

**Reference No**

054/423

Duration

5 Days

LocationMaritime
Warfare
School, HMS
COLLINGWOOD**IELTS**

6.5

FrequencyTwo courses
per year

MARITIME TRADE ORGANISATION (MTO) DESK OFFICER

AIM OF COURSE

For students to obtain the necessary knowledge, skills and attitude to act as a member of a MTO Element, carrying out duties and tasks required of a Desk Officer (DO) (including OIC Deployed Element, DO (and afloat), Shipping Coordinator, Liaison Officer(LO), Allied Worldwide Navigational Information System (AWNIS) DO, AWNIS LO, NSC DO).

OUTLINE SYLLABUS

By the end of the training package students will be able to:

- ◆ Describe the MTO, NCAGS and AWNIS effects
- ◆ Describe the duties and tasks required of a Desk Officer
- ◆ Identify the key MTO publications
- ◆ Manage the information cycle
- ◆ Manage the incident management cycle
- ◆ Manage media Standard Operation Procedures (SOPs)
- ◆ Describe law of the sea basics
- ◆ Conduct threat evaluation
- ◆ Conduct MTO planning for operations
- ◆ Participate in a practical scenario

ENTRY STANDARDS

- ◆ Suitable for junior officers new to MTO