustadt to the hotels and to Reichenau Castle according to the data you report in the Application Form.
- Daily transport from the Theresan Military Academy – via the hotels – to Reichenau Castle and back is provided.
- If you arrive with your own vehicle, you will receive further details in due time.



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### 3) Accommodation

- The arrangements for the accommodation will be done by the iMAF organisers. All events will take place in Reichenau Castle. Please mark your preference within the Application Form, and if you can share a room with another person.
- Accommodation is at your own expenses (except for iMAF partners, who have special arrangements).
- Accommodation for all Cadets is without any charging at the Theresan Military Academy in Wiener Neustadt (daily transport is provided).

### 4) Meals

- Breakfasts are at Reichenau Castle (for those who are accommodated in the Castle) or in the respective hotels (included in the hotel price).
- Breakfast for Cadets is at the Theresan Military Academy without any charging.
- Lunch and dinner is in Reichenau Castle for all without any charging.

### 5) Article for the iMAF book 2019

- Our intent is to create an iMAF book 2019.
- Please send your article (max. 2-3 pages / 1 article per institution) **according to the style sheet** – which you can find on the Emilyo homepage (<http://www.emilyo.eu/node/878>) – to Col Gell ([harald.gell@bmlv.gv.at](mailto:harald.gell@bmlv.gv.at)) by **3<sup>rd</sup> May 2019**.

### 6) Application Form

- Please find attached an Application Form (in paper).
- We would prefer if you download this Application Form from the EMILYO homepage (as Word-document) and send it to us filled-in electronically.
  - For download, please use: <http://www.emilyo.eu/node/878>
  - Scroll down to the event “iMAF 2019” and click to “*Application Form (Word)*”.
- We would need the Application Form **by 29 March 2019**. Please send it to the e-mail-addresses mentioned on top of this form.



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## 7) Data protection

- Your data will be used for necessary internal administrative procedures only. They will not be published in any case!
- If you agree, we will include your name / institution / position / e-mail-address / phone number into a list, which will be **issued to the iMAF 2019 participants only** for networking purposes. If you do not agree to this, please let us know.

**Thank you very much indeed for your cooperation!**

Yours sincerely,

Mag. (FH) Alexander SPANNBAUER  
Major  
iMAF 2019 Project Officer