

No.21023/05/2023-PP | 636.  
GOVERNMENT OF INDIA  
Ministry of Home Affairs  
[Police Division-II]  
Pers.Policy Desk  
\*\*\*\*

North Block, New Delhi, 110001  
Dated 3<sup>rd</sup> February 2023

**To**

1. The Chief Secretaries and DsG (P)s of all States / UTs
2. The Directors - IB/CBI/SVPNPA/SPG/NEPA/NICFS/CFSL/DCPW
3. The DsG - BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB/NCB/NIA/Assam Rifles  
(Through LOAR)
4. The Commissioner of Police Delhi.

**Subject: - UNPOL 2023 Women Command Development Courses**

Sir/Madam,

Permanent Mission of India to the United Nations (PMI to UN) has informed about the invitation received from UN Police Division vide which UN Police Division has called nominations for the **UNPOL 2023 Women Command Development Courses**. Member states can nominate two women police officers for the fifth (English) and sixth (French) United Nations Police Women Command Development Courses by 01 March 2023. The courses are planned to be held in the first and third quarter of 2023.

2. The Course participants who pass the assessments will be considered for membership in the UNPOL Women Command Cadre. The Cadre is a talent pipeline aimed at fast tracking the inclusion of senior women police officers in the Senior UNPOL Leadership Roster, job vacancies of senior-level seconded positions, and contracted professional posts. In support of the United Nations' goal of 50/50 gender parity, the Police Division maintains the UNPOL Command Cadre by identifying, mentoring, training, and preparing nominated senior-ranking women police officers who fulfill all of the requirements for leadership positions as Heads and Deputy Heads of Police Components as well as strategic middle management posts. **The fifth UNPOL Command Cadre course will be hosted by the Government of the United Kingdom of Great Britain and Northern Ireland at Canterbury Christ Church University from 29 March to 5 April 2023 in English language.**

3. The courses will be conducted within the framework of the Revised UNPOL Gender Toolkit, which aims to standardize training on gender in United Nations policing. The nominated senior women police officers need to meet the following criteria:

- Commitment of the nominee to deploy, if selected for an available opportunity.
- Minimum of seven (7) years of police experience.

- Previous command experience.
- Minimum of a Bachelor's degree.
- Easily read, speak, understand and write in English or French.
- Graduation from a certified police academy or similar law enforcement training institution

4. The United Nations will cover costs associated with the travel, accommodation, and meals for the participants of the course. The last date of receiving the nominations is 17.02.2023. The nominated candidates will undergo a selection process.

5. It is strongly recommended to nominate those Women Police officers who meet the criteria. **The requirements given in the Annexure-I & II must be ensured.** The nomination of eligible and suitable women candidates **of the rank of DIG/IG** along with nomination form, duly filled and signed requisite forms (P11 form and Personal Employment and Academic Accreditation(EAC) form), Bio data and Copy of Passport before 17.02.2023 for onwards submission to UN HQ.

4. The duly completed and signed Personal History Profile (P-11), Employment and Academic Certification Human Rights (HR) certificate along with forwarding letter including **APAR/ACR gradings of Last Five Years (Mandatory)** of the nominated candidates are required to be submitted (PDF format only) through E-mail at [police2-un@mha.gov.in](mailto:police2-un@mha.gov.in) before the last date i.e 17.02.2023

Yours faithfully



(K.Prakasham)

Under Secretary(Pers.Policy & Welfare)

-☎: 23092527

**Encl: As above**

**Copy to**

1. The Chief Secretaries of UTs and Commissioner of Police, Delhi :- Kindly be noted that the nominations are to be submitted through UT Division, MHA only
2. The Commissioner of Police Mumbai, Kolkata, Chennai and Bangalore:- kindly be noted that the nomination are to be forwarded through respective State Government only
3. JS(UNP), MEA, JNB (A-wing), New Delhi-110011
4. SO (IT), MHA :With the request to upload the above communication on MHA website **(Police Division-II(UN Courses/Workshops) and also under "what's new.**

