

MEMORANDUM OF UNDERSTANDING

CONCERNING

OPERATION, FUNDING, ADMINISTRATION AND STATUS OF THE PLANNING ELEMENT OF THE MULTINATIONAL UNITED NATIONS STAND-BY FORCES HIGH READINESS BRIGADE

TABLE OF CONTENTS

1. [PURPOSE AND SCOPE](#)
2. [DEFINITIONS](#)
3. [ORGANIZATION OF THE PLANELM](#)
4. [TASK OF THE PLANELM](#)
5. [LANGUAGE](#)
6. [STATUS OF THE PLANELM AND ITS PERSONNEL](#)
7. [RESPONSIBILITIES](#)
8. [FINANCIAL, BUDGETARY AND ACCOUNTING PROVISIONS](#)
9. [CONTRACTING AND PROCUREMENT](#)
10. [FINAL PROVISIONS](#)

- ANNEX A: ORGANIZATION OF THE PLANNING ELEMENT
[ANNEX B](#): FINANCIAL PROCEDURES
[ANNEX C](#): TERMS OF REFERENCE FOR THE COMMANDER
[ANNEX D](#): TERMS OF REFERENCE FOR SECOND-IN-COMMAND
[ANNEX E](#): TERMS OF REFERENCE FOR THE CHIEF OF STAFF
[ANNEX F](#): HOST NATION SUPPORT AND LOGISTICS
[ANNEX G](#): MILITARY MEDICAL SUPPORT PROVIDED BY DANISH
ARMED FORCES HEALTH SERVICE TO PERSONNEL OF
THE PLANELM AND THEIR DEPENDENTS

SECTION ONE PURPOSE AND SCOPE

- 1.1 In accordance with the Letter of Intent concerning co-operation on the Multinational United Nations Stand-by Forces High Readiness Brigade (SHIRBRIG), initially signed in Denmark on the 15th December 1996, and the Memorandum of Understanding (MOU) concerning the Steering Committee for the Multinational United Nations Stand-by Forces High Readiness Brigade (SC/SHIRBRIG), the undersigned have decided to establish a Planning Element (PLANELM). The PLANELM forms the permanent part of the SHIRBRIG staff on the basis of the provisions set out in this MOU. The PLANELM is established to support the SHIRBRIG by exercising pre-deployment functions and then, on deployment, to become the nucleus of the deployed SHIRBRIG staff. The terms of co-operation in the SHIRBRIG are set out in a separate MOU.

- 1.2 The purpose of this MOU is to set out the understandings regarding the operating procedures, stationing, funding, manning, administration and support of the PLANELM.
- 1.3 This MOU does not create any legally binding obligations upon the undersigned nations.
- 1.4 The provisions of this MOU are supplemented by Annexes A-G, which are integral parts of this MOU.

SECTION TWO DEFINITIONS

- 2.1 **SHIRBRIG** means the Multinational United Nations Stand-by Forces High Readiness Brigade, which is the pre-established (Non-standing), multinational brigade at high readiness, composed of contributions to the United Nations Stand-by Arrangements System, providing a rapid deployment capability for deployments of up to 6 months duration in peacekeeping operations mandated by the United Nations Security Council under Chapter VI of the Charter of the United Nations, including humanitarian tasks.
- 2.2 **SC/SHIRBRIG** means the Steering Committee established in accordance with the Letter of Intent concerning co-operation on the Multinational United Nations Stand-by Forces High Readiness Brigade, initially signed in Denmark on the 15th of December 1996 and the MOU concerning the SC/SHIRBRIG.
- 2.3 **Participants** means those nations which have signed this MOU in accordance with paragraph 10.1.
- 2.4 **Host Nation** means the Kingdom of Denmark, on whose territory the PLANELM is established.
- 2.5 **Host Nation Support** means the support rendered by the Host Nation to the PLANELM and its personnel.

SECTION THREE ORGANIZATION OF THE PLANELM

- 3.1 The organisation of the PLANELM is shown in Annex A.

