



# JOINING INSTRUCTIONS

for

**NATIONAL DEFENCE COLLEGE NIGERIA**

**COURSE 28 (2019/2020 SESSION)**





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National Defence College Complex Abuja

## BACKGROUND INFORMATION

### THE COLLEGE ENVIRONMENT GEOGRAPHY AND CLIMATE

1. The National Defence College (NDC) is located in Abuja, the seat of Government of the Federal Republic of Nigeria. Abuja is centrally located and easily accessible from all parts of the country by road and air. The major international airports with connecting flights to Abuja are; the Murtala Mohammed International Airport Lagos, Mallam Aminu Kano International Airport Kano, Port Harcourt International Airport, Port Harcourt and Akanu Ibiam International Airport, Enugu. The Nnamdi Azikiwe International Airport, Abuja also operates international flights to many parts of the world.

2. The city is located in the Guinea Savannah region of Central Nigeria. It has 2 seasons, namely, the dry and rainy seasons. The rainy season starts from around mid-March to October, while the dry season is characterised by hot sunny and subsequently windy cold days, which starts from October to March of the following year.

3. Abuja's landscape has beautiful natural features, consisting of lowlands, rolling hills dotted with isolated highlands and massive granitic rocky hills. The hills include Bwari-Aso in the North-East, Guzape and Idon Kasa ranges in the North-West of Gwagwalada. The North-East has the highest peaks in the territory with some reaching over 760m above sea level.

### PLACES OF INTEREST

4. There are many recreational facilities available in Abuja, which may be of interest to participants. These include the rocky sites, dams, Abuja National Stadium, International Conference

Centre, ECOWAS Secretariat, Centre for Women Development, National Christian Centre, National Mosque, Nigerian Law School and University of Abuja. Others are Shehu Musa Yar'Adua Centre, Obasanjo Space Centre, Centre for Arts and Culture, Ushafa Pottery Village, the National Assembly as well as Gowon Centre for National Unity and International Cooperation.

a. **Rock Sites.** The Federal Capital Territory (FCT), in which Abuja city is located, is dotted with massive granite outcrops that are very attractive to tourists. These include Zuma Rock (Niger State), which appears to be a giant elephant squatting with its head in between its front legs. Others include:

(1) **Aso Rock.** Aso Rock in Gbagyi dialect means 'victory' rock, adorns the background of the "Three Arms Zone", which is the seat of power in Nigeria. The "Three Arms Zone" is the area that houses the National Assembly, Supreme Court and the Presidential Villa.

(2) **Katampe Rock.** Another attractive rock of interest is the Katampe Hill, believed to be the centre of Nigeria. The Hill offers a beautiful panoramic view of the capital city at dawn and dusk. It is a resort place for picnic lovers and tourists. One fascinating feature of the hill is that vehicles can be driven straight to its top.

b. **Dams.** There are 2 major dams in Abuja – The Lower Usuma and Jabi Dams. The Lower Usuma Dam is about 40km drive from the city centre and supplies the bulk of the city's portable water. The environment is very good for picnic and outings. Jabi Dam which is just 4km from the city centre also has a bush resort for picnickers.

## HOTELS/RESTAURANTS/SHOPPING CENTRES

5. Abuja has some beautiful hotels like the Transcorp Hilton Hotel, Frazer Suites and Sheraton Hotel and Towers among others. These hotels serve international cuisine as well as local menus.

6. There are also good restaurants that serve local and continental dishes. These include Jevinic, Mama Cass, Blucabana, Club House, Chinese Restaurant, Tantalizers among others. Some of the Shopping centres/Super markets which participants can patronize include Exclusive Stores, For U Supermarket, Shoprite, Sahad and Grand Square among others.