## Annexure-I

### Other requisite requirements

- A. United Nations Personal History Profile (PHP) form (P.11) duly completed and signed by the nominated candidate.
  - B. United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local / nominated authority. The EAC submitted without the signature of Designated Authority of concerned Force results in rejection of nomination. Hence, the forwarding authority should ensure that the EAC is duly signed by the applicant as well the Designated Authority of Force. All requisite details i.e position for which applying, job opening number, date of commission, degrees and academic distinctions and all other requisite details should be filled properly. If candidate wishes to apply for several posts, **the separate EAC and PHP forms should be submitted for each post.**
  - C. Personal details as per **Annexure-II along with APAR/ACR gradings of Last Five Years(Mandatory)**
  - D. Human Rights certificate must be included (proforma enclosed).
  - E. *No format other than the specimen enclosed (duly typed) will be entertained/accepted. Formats other than the prescribed one invites lot of observations from UNHQ(UNDPKO) while finalizing the nominations.. Hand written PHP will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.*
  - F. The nominations without Vigilance clearance and Cadre Clearance (for all Officers) from respective Ministries/Departments/State or UT/Organizations' shall be summarily rejected.
  - G. Applications through proper channel only i.e. through Home Department (State) and approval of Head of Organization will be entertained. Applications received after the deadline specified will not be considered.
  - H. Concerned authorities may please ensure and advice their officers not to make any direct queries with this ministry or UNHQ regarding selection. This ministry will not entertain personal queries from individual applicants.
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**BIO- DATA Proforma**

**ANNEXURE-II**

1. Name of Post Applied
2. Job Opening Number
3. Name of the Officer(as per official documents)
4. Designation/Rank, Organization, Pay scale/level
5. Present Place of Posting
6. In the case of officers on Deputation with other organization:-

Recent Passport  
Size Photograph

Name of Parent Organization  
Name of organization presently employed  
Date of Deputation  
Expected Date of repatriation to parent cadre/organization

7. NoC from Parent Cadre (if on deputation) mandatory :Yes/No/NA
8. Date of Birth
9. (a) Education qualification  
(b) Required qualification as per applied job/posts(Yes/NO)
10. Date of Joining Police Service
11. Date of Superannuation
12. Service/Cadre/Batch:-
13. Previous UN Experience
14. Other Foreign/international Experiences
- 15 Contact Details: Telephone No

Office  
Residence  
Mobile  
E-mail

16. APAR/ACR Gradings of Last 05 years (mandatory):-
17. Outstanding Achievements, if any
18. Last Five(years) work profile/experiences

I hereby certify that, i fulfill the eligibility requirement notified for the post applied for

Signature of applicant

(S)

(S)

HR CERTIFICATE

It is certified that \_\_\_\_\_ was neither convicted nor currently under investigation or being prosecuted for any criminal offence including violation of International Human Rights Law and International Humanitarian Law. It is also to certify that Government/Org. of \_\_\_\_\_ (concerned state/Org.) is aware that there is no allegation against him/her as such and he/she has not committed or even involved, by act or omission, the commission of any act that may amount of violations of International Human Rights Law and International Humanitarian Law.

To be signed by an officer  
Not below the rank of DIG/Director

\_\_\_\_\_

# United Nations Nations Unies

HEADQUARTERS | SIEGE | NEW YORK, NY 10017

**FAX**

**Date:** 23 January 2023

**Reference:** DPO-2023-00190

<b>TO:</b> Permanent Mission to the United Nations  <b>ATTN:</b> Police Adviser/ Focal Point	<b>FROM:</b> Faisal Shahkar <i>Faisal Shahkar</i> Police Adviser and Director of the Police Division, OROLSI/ DPO
<b>SUBJECT: Call for Nominations for the UNPOL 2023 Women Command Development Courses</b>	
Total number of transmitted pages including this page: 2	
<ol style="list-style-type: none"><li>1. The Police Division in the Office of Rule of Law and Security Institutions of the Department of Peace Operations is pleased to invite Member States to nominate up to two senior women police officers for the fifth (English) and sixth (French) United Nations Police (UNPOL) Women Command Development Courses (Cadre) by 1 March 2023. The courses are intended to be held in the first and third quarter of 2023.</li><li>2. Facilitating gender-balanced UNPOL succession planning at all levels and in all functions is critical to sustainably advance gender equality and women's empowerment amongst UNPOL, host-State counterparts, and communities. In support of the United Nations' goal of 50/50 gender parity, the Police Division maintains the UNPOL Command Cadre by identifying, mentoring, training, and preparing nominated senior-ranking women police officers who fulfil all of the requirements for leadership positions as Heads and Deputy Heads of Police Components as well as strategic middle management posts. During 2017 and 2018, four regional courses have been conducted in Ethiopia, Jordan, Malaysia, and Senegal.</li><li>3. Course participants who pass the assessments will be considered for membership in the UNPOL Women Command Cadre. The Cadre is a talent pipeline aimed at fast tracking the inclusion of senior women police officers in the Senior UNPOL Leadership Roster, job vacancies of senior-level seconded positions, and contracted professional posts. When nominated, the members of the Cadre will still need to undergo corresponding selection and recruitment processes to become part of above-referenced roster, positions or posts.</li><li>4. Member States are encouraged to regularly nominate candidates for available positions they qualify for in United Nations Peace Operations during UNPOL recruitment campaigns. To replenish, sustain and further expand and enrich the current UNPOL Command Cadre, Member States are especially encouraged to consider nominating former recipients and nominees of the United Nations Woman Police Officer of the Year Award, which the United Nations has been hosting since 2011.</li><li>5. The fifth UNPOL Command Cadre course will be hosted by the Government of the United Kingdom of Great Britain and Northern Ireland at Canterbury Christ Church University from 29 March to 5 April 2023, in English language. The sixth (French) course will be held in the second half of 2023 with the date and venue to be communicated in due course. Both courses will be conducted within the framework of the Revised UNPOL Gender Toolkit, which aims to standardize training on gender in United Nations policing.</li><li>6. The nominated senior women police officers need to meet the following criteria:</li></ol>	