SECTION FOUR
TASK OF THE PLANELM

- 4.1 The PLANELM is under the direction of the Brigade Commander (COMSHIRBRIG) through the Chief of Staff/SHIRBRIG (COS/SHIRBRIG). As its pre-deployment functions the PLANELM will:
- develop Standard Operational Procedures;
 - develop databases and options for strategic movement necessary to reduce planning and deployment time before the deployment of forces;
 - plan and conduct operational and logistic training and exercises;
 - support the United Nations headquarters with operational planning at the tactical level, including contingency planning and participating in fact-finding missions, with the main effort to be towards the preparations for missions involving the employment of the Brigade;
 - collect and evaluate lessons learned from previous missions;
 - submit an annual report to the SC/SHIRBRIG, covering the current operational level of readiness of the PLANELM and the Brigade Staff, and other issues concerning the SHIRBRIG and the PLANELM;
 - report to the SC/SHIRBRIG financial and budgetary issues in accordance with Annex B;
 - perform any other tasks which it is directed to perform in support of the functioning of the SHIRBRIG.
- 4.2 As the core structure of the SHIRBRIG staff, the PLANELM will be deployable with the SHIRBRIG. All personnel assigned to the PLANELM will, in principle, be deployed with the Brigade Staff during deployments.

SECTION FIVE
LANGUAGE

- 5.1 The official language of the PLANELM is English.

SECTION SIX
STATUS OF THE PLANELM AND ITS PERSONNEL

- 6.1 The status of the PLANELM and its personnel from nations other than the Host nation will be dealt with in separate arrangements.

SECTION SEVEN
RESPONSIBILITIES

- 7.1 The Host Nation will be responsible for the provision of Host Nation Support to the PLANELM and its personnel in accordance with Section Eight and Annex F.
- 7.2 All Participants will be responsible for the shared costs and the shared funding of the PLANELM in accordance with Section Eight and Annex B.

- 7.3 Each Participant will as soon as possible assign personnel to the PLANELM in accordance with Annex A and as agreed in the SC/SHIRBRIG in order to initiate the establishment of the PLANELM from the 1st of April 1997.

SECTION EIGHT FINANCIAL, BUDGETARY AND ACCOUNTING PROVISIONS

- 8.1 The financial procedures for the PLANELM are set out in Annex B to this MOU.

Start-up costs

- 8.2 Start-up costs will be pre-financed by the Host Nation for later reimbursement by the Participants.

National costs

- 8.3 Each Participant will meet the costs connected to the stay of their personnel in Denmark, such as salaries, living and accommodation allowances, and posting to and from the PLANELM.
- 8.4 Medical support costs will be as set out in Annex G.

Host Nation Support

- 8.5 All permanent fixtures are the property of the Host Nation, which has the responsibility for its administration and utilisation. The Host Nation Support to the PLANELM will be as set out in Annex F. Host Nation Support will not be changed, reduced or terminated unilaterally without consultation between the Participants. The impact of a reduction in the levels of support, resulting from the reduced availability of Host Nation resources, will be equitably appointed among the Participants.

Shared Costs

- 8.6 All costs and investments related to the running of the PLANELM, other than National Costs and free of charge Host Nation Support, will be shared costs. These costs also include costs resulting from claims – contractual and non-contractual – against the PLANELM, including claims from third parties for damage arising out of official duty, except for claims arising out of wilful misconduct or gross negligence or where the perpetrator may have exceeded the scope of official duty, in which case the matter will be referred to the SC for resolution.
- The costs related to fact-finding missions requested by the United Nations will be pre-financed by the PLANELM. The Host Nation will subsequently seek reimbursement from the United Nations on behalf of the PLANELM.

Shared funding

- 8.7 Shared costs of the PLANELM, not covered by the United Nations or other sources, will be divided by the number of Participants and assessed equally to each Participant,

regardless of the number of personnel each Participant assigns to the PLANELM. Equipment purchased with the Participants shared funds is the shared property of the Participants. The ownership of shared property will be recorded in separate inventory lists, kept by COS/SHIRBRIG, covering Host Nation property and shared property.