City Gate Abuja



National Stadium Abuja (in the fore ground)



Central Business District Abuja



Sheraton Hotel and Towers Abuja



Lower Usuma Dam Abuja



Jabi Lake Mall Abuja



Metro Station Abuja



NDC Officers' Mess Abuja

## **HISTORICAL BACKGROUND OF NATIONAL DEFENCE COLLEGE**

7. The NDC was established in 1992 as the highest military institution in Nigeria for the training of selected senior military officers, the Nigeria Police and civil servants from strategic Ministries, Departments and Agencies of the Federal Government for higher responsibilities. It also trains officers from friendly countries. The Terms and Conditions of Admission for International Participants is at Appendix 1. Since the Nigerian Armed Forces had already established a strong tri-Service heritage in the Nigerian Defence Academy (NDA), Kaduna and the Armed Forces Command and Staff College (AFCSC), Jaji, it was appropriate and cost effective to continue the tradition by establishing the new top level military institution on a tri-Service basis. Consequently, NDC became a reality in 1992 on a temporary site at the former Ministry of Foreign Affairs building in Marina, Lagos. In August 1995, the College was moved out of Lagos to a temporary site in Abuja located on Herbert Macaulay Way (North). The then Head of State and Commander-in-Chief of the Armed Forces of the Federal Republic of Nigeria, General Sani Abacha inaugurated the NDC Course 4 on 14 Sep 95 to herald the movement of the College to its new temporary site. Elaborate plans are at advanced stage to relocate the College to its permanent site in Piwoyi District of Abuja.

## **ORGANISATION OF NATIONAL DEFENCE COLLEGE**

### **COLLEGE HEADQUARTERS**

8. The College is organised into an Academic Faculty, Administrative and Logistics Branches, as well as the Centre for Strategic Research and Studies.

9. The College is headed by the Commandant, a “3-star” appointment, who is the Chief Executive. The Commandant is supported by the following senior appointments:

a. **The Deputy Commandant.** The Deputy Commandant who is also the Director of Studies assists the Commandant in the day-to-day running of the College. He is responsible for course design and curriculum planning. His post is authorised as an appointment for a “2-star” Officer.

b. **The College Secretary.** The College Secretary is the Commandant's Chief of Staff and Senior Executive. He heads the Administrative and Logistics Branches. He is responsible for negotiating the College resources, administration, logistics, budgetary control and the external profile of the College.

c. **The Provost.** The Provost is the head of the Centre for Strategic Research and Studies (CSRS). The post is designed for an academic professor, a retired 2-star general bearing the fwc+ or fdc+ decoration and at least an M.Sc degree, a retired ambassador or a retired vice chancellor. The Provost is answerable to the Commandant of the College.

e. **Coordination Department.** The department is headed by a brigadier general, who is responsible for detailed programming of the College academic activities, generation of teaching materials, and practical organizational work related to the implementation of the academic programmes of the College.

## ACADEMIC FACULTY

10. The Academic Faculty comprises the Studies Department and the CSRS. The Studies Department is under the Deputy Commandant/Director of Studies, while an Academic Provost heads the CSRS. There are 7 Studies Department and an integral Library. These are detailed below:

a. **Department of Higher Military Organization and Operations.** The Department of Higher Military Organization and Operations is headed by an officer of the Nigerian Army with the rank of brigadier general.

b. **Department of Academic Research and Analytical Support.** The Department of Academic Research and Analytical Support is headed by an officer of the Nigerian Navy with the rank of commodore.

c. **Department of National and Military Strategy.** The Department of National and Military Strategy is headed by an officer of the Nigerian Air Force with the rank of air commodore.

d. **Department of National and Geopolitical Affairs.** The Department of National and Geopolitical Affairs is headed by an Ambassador who is also the Commandant's adviser on international affairs.

e. **Department of Curriculum and Programmes Development.** The Department of Curriculum and Programmes Development is headed by an officer of the Nigerian Navy with the rank of commodore.

f. **Department of Information and Communications Technology.** The Department of Information and Communications Technology is headed by an officer of the Nigerian Air Force with the rank of air commodore.