- Commitment of the nominee to deploy, if selected for an available opportunity.
- Minimum of seven (7) years of police experience.
- Previous command experience.
- Minimum of a Bachelor's degree.
- Easily read, speak, understand and write in English or French.
- Graduation from a certified police academy or similar law enforcement training institution.

7. Please submit the completed documents for each nominated candidate via email, as follows:

- Nomination Form.
- History Profile/ P.11 Form.
- Personal Employment and Academic Accreditation Form.
- Copy of passport (first page).

8. All nominations must be received no later than 1 March 2023. The nominated candidates will undergo a selection process and be informed of the results by 7 March 2023.

9. The United Nations will cover costs associated with the travel, accommodation, and meals for the participants of the course. Please note that air travel is restricted to economy class only and must be both approved and purchased by the United Nations.

10. To facilitate and support the nomination of candidates, Member States are encouraged to identify a Police Gender Focal Point in their respective national police institution and share respective contact details with the Police Division.

11. For further information please contact the following people:

- Ms. Prossy Namale ([prossy.namale@un.org](mailto:prossy.namale@un.org))
- Ms. Catherine Rompató-Arifagic ([rompato@un.org](mailto:rompato@un.org))


Best regards.

**Drafted by:**

Ms. Prossy Namale  
Gender Affairs Officer  
Strategic Policy and Development Section  
DPO/ OROLSI/PD  
United Nations Headquarters  
New York

**Authorized By:**

Mr. Jaswant Lal  
Policy Coordination Officer/OiC  
Strategic Policy and Development Section  
DPO/OROLSI/PD  
United Nations Headquarters  
New York

<p align="center"><b>INSTRUCTIONS</b></p> <p>Please answer each question clearly and completely. TYPE OR PRINT LEGIBLY. Read carefully and follow all directions.</p>	 <p><b>UNITED NATIONS</b></p> <p><b>PERSONAL HISTORY</b></p>	<p>Do not Write in This Space</p>											
1. Family name	First name	Middle name	Maiden name, if any										
2. Date of (day/month/yr) Birth	3. Place of birth	4. Nationality(ies) at birth	5. Present Nationality(ies)	6. Sex									
7. Height	8. Weight	9. Marital Status: Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Widow(er) <input type="checkbox"/> Divorced <input type="checkbox"/>											
10. Entry into United Nations service might require assignment to any area of the world in which the United Nations might have responsibilities. (a) Are there any limitations on your ability to perform in your prospective field of work? YES <input type="checkbox"/> NO <input type="checkbox"/> (b) Are there any limitations on your ability to engage in all travel? YES <input type="checkbox"/> NO <input type="checkbox"/>													
11. Permanent address  Telephone No. ( )		12. Present address  Telephone/Fax No. ( )		13. Office Telephone No. ( ) 14. Office Fax No. ( ) <b>E-mail:</b>									
15. Do you have any dependent children? YES <input type="checkbox"/> NO <input type="checkbox"/> If the answer is "yes", give the following information:													
Name of Children	Date of Birth (day/mo/year)	Place of Birth	Nationality	Gender									
15. (a) Name of Spouse													
16. Have you taken up legal permanent residence status in any country other than that of your nationality? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", which country?													
17. Have you taken any legal steps towards changing your present nationality? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", explain fully:													
18. Are any of your relatives employed by a public international organization? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", give the following information:													
NAME	Relationship	Name of International Organization											
19. What is your preferred field of work?													
20. Would you accept employment for less than six months? YES <input type="checkbox"/> NO <input type="checkbox"/>		21. Have you previously submitted an application for employment and/or undergone any tests with U.N.? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?											
22. KNOWLEDGE OF LANGUAGES. What is your mother tongue?													
OTHER LANGUAGES	READ		WRITE		SPEAK		UNDERSTAND						
	Easily	Not Easily	Easily	Not Easily	Fluently	Not Fluently	Easily	Not Easily					
	□	□	□	□	□	□	□	□					
	□	□	□	□	□	□	□	□					
	□	□	□	□	□	□	□	□					
	□	□	□	□	□	□	□	□					
23. For clerical grades only <i>Indicate speed in words per minute</i>					List any office machines or equipment and computer programmes you use.								
	English	French	Other languages										
Typing													
Shorthand													