- 8.8 Any Participant discontinuing its participation in the PLANELM will not claim ownership of shared property and therefore will not withdraw any part of the shared funds or shared equipment.
- 8.9 Incoming Participants will pay the same annual assessment as existing Participants but prorated by the number of full months that they will participate in that fiscal year.
- 8.10 In years with Participants withdrawing from this MOU in accordance with paragraph 10.3, the assessed share for all Participants will be the shared costs of the PLANELM divided by the number of Participants and the number of full months they are each obliged to contribute. Outgoing Participants will be assessed to pay prorated assessments by the full number of months in which they are obliged to pay.
- 8.11 The sharing proportion will be recalculated according to a change in number of Participants. Recalculations will occur once per year when the annual assessments are calculated.
- 8.12 If this MOU is terminated all physical assets of the PLANELM will revert to the Host Nation.
All financial assets (unexpected funds) will be divided among the remaining Participants in equal portions.

SECTION NINE CONTRACTING AND PROCUREMENT

- 9.1 The Host Nation will act as the Contracting and Procurement Agent on behalf of the PLANELM in matters of purchase, leasing and other legally binding arrangements as long as the PLANELM is not a legal entity.

SECTION TEN FINAL PROVISIONS

- 10.1 This MOU may be signed at any time by representatives of those nations, which have signed the Letter of Intent concerning co-operation on the SHIRBRIG, initially signed in Denmark on the 15th of December 1996, and the MOU concerning the SC/SHIRBRIG. The MOU will have effect from the date of signature of the Host Nation and at least three other Participants. The MOU will remain in effect as long as the PLANELM is operational and until all mutual financial obligations are finally settled.
- 10.2 This MOU may be amended or terminated at any time by consensus of all the Participants.

- 10.3 Any Participant may withdraw from this MOU by providing a written notice to the SC/SHIRBRIG and to the Headquarters Chief of Defence of Denmark 12 months in advance.
- 10.4 Any dispute regarding the interpretation or application of this MOU will be resolved between the Participants and may be referred to the SC/SHIRBRIG for final settlement.

MADE IN ONE ORIGINAL IN THE ENGLISH LANGUAGE. THIS ORIGINAL WILL BE HELD BY THE HEADQUARTERS CHIEF OF DEFENCE OF DENMARK, WHICH WILL TRANSMIT A CERTIFIED COPY TO ALL PARTICIPANTS

For the Government of the Kingdom of Sweden

General Owe Wiktorin

SUPREME COMMANDER OF THE ARMED FORCES Dated May 20, 1997

General Karl Majcen

CHIEF OF DEFENCE STAFF, AUSTRIA

Dated May 14, 1997

Vice-Admiral L.E. Murray

ACTING CHIEF OF DEFENCE STAFF, CANADA

Dated April 28, 1997

General C. Hvidt, CHIEF OF DEFENCE OF DENMARK Dated March 14, 1997

Annex B

PLANELM Financial Procedures.

1. Purpose.

This Annex defines the financial procedures necessary for the operation and support of the PLANELM/SHIRBRIG. These arrangements are governed by the provisions set out in the MOU concerning the PLANELM and form the basis for multinational funding.

2. Principles.

The administrative and financial management of the PLANELM will be carried out in accordance with the following:

- a. Fiscal Year: The Fiscal Year (FY) begins on 1 January and ends on 31 December.
- b. Currency. The currency used for the budget plans, estimates and payments will be the Danish Kroner. All tables in reports going to the SC will be repeated in US dollars while noting that they are for information purposes only and the rate of exchange used.
- c. Prefinancing: The Host Nation will pre-finance start up and operating costs and seek reimbursement from the PLANELM. Start up costs will include ADP-equipment, telephone communication equipment, photocopying machines, furniture and related equipment.
Reimbursement will be based on the life-cycle of each category of equipment. The life-cycle of the equipment will be established as agreed upon between the Host Nation and the PLANELM. Operating costs will include general operating and maintenance, facilities, mission operational expenses and miscellaneous expenses. Reimbursement for start up costs and operating costs will be in accordance with the budget-cycle.
- d. Cost sharing: All Participants agree to fund the PLANELM on a cost-sharing basis as defined in this MOU. The calculation of each Participant's cost share percentage will be rounded to the tenth of a percent.
- e. Budgetary and financial documents:
 - (1) Chief of Defence Denmark (CHOD DEN) for budgetary control purposes will provide the PLANELM with monthly statements showing PLANELM expenditures incurred by the Host Nation.
 - (2) The PLANELM will provide a budget report that will consist of:
 - Actuals from full previous FY.
 - Actuals for first six months of current FY.
 - Revised estimate for last six months of current FY. *

- Variance analysis of current FY expenditure against budget estimate, with explanations on significant variations.
- Detailed estimate for next FY.*
- Rough estimate for following FY.