g. **Department of History Research and Archives.** The Department of History Research and Archives is headed by an officer of the Nigerian Army with the rank of brigadier general. He supervises the College Museum and

the elective aspect of the curriculum.

h. **College Library.** The College Library is headed by an officer of the Nigerian Army with the rank of colonel. He supervises the College library and aid in the aspect of research to the departments and participants



## CENTRE FOR STRATEGIC RESEARCH AND STUDIES

11. The Centre for Strategic Research and Studies was formerly known as the Centre for Peace Research and Conflict Resolution. On 3 Aug 04, the Governing Board of the College gave approval for a change of the name of the Centre to African Centre for Strategic Research and Studies. However, the name was further changed to CSRS by the Governing Board in Jul 12 as a result of the review of the objectives of the Centre to cover other areas beyond regional operations. The CSRS is headed by a Provost and is designated a Centre of Excellence for Strategic Level training in Peace Support Operations by the Economic Community of West

Africa States and the African Union. The Centre has 5 Departments, and each Department is headed by a Director. These departments are:

- a. Defence and Security Studies.
- b. Conflict Studies, Peacekeeping and Humanitarian Affairs.
- c. Regional and Area Studies.
- d. Governance and Public Policy.
- e. Science and Technology.

## MISSION AND OBJECTIVES OF THE COLLEGE

### MISSION

12. The Mission of the NDC is:

*‘To impart knowledge and develop expertise and skills of senior military officers and their civilian counterparts through a firm understanding of all the essential factors that impact on national security and prepare them for higher responsibilities at operational and strategic levels in both national and international assignments.’*

### OBJECTIVES

13. The objectives of the NDC are:

- a. To study and analyze:
  - (1) The socio-political environment of Nigeria and its impact on national security.

- (2) The role of science and technology in national security.
  - (3) The nature, evolution and dynamics of international relation, including issues related to international security and how they impact on Nigeria's foreign relations. It also looks at the role of Nigeria's foreign policy in promoting her national interest.
  - (4) The various issues which relate to countries in the strategic neighbourhood of Nigeria and their impact on the fortunes of the country.
  - (5) The fundamental concepts and processes of national security decision making.
  - (6) The broad understanding of Nigeria's economy and its impact on national security. The emphasis is on clarity of basic economic concepts, analysis of current policy issues, understanding of the design and implementation of viable economic policies and strategies to ensure development and national security.
- b. To develop an in-depth understanding of elements of national power which will aid in the formation of grand national strategy.
  - c. To proffer policy recommendations on specified national issues that border on national security.
  - d. To undertake advanced academic research at national strategic policy levels.

## PHILOSOPHY

14. The NDC provides the highest level of formal military education intended to inculcate a sense of advanced military professionalism and involvement in the decision making process under democratic political culture and structures. In the pursuit of its professional training programmes, the College has developed sound and consistent military expertise in the study of policy options as to where, when and how force could be applied for security and peaceful purposes.

15. To achieve this educational objective, participants are encouraged to be imaginative and creative and to cultivate the confidence of expressing their views openly. In order to encourage this, the College encourages free exchange of ideas through a “Rotunda Rule” policy of non-attribution in the Auditorium, where participants, staff and Directing Staff will be able to express personal views frankly to a privileged audience.

16. The curriculum of the College is designed to be **provocative, demanding and rigorous**. Participants will be faced with a variety of problems for which there is no College 'template solution'. They will be encouraged to consider and challenge their own intellectual assumptions and standpoints about the **nature of war, peace, leadership, politics, ethics** and the **application of force**.

17. The College, therefore, works intensively at the conceptual level, researching and analysing issues in depth to produce well informed, critical judgments, and to cultivate the art of intelligent questioning and conceptual thinking. Overall, the intention is that the NDC and its fellows should play a part in the evolution of military thoughts to meet the new circumstances of the Twenty First Century.

## METHODOLOGY

18. The mission and philosophy of the College are pursued through lectures, seminars, workshops, conferences and syndicate assignments. The Participants also write term papers and all year round research projects on approved topics. There are also geo-strategic tours of the nation and other parts of the world. The activities of the College are conducted in English Language.