24. EDUCATION, Give full details – N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees.

A. University or equivalent

NAME, PLACE AND COUNTRY Please give complete address.	ATTENDED FROM/TO		DEGREES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY
	Month/Year	Month/Year		

B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship)

NAME, PLACE AND COUNTRY Please give complete address.	TYPE	YEARS ATTENDED		CERTIFICATES OR DIPLOMAS OBTAINED
		FROM	TO	

25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS

26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (DO NOT ATTACH)

27. EMPLOYMENT RECORD: Starting with your present post, list in REVERSE ORDER every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.

A. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:			TYPE OF BUSINESS	
ADDRESS OF EMPLOYER:			NAME OF SUPERVISOR	
			NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES:				

B. PREVIOUS POSTS (IN REVERSE ORDER)

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
DESCRIPTION OF YOUR DUTIES				

28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES <input type="checkbox"/> NO <input type="checkbox"/>		
29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", WHEN?		
30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications. <i>Do not repeat names of supervisors listed under Item 27.</i>		
FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION
31. STATE ANY OTHER RELEVANT FACTS. INCLUDE INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY.		
32. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES <input type="checkbox"/> NO <input type="checkbox"/> If "yes", give full particulars of each case in an attached statement.		
33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES <input type="checkbox"/> NO <input type="checkbox"/>		
34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.		
DATE _____ SIGNATURE: _____ (day, month, year)		
N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.		



# Nomination Form



Please PRINT all necessary information. An electronic copy of the form can be obtained by contacting the persons listed on the last page.

Nomination for: **Fifth and sixth UNPOL Women Command Development Courses**

Family name/Surname (as it appears in passport)		
First name (as it appears in passport)		
Address		
Phone number, starting with country code		
Fax number, starting with country code		
Cellular phone number, starting with country code		
E-mail		
City and country of birth		
Date of birth (day/month/year)	Male <input type="checkbox"/>	Female <input type="checkbox"/>
Emergency contact		
Citizenship (passport-issuing country)		
Place of issuance of passport		
Passport number	Valid until:	
Place of departure to course venue (international airport)		
Place to return from course venue (international airport)		
Request for funding support	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Police Rank	
Job Title	
<p>Brief professional history: Describe main duties and responsibilities (maximum of 300 words).</p> <p><b>Please attach your:</b></p> <p><b>1. Personal History Profile (PHP) / P11</b></p> <p><b>2. Employment and Academic Certification</b></p> <p><b>Please confirm your commitment to be deployed to a United Nations peace operation (minimum one year) if selected.</b></p>	<p><b>Academic qualification (degree, awarding institution, year):</b></p> <p><b>Date of entry in police (day/month/year):</b></p> <p><b>Job experience (post, area, duties, duration):</b></p> <p><b>Miscellaneous (awards/honours, fluency in English or French):</b></p> <p><input type="checkbox"/> YES, I confirm commitment to deploy to a United Nations peace operation if selected.</p>

**Applications are to be authorised by the applicant's authorities:**

- Certifying that the nominated senior women police officers need to fulfil the following criteria:
  - ✓ Commitment of the nominee to deploy, if selected for an available opportunity.
  - ✓ Minimum of seven (7) years of police experience.
  - ✓ Previous command experience.
  - ✓ Minimum of a Bachelor's degree.
  - ✓ Easily read, speak, understand and write in English or French.
  - ✓ Graduation from a certified police academy or similar law enforcement training institution.

Name:		
Please confirm that the commitment that the country is committed to nominating the candidate for a command position in a United Nations peace operation.	<input type="checkbox