*: These items require approval by the Steering Committee (SC/SHIRBRIG).

- (3) The PLANELM will provide a year-end report that will consist of:
 - Summary of actual costs of past FY.
 - Variance analysis between estimate and actuals to include significant variances.
- (4) The PLANELM will provide a report of payments that will consist of:
 - Status of assessments and
 - Status of Participants payments.

3. Budget-cycle:

<u>Deadlines</u>	<u>Item</u>
01 Jan	Start of Fiscal Year
31 Jan	Participants' Annual Assessments due. CHOD DEN submits invoice for last six months of expenditures in previous FY.
28 Feb	Compt pays CHOD DEN invoice for last six months of expenditures in previous FY.
31 Mar	Compt submits Year-End Report to the SC/SHIRBRIG. Compt submits interim Status of Payments of Participants reports to the SC/SHIRBRIG.
30 Jun	End of first 6 months of FY.
31 Jul	CHOD DEN submits invoice for first 6 months of expenditures of current FY.
31 Aug	Compt pays invoice for first 6 months of expenditures of current FY. Budget is submitted to the SC/SHIRBRIG.
31 Oct	SC/SHIRBRIG approves Budget.
15 Nov	Compt sends Call for Assessment to Participants.
31 Dec	End of Fiscal Year.

4. Payment of Assessments

- a. In accordance with the agreed cost-sharing principle outlined in the MOU, Participants will forward one payment per year. On behalf of the Chief of Staff/SHIRBRIG (COS/SHIRBRIG), the financial comptroller will submit to the Participants the call for funds by the 15th of November each year; these funds will be due by the 31st of January of the following year. Payments will be made free of charge for the beneficiary.

- b. In the first FY each Participant will make an initial prepayment in the amount of USD 50.000, within 60 days of this MOU coming into effect for that Participant. The PLANELM will subsequently submit an assessment for the balance remaining to all Participants.
- c. Funds will be transferred to the bank duly designated by the PLANELM.
- d. The SC/SHIRBRIG will be informed by the PLANELM when a non-payment occurs. The SC/SHIRBRIG will decide the proper action to be taken relating to the continued participation of the Participant which is in arrears and the financial consequences to the PLANELM.
- e. Should the need arise for supplementary funding of additional costs outside the normal funding cycle, requests and detailed explanation will be forwarded to the SC for approval.
Upon approval by the SC, Participants will pay supplementary assessments within 30 days.
Funding shortfalls for the current FY may also be requested in conjunction with the assessment call for the next FY.

5. Interest Revenue and Expenditure Savings

Interest revenue and expenditure savings may be rolled over from one FY to the next and will be included in budgetary estimates.

6. Accounting

The financial comptroller will be responsible for the establishment and overall management of all bank accounts and postal (giro) accounts. Transfer and withdrawals from bank accounts, etc., maintained by the financial comptroller will be authorised by two signatories (comptroller and COS/SHIRBRIG or an officer designated by COS/SHIRBRIG).

The financial comptroller will be appointed from a country other than the Host Nation, thereby eliminating the potential for conflicting interests.

7. Auditing

The Year-end Report will be audited by auditors appointed by the SC/SHIRBRIG. Reports of such audits will be made available to Participants and COS/SHIRBRIG.

Annex C

Terms of Reference for

the Brigade Commander/Multinational UN Stand-by Forces High Readiness Brigade.

1. PURPOSE

The purpose of these Terms of Reference is to provide guidelines for the Brigade Commander/Multinational UN Stand-by Forces High Readiness Brigade (COMSHIRBRIG).

2. APPOINTMENT

COMSHIRBRIG will be appointed for a period of two years and the post will rotate among Participants to the Memorandum of Understanding concerning the SHIRBRIG. COMSHIRBRIG should not be rotated during deployment of the SHIRBRIG. COMSHIRBRIG will hold the rank of Brigadier General. COMSHIRBRIG may be appointed Force Commander by the UN Secretary General.