## ADMISSION POLICY

19. Admission into the College is based on selection of senior military officers, civilians and other similar cadres from Africa and the world at large. The selection level of the participants is set high so that apart from professional skills and qualifications, they would have considerable experience to enable them contribute meaningfully and authoritatively to discussions. For instance, nominees from the rank of Colonel in the Nigerian Army and its equivalent in other Services undergo a rigorous selection process, while in the Civil Service, the admission is offered to officers of the cadre of Director and above. It is to be noted that any participant who is absent continuously from lectures for a period of 2 weeks for whatever reason will be advised to withdraw from the Course.

## COLLEGE CREST

20. The Crest of the College is made up of 2 circles with a white background. The space within the inner circle is strapped in the national colours, green-white-green, while the name of the College is inscribed in the lower part of the white space between the 2 circles. Within the inner circle, the armed forces insignia is placed on the white background between the 2 green colours. An eagle and a torch of peace are placed in succession on top of the emblem. At the base is a scroll in yellow parchment bearing the College motto: *Intellect, Courage and Patriotism.*



## MAIL

21. The College's postal address is:  
National Defence College Nigeria  
Herbert Macaulay Way (North)  
Central Area,  
P. M. B. 323,  
Garki, Abuja.

## WEBSITE

22. The College website is [www.ndc.gov.ng](http://www.ndc.gov.ng). Additional information about the College could be obtained from the website.



National Defence College Auditorium

## ACADEMIC PROGRAMME

### COLLEGE CURRICULUM

23. The 11 months study programme is organized into 9 blocks conducted in 3 Terms. The blocks are:

- a. **Block 1:** Research Methodology.
- b. **Block 2:** The State and Socio-Political Environment.
- c. **Block 3:** Economy and Finance.
- d. **Block 4:** Science and Technology.
- e. **Block 5:** Strategy, Statecraft and National Security.
- f. **Block 6:** International Affairs and Regional Studies.
- g. **Block 7:** War Study Package.
- h. **Block 8:** Peace Support Operations.
- i. **Block 9:** Higher Management of Defence.

The blocks are conducted in the following manner:

24. **First Term:** Foundation Studies (14 Weeks):

- a. Global Scene in Perspective.
- b. National Economy.
- c. Elements of Strategy.

- d. Warfare and Military Strategy.
- e. Strategists and Military Thinkers.
- f. Technology and Warfare.
- g. Strategic Installations' Visit.
- h. Geo-strategic Visit to States.
- i. Term Paper and Research Projects.

25. **Second Term:** Defence Policy Development, Operational Art and Geo-strategic Studies (14 Weeks):

- a. Global Scene in Perspective.
- b. Defence Policy Development.
- c. The Art of Command.
- d. Military Aid to Civil Authority/Military Assistance to Civil Power.
- e. Peacekeeping Operations.
- f. Campaign Studies.
- g. Joint Operations/Logistics at Operational Level.
- h. Geo-strategic World Study Tour.

26. **Third Term.** Higher Management of Defence (16 Weeks):

- a. Crisis Management at the Operational and Strategic Levels.
- b. National Defence Planning Exercise.
- c. Policy Paper Presentation.
- d. Term Paper and Defence of Research Projects.

27. **Country Brief by International Participants.** As part of

the course curriculum, international participants are expected to make presentations on their countries to other members of the course and the Faculty. The presentations are normally for an hour, followed by an interactive session of 30 minutes. Participants are encouraged to invite their resident ambassadors in Nigeria to witness their presentations and also use the occasion to further showcase their cultural and national symbols through display. International participants will be scheduled for their presentation at the commencement of the course. They will also take part in a food fair where they are expected to showcase cuisines from their respective countries.

28. **Visits.** The following visits are conducted during the Course:

- a. Tour of Abuja.
- b. Geo-strategic tour of States.
- c. Visit to Strategic Installations.
- d. Visit to Military Establishments.
- e. Geo-strategic Regional Study Tour.
- f. Geo-strategic World Study Tour.

With the exception of the tour of Abuja, which is to acquaint participants with their immediate environment, all other visits are study tours which require them to submit papers and make presentations on the visits.

29. **Electives.** In addition to the course curriculum, there are some electives, which provide participants with the opportunity to tailor their academic programme to meet individual interests. The electives also enable participants to go beyond the limits of the core curriculum and expand their professional expertise, by taking advanced studies in specific additional subjects. Each participant

must offer at least one elective during the course. The approved electives are Military History, French and English Language. However, French Language is a compulsory subject for all Anglo-phone participants, while participants from the Francophone nations study English as a compulsory subject.

## **LECTURES AND SYNDICATION**

30. The methods of instruction are mostly through lectures by experts in different fields, seminars as well as individual and group work. Lectures take place at the College Auditorium, Abacha Hall. Copies of lectures and other instructional materials needed for the course are made available to each participant through the College website and in some cases sent to their mail boxes. Participants are divided into syndicates for group discussions and assignments, and are expected to make valid contributions in their various syndicates. There are 10 syndicates in all and each has at least 2 Directing Staff. The Directing Staff coordinate the discussions and activities of the syndicate.

## **PRE-COURSE READING LIST**

31. Reading materials can be accessed through the College e-library website [www.ndc.gov.ng](http://www.ndc.gov.ng) before resumption for the Course. Participants are however advised to have background knowledge of the undermentioned subject areas:

- a. Strategy.
- b. Strategic Leaders.
- c. Policy.
- d. National Security.
- e. Nigeria's Vision 20-20-20.

- f. Globalisation with specific focus on:
  - (1) Terrorism.
  - (2) ICT.
  - (3) Economy.
- g. Global and Regional Approaches to Conflict Resolution/Management.

### **AWARD OF FELLOWSHIP**

32. Successful completion of the course leads to the award of the qualification: Fellow of the Defence College (fdc). Directing Staff who complete a tour of duty of one year, as well as Academic Directors are eligible for the Award of Distinguished Fellow of the Defence College fdc(+).

### **MASTERS DEGREE PROGRAMME IN STRATEGIC STUDIES**

33. MSS, MSc and PhD Programme in Strategic Studies are organised by the University of Ibadan and Nigerian Defence Academy Kaduna on affiliation basis. Any of the programmes are open to all qualified graduates of the Defence College who are selected to undertake the programme. The Course assembles in October each year. There is a residency requirement which makes it mandatory for those registering for the Programme to attend lectures in the University for a duration of 6 months for the MSS and MSc programme. Successful candidates in the MSc programme who meet the desired criteria can apply for PhD admission in Strategic Studies.

## ADMINISTRATIVE ARRANGEMENTS

### COURSE DURATION

34. The Course is an 11 months Course and should be free of any distraction. Therefore, no participant is to be engaged by either his Service, department or home government on any tasks within or outside Nigeria while on the Course. The College will not grant any permission for the release of participant except on withdrawal.

### COURSE ALLOWANCES

35. Participants are advised to collect course allowances from their respective Service Headquarters/Ministries or home governments before assembling for the Course and also before reporting to the University of Ibadan for the Masters degree Programme.

### TRAVEL DOCUMENTS

36. **Passports.** In preparation for the Geo-strategic World Study Tour, each participant is required to ensure that he is in possession of a current valid Official International Passport. The Course entails travelling outside the shores of Nigeria, hence all participants are to come along with valid International Passports with expiry dates beyond 18 months at the time of reporting for the Course. It is however mandatory for Nigerian participants to come with Official Passports. **The College would not accept the responsibility of renewing expired international passports for participants.**

37. **Visa Arrangements for International Participants.** International Participants are expected to apply for a 2-year multiple entry visa for themselves and their spouses (if accompanying) at the Nigerian Embassy or High Commission in

their respective countries. This is to cover the duration of the Course and the Masters degree programme at the University of Ibadan.