3. TASK

The main task of COMSHIRBRIG is to command the SHIRBRIG during deployment. COMSHIRBRIG is responsible for the performance of the SHIRBRIG. He will assume operational control of the units assigned to the SHIRBRIG for a specific mission upon Transfer of Authority and will report to the Force Commander unless he himself is appointed Force Commander. COMSHIRBRIG will, as his pre-deployment function, act as the focal point for the Steering Committee (SC/SHIRBRIG) and Senior National Representatives concerning the SHIRBRIG and the Planning Element (PLANELM).

4. SCOPE

COMSHIRBRIG will be responsible for the following:

a. Prior to deployment

- regular reporting to the SC/SHIRBRIG on the condition of the SHIRBRIG,
- direction of the PLANELM through the Chief of Staff/SHIRBRIG (COS/SHIRBRIG),
- COMSHIRBRIG will represent the SHIRBRIG in Denmark,
- Proposals to the SC/SHIRBRIG for the continuous revision of the manning of the PLANELM, joining and rotation etc.
- co-ordination with the Second-in-Command (2IC/SHIRBRIG) in fulfilling the pre-deployment duties,

- initiation of and participation in fact finding missions at the request of the UN Secretary General,
- visits to units potentially available to the SHIRBRIG.
- provision of recommendations for training to the SC/SHIRBRIG. The members of the SC/SHIRBRIG will address the issue with their respective national authorities,
- development of training standards for multinational units to be monitored by the SC/SHIRBRIG,
- development of guidelines for logistic interoperability,
- submission of directives for the planning of exercise programmes for multinational activities,
- initiation and direction of various small scale multinational activities e.g. command post exercises, computer assisted exercises and seminars etc.
- perform any other task as directed by the SC/SHIRBRIG.

b. During deployment

- exercise of his authority through the commanders of units assigned under Operational Control of the SHIRBRIG,
- control of the multinational logistic elements and resources in the SHIRBRIG,
- co-ordination of topics of national interest or concern with Senior National Officers,
- co-ordination with other UN commanders, agencies, non-governmental organisations and with local authorities in the Mission Area, as directed by the Force Commander,
- maintain the integrity and security of the SHIRBRIG
- co-ordinate issues of national concern with the Senior National Officers. Issues of concern to COMSHIRBRIG – e.g. – unit performance, discipline etc. will likewise be directed to the Senior National Officers.

5. FINAL PROVISIONS

In the event COMSHIRBRIG is appointed Force Commander by the UN Secretary General, and subject to the concurrence of the UN, COMSHIRBRIG will retain his authority as Brigade Commander.

Annex D

Terms of Reference

for

the Second-in-Command/Multinational UN Stand-by Forces High Readiness Brigade.

1. PURPOSE:

The purpose of these Terms of Reference is to provide guidelines for the Second-in-Command/Multinational UN Stand-by Forces High Readiness Brigade (2IC/SHIRBRIG).

2. APPOINTMENT

2IC/SHIRBRIG will be appointed for a period of two years and the post will rotate among Participants to the Memorandum of Understanding concerning the SHIRBRIG. 2IC/SHIRBRIG should not rotate during deployment. 2IC/SHIRBRIG will hold the rank of Colonel. If the Brigade Commander/SHIRBRIG (COMSHIRBRIG) is appointed Force Commander, 2IC/SHIRBRIG may hold the rank of Brigadier General. 2IC/SHIRBRIG should hold a different nationality than COMSHIRBRIG and COS/SHIRBRIG.

3. TASK AND SCOPE:

2IC/SHIRBRIG will discharge his duties as directed by COMSHIRBRIG. 2IC/SHIRBRIG will deploy with the SHIRBRIG. 2IC/SHIRBRIG must be prepared to take over the duties of COMSHIRBRIG as required.

Annex E

Terms of Reference

for

the Chief of Staff/Multinational UN Stand-by Forces High Readiness Brigade.

1. PURPOSE

The purpose of these Terms of Reference is to provide guidelines for the Chief of Staff of the Multinational UN Stand-by Forces High Readiness Brigade (COS/SHIRBRIG).

2. APPOINTMENT

COS/SHIRBRIG will be appointed for a period of two years and the post will rotate among Participants to this Memorandum of Understanding (MOU).