## **ARMS AND AMMUNITION**

38. Participants are not allowed to be in possession of arms and ammunition during the course.

## **DRESS**

39. For the purpose of uniformity and orderliness, Participants are expected to always appear dressed in a manner appropriate to the occasion. Participants on NDC Course will need the following dresses:

a. **Special Activities.** During special activities in the College such as Course Inauguration and Graduation, the dress would be Service Dress for the Army and Air Force, No 1 for the Navy and No 2 for the Nigeria Police. All International and other Paramilitary participants are to appear in their respective Service Dresses, while civilians from MDAs of government are to be in lounge suit.

b. **Academic Activities.** Unless otherwise directed, the dress during academic activities for participants and Members of Faculty is lounge suit except Fridays, when informal/traditional dresses are worn. However, there are occasions when military participants will be required to wear uniforms. They will be notified accordingly.

c. **Visits.** Participants are expected to take along with them, No 4 or No 5 for the Army, Bush Jacket for the Navy and Tunic for the Air Force during all programmed visits.

This is in addition to lounge suits, College customised blazers and ties are to be used in some of the occasions. For tour of military establishments, special instructions on dress would be issued.

d. **College Blazer and Tie.** The College customised blazers are available at designated shops within the College, where participants and members of Faculty could purchase. Two versions of the College ties are available in blue and red colours. The blue version is to be worn by participants and fellows of the NDC and other members of Faculty. The red version is to worn by Members of the Directing Staff and Distinguished Fellows of the College only.

## **REPORTING AND DOCUMENTATION**

40. The following important dates are to be noted for NDC Course 28:

- a. Course Assembly Date: **2 Sep 19.**
- b. Commencement of Term 1: **4 Sep 19.**
- c. Inauguration of NDC Course 28: **13 Sep 19.**
- d. Graduation Day/End of NDC Course 28: **30 Jul 20.**

41. On arrival, participants are to report directly to the NDC Complex located at Herbert Macaulay Way (North) Abuja, where a Reception Centre is usually established 5 working days before the Course officially commences. All inquiries are to be directed to the Director Coordination (D Coord) or the Staff Officer 1 Coordination (SO 1 Coord) on the following telephone lines and email:

- a. D Coord Tel: +2349099777440.
- b. SO 1 Coord Tel: +2348036006973.

c. Email: coord@ndc.gov.ng

42. All participants are to complete a Bio Data Form online and submit a hard copy to the SO1 Coord on arrival. In addition, all participants are to report with a complete and duly certified medical report.

### **ACCOMMODATION AND FEEDING**

43. The College provides each participant with accommodation at the College's Permanent Site in Piwoyi. Participants would be accommodated in a suite comprising a bedroom and living room as well as one shared boys quarters. This accommodation is however not convenient for Participants to live-in with their spouses or dependants. International Participants who will like their families to accompany them would have to make arrangement for accommodation in Abuja with the assistance of their respective embassies, where applicable. It is the College policy that no participant is allowed to accommodate personal staff or aides in the Quarters. All wards/dependants/staff could be in the Quarters from 0600 hours and must depart by 1800 hours daily. Participants are to arrange for their own feeding in their accommodation. In the alternative, participants can patronize the Mess and restaurants within the College.

### **TRANSPORTATION AND PARKING OF PERSONAL VEHICLES**

44. The College provides buses to transport participants from their accommodation at Piwoyi to the College for lectures and other engagements. Participants, who have cause to bring their cars from their residence to the College, are to make use of Participants' car park located within the College premises. Participants' cars should not be parked in spaces provided for

College permanent staff and Members of Faculty. International participants coming with their cars are to procure valid International Drivers' Licence and comply with the requisite customs documentation at the point of entry. However, participants without their cars could make private arrangements for their transportation after official hours.

### **MEDICAL AND HEALTH SERVICES**

45. Clinics are available within the College and at Piwoyi Quarters to address the medical needs of participants. The clinics are manned by qualified and specialised doctors, nurses (both civil and military) and other experienced Service personnel. The Course is rigorous and will exert considerable pressure on participants. Participants will therefore be required to undergo intensive medical test before the commencement of the Course. Only those certified medically fit will be inaugurated into the Course. International participants are to conduct comprehensive medical investigations before reporting for the Course. The Reports of their medicals are to be submitted to the College Medical Officer on resumption. International participants with serious medical cases will be expected to bear the cost of medical bills. International participants will also be expected to bear the cost of treatment of relatives staying with them.

### **INTEGRATED PRINTING PRESS**

46. An Integrated Printing Press has been installed in the College. The Printing Press has greatly enhanced the timely and quality production of published documents and manuscripts. It is important to note that other departments of the government now patronize the Press for their printing works.

## **THE COLLEGE LIBRARY**

47. To aid research, the College maintains a Library equipped with books, journals, reports and other publications in the areas of work undertaken by the College. The current collection in the Library stands at over 20,000 titles, comprising books and journals in various fields of military, politics, international relations, strategic studies, peace studies and capacity building.

48. The Library has almost completed the digitalisation of all its research resources. It has indexed editorial opinions, feature articles and commentaries in relevant national and international newspapers, magazines and journals, which are concerned with conflict prevention, peace, security and defence issues generally. The Library is also fully automated with a collection of over 34,000 e-granaries Digital Library. Internet facilities are also available in the Library. Participants are free to avail themselves of the facility for their research projects and term papers.

## **INFORMATION AND COMMUNICATION TECHNOLOGY SERVICES**

49. The College operates a Local Area Network (LAN) which links all offices and syndicate rooms to a central server for both Intranet and Internet services. Using Very Small Aperture Terminal (VSAT) transmission technology, the College acts as an autonomous Internet Service Provider, with the entire College community as its client. With the available Internet facility, the College, including the CSRS is provided with the capacity to surf the Internet, download, send and receive e-mails, among other on-line data services. The participants' residential quarters are also linked to the VSAT ICT system infrastructure located in the College complex.

## **INFORMATION AND COMMUNICATION TRAINING LABORATORY**

50. The College in its efforts to bequeath her academic institutional community with advanced Information Technology (IT) tools for training and research purposes also has commissioned her computer training laboratory to achieve this aspiration. The computer unit trains, organizes seminars and workshops for staff.

51. The computer laboratory is equipped with computer system/accessories, and multimedia computer project for power point presentations. It is connected to the College LAN for wireless internet access.

## **MUSEUM/HALL OF FAME**

52. The Museum/Hall of Fame is an integral part of the College. It is established as a tribute to the vision of its founding fathers and a storehouse of institutional memory. It tells the history of the College in a nutshell. The NDC Museum is designed as a living monument to capture the vision and the seasons of the College, past and present. It is arranged into 4 sections.

- a. Historical Evolution/Documentary Unit.
- b. National Defence College Plaque of Fame.
- c. Military Arts/Souvenirs.
- d. Documentation and Records



Participants' Accommodation



National Defence College Hall of Fame



National Defence College Library



IBB International Golf Club Abuja

## **OFFICIAL FUNCTIONS**

53. Social contacts among the participants and staff are enhanced through periodic formal 'Get Together' and parties. Lunch for important guest lecturers on working days will be announced. Occasionally, spouses of participants would be invited to attend some official functions of the College such as the Graduation Ceremony.

## **RECREATIONAL FACILITIES**

54. Recreational facilities are available for participants during the Course. To this end, both the participants and staff of the College will be privileged to enjoy various facilities such as the newly equipped gymnasium in the College and Maitama Quarters; Swimming, Lawn Tennis and Squash at the Mogadishu Barracks in Abuja, as well as have a feel of professional golfing at the IBB Golf Course, also in Abuja. This arrangement will continue until the College moves completely to its permanent site in due course.