COS/SHIRBRIG should not be rotated during deployment.

COS/SHIRBRIG will hold the rank of Colonel.

COS/SHIRBRIG should hold a different nationality than both the Commander of the SHIRBRIG (COMSHIRBRIG) and the Second-in-Command.

3. TASK

The task of the COS/SHIRBRIG is to direct and manage the establishment and running of the PLANELM as directed by COMSHIRBRIG in accordance with this Memorandum of Understanding.

Under the direction of COMSHIRBRIG, the COS/SHIRBRIG is head of the PLANELM. The COS/SHIRBRIG will act as the local representative of COMSHIRBRIG in Denmark, if required.

COS/SHIRBRIG will assist COMSHIRBRIG in discharging his pre-deployment duties.

The COS/SHIRBRIG is head of Brigade Staff/SHIRBRIG during deployment.

4. SCOPE

The COS/SHIRBRIG will be responsible for the following areas:

a. With respect to the PLANELM:

- running and administering the PLANELM,
- representing the PLANELM in Denmark,
- supporting the Steering Committee in connection with preparation of meetings,
- ensuring the economical use of the shared funding connected to the PLANELM,
- developing Standard Operating Procedures,

- developing databases necessary to reduce the planning time before deployment of forces,
- planning operational and logistic training and exercises,
- supporting the UN headquarters with operational planning at the tactical level, with the main effort being the preparation of employment of the SHIRBRIG,
- updating the data on the readiness and availability of reported units,
- training and exercising the PLANELM and the augmentation part of the Brigade Staff,
- reporting in accordance with this MOU,
- any other tasks which he is directed to perform by COMSHIRBRIG.

b. With respect to the Brigade Staff/SHIRBRIG:

- planning for upcoming missions,
- preparing the Brigade Staff prior to deployment,
- directing and managing the Brigade Staff during deployment,
- recording and evaluating lessons learned,
- any other tasks which he is directed to perform by COMSHIRBRIG.

Annex F

Host Nation Support and Logistics.

1. Purpose.

This Annex records the details of the Host Nation Support (HNS) arrangements and logistic support for the PLANELM.

2. Principles.

The HNS will be provided in accordance with this Annex and will be reimbursed in accordance with paragraph 8.6 and Annex B, PLANELM Financial Procedures.

3. These arrangements do not include any support to dependents of the personnel in the PLANELM, as this support is regarded as an individual national responsibility. Military Medical Support to the personnel of the PLANELM and the dependents is set out in Annex G. Accommodation for the PLANELM personnel and their dependents will be an individual national responsibility.

4. Facilities.

Chief of Defence Denmark (CHOD DEN) will free of charge provide the following facilities for the PLANELM at Hoevelte Barracks:

a. Office facilities.

CHOD DEN will provide:

(1) Building 3 with:

- Commanders office,
- Second-in-Command's office,
- Chief of Staff office,
- eighteen offices,
- one (small) briefing room,
- one administration room,
- one tea kitchen,
- one wardrobe,
- one depot room,
- one depot room for classified materiel,
- one room for technical equipment,
- toilet and bath facilities.

(2) In building 21:

- one (large) briefing room,
- one wardrobe,
- toilet facilities.

b. Parking Area.

CHOD DEN will free of charge provide a parking area for

- staff cars,
- civilian cars belonging to staff members, and
- visitors.

close to the office building of the PLANELM.

5. Logistic supplies.

CHOD DEN will provide the following facilities for the PLANELM.

a. Food

- Meals for breakfast, lunch and dinner can be purchased by individuals in the cafeteria of the barracks from Monday to Friday within the normal opening hours.
- Meals outside cafeteria opening hours, will be an individual national responsibility.

b. Inventory and office supplies.

Can on request be provided by the Barracks Administration on reimbursement basis.

c. Flags, maps, signs and badges.

Can on request be provided by the Barracks Administration on reimbursement basis.

d. Petrol, Oil and Lubricants (POL).

Can on request be provided by the Barracks Administration on reimbursement basis.

e. Electricity and Heating.

Will be provided by CHOD DEN on reimbursement basis.

6. Logistic Services.

a. Transportation.

- The PLANELM will arrange all transportation between Denmark and any other nation itself.
- The Danish Headquarters Company will provide domestic transportation support for the PLANELM.