## **SOCIAL ACTIVITIES**

55. Participants are to socialise within acceptable limits as expected of senior officers. Facilities and events at NDC Officers' Mess as well as other Military and Police messes could be utilised by participants for their comfort and relaxation. International Participants are expected to behave in a manner that recognises and respects the customs and norms of the host community.

## **LEAVE/PUBLIC HOLIDAYS**

56. Leave is granted at weekends and between terms. Only in very exceptional circumstances will leave be granted during working days. Request for exceptional leave will be submitted to

the Deputy Commandant in writing through the Syndicate Directing Staff. All participants must obtain the necessary Directorate of Military Intelligence (DMI) forms and military passes from the D Coord before any travel. The College observes following public holidays annually:

- a. New Year – 1 January.
- b. Eid el Maulud - Subject to declaration by the Federal Government.
- c. Good Friday - Subject to declaration by the Federal Government.
- d. Easter Monday - Subject to declaration by the Federal Government.
- e. Labour Day - 1 May.
- f. Democracy Day - 12 June.
- g. Eid el Fitr - Subject to declaration by the Federal Government.
- h. Eid el Kabir - Subject to declaration by the Federal Government.
- i. Independence Day - 1 October.
- j. Christmas Day – 25 December.
- k. Boxing Day – 26 December.

### **TERMS AND CONDITIONS OF ADMISSION FOR INTERNATIONAL PARTICIPANTS AT THE NATIONAL DEFENCE COLLEGE**

57. The National Defence Course is an 11 months strategic level training programme conducted at the National Defence College Abuja, Nigeria. The Course is aimed at developing the expertise and skills of senior military/para-military officers and their civilian counterparts for higher responsibilities at operational and strategic levels. It is therefore specifically targeted at

military officers of the rank of colonel and its equivalent in the other Services of the Nigerian and Foreign armed forces. The next course, NDC Course 28, will assemble on 2 Sep 19 and terminate on 30 Jul 19.

58. Admission into the College is very competitive. However limited slots are reserved for foreign participants subject to the nomination of eligible officers by interested countries and payment of the requisite fees. Such nominee(s) must fulfill the following criteria:

a. **Rank**. Prospective participants must be of the rank of colonel in the army or its equivalent in the sister Services of the armed forces. In exceptional cases, the College could accept officers of the ranks of lieutenant colonel and brigadier general or their equivalents.

b. **English Proficiency**. English is the language of instruction and communication in NDC. Participants must be proficient in both spoken and written English. A workable knowledge of the English Language would be acceptable for countries whose official language is not English.

c. **Medical Fitness**. Nominees are required to submit a comprehensive medical report to the College Medical Officer on resumption. The report is to include the following among others:

- (1) HIV/AIDS Free Certificate.
- (2) Hepatitis A-C Free Certificate.
- (3) TB and Bordetella Pertussis Free Certificates.

59. Nominees are required to hold a diplomatic/official passport with a multiple entry visa valid for 2 years while passports expiry date should not be less than 18 months at the time of resumption. The passport is to contain at least 6 empty pages for visas for the foreign study tour. Confirmation of acceptance of vacancy is to reach the National Defence College, Abuja on or before 15 Aug 19. Please note that nominees are required to furnish the College with the following documents not later than 23 Aug 19:

- a. A short biography (Not more than 500 words).
- b. Scanned copy of international passports (first 3 pages including data page).
- c. Twelve passport sized photographs and 3 family pictures.

### CONCLUSION

60. These Joining Instructions are intended to guide all prospective participants of the National Defence College, Nigeria for the duration of their stay in the College/Country. Incoming participants are requested to carefully read and comply with the instructions. On arrival, they are to avail themselves of all arrangements made for their convenience. The College wishes all participants an exciting and rewarding experience at the National Defence College, Nigeria.

  
**E AKEREJOLA**  
Brig Gen  
D Coord

2 Jul 19