- CHOD DEN can on request augment the transport capacity of the Brigade on reimbursement basis.
- Transportation for off duty purposes is an individual national responsibility.

b. Laundry.

Is regarded an individual national responsibility.

c. Cleaning in offices and rooms.

Will be provided by the Barracks Administration on reimbursement basis.

d. Maintenance and repair.

- Internal maintenance will on request be provided by the Barracks Administration on reimbursement basis.
- External maintenance of fixed buildings will be provided by CHOD DEN free of charge.

e. Constructions.

Any request of changes to fixed installations will if accepted by CHOD DEN be provided through the Barracks Administration on reimbursement basis.

f. Military Medical Support.

Military Medical Support will be provided in accordance with Annex G to this MOU.

7. Other services.

The Danish Headquarters Company will support the PLANELM with Non-Commissioned Officers, clerks and typists.

The Danish Headquarters Company will support the PLANELM from facilities in building 21.

8. Communications.

The following items will on request be provided by CHOD DEN on reimbursement basis:

a. Telephones.

Telephones and mobile telephones.

b. Fax.

Unsecure fax.

- c. Satellite Communications.
Compatible SATCOM equipment.
- d. Local Area Network (LAN).
25 Local network users (Type and specification of hardware and software to follow).
- e. Wide Area Network (WAN).
(Number, type and specification of hardware and software to follow).

- Appendices:
1. Sketch of Hoevelte Barracks.
 2. Sketch of building at Hoevelte Barracks.

ANNEX G

Military Medical Support Provided by Danish Armed Forces Health Service to Personnel of the PLANELM and their Dependents

1. General

The Host Nation will be responsible for the provision of Military Medical Support to the personnel employed at the PLANELM/SHIRBRIG and their dependents within the capabilities of the Danish Armed Forces Health Service.

2. Responsibilities.

- a. Military Medical Support will be rendered by the Infirmary at Hoevelte Barracks.
- b. Within the scope of his co-ordination authority the Chief of Staff/SHIRBRIG (COS/SHIRBRIG) will provide for the organisational prerequisites for medical support. Technical medical arrangements will be co-ordinated by the Medical Advisor.

3. Extent of Military Medical Support.

- a. Military Medical Support of non-Danish military and civilian personnel at PLANELM includes:
 - (1) Outpatient care by the Infirmary; if sufficient capacity is not available, patients will be referred to other facilities of the military medical service or – without a declaration of cost acceptance¹ - to civilian physicians (including specialists), dentists of hospitals. Costs related to this treatment is a responsibility of that individual.
 - (2) Inpatient treatment by the medical unit. Treatment of prolonged duration only until the patient can be transported to another medical facility (primarily civilian hospital facilities).
 - (3) Emergency, life-saving treatment will be rendered by the Danish civilian hospitals without any reimbursement.
 - (4) In an emergency, movement of patients will take place by transportation means provided by the Danish Armed Forces.
- b. The following services are not included in the Military Medical Support rendered by the Danish Armed Forces:
 - (1) Movement of patients (except in emergency situations).

¹ For personnel of countries of the European Community the same conditions as for Danish citizens will apply. This also applies to members of the family and dependents to such personnel.

- (2) Rehabilitation including stay at sanatorium and similar courses of treatment.
- (3) Vision and hearing aids.
- (4) Orthopaedic and other appliances.
- (5) Prostheses.
- (6) Services and deliveries by dental laboratories and dental shops.

4. Notification and Maintenance of Medical Records

- a. The national representatives at the PLANELM will submit, as far as possible, the documents and records required for medical support to the Infirmary at Hoevelte Barracks.
- b. Upon termination of treatment and following a written consent by the patient, originals or copies of all clinical records prepared during outpatient treatment will be forwarded as medical records in confidence to the Nation to which the patient belongs. If written consent by the patient cannot be obtained, the confidential medical information will be filed by the Danish authorities in accordance with Danish national law.

5. Costs

- a. Outpatients care provided to military personnel by the Danish Armed Forces Health Service under this MOU will be rendered free of cost.
- b. The cost of consulting civilian physicians, dentists and hospitals without referral from Danish Armed Forces Health Service are to be paid directly by the individual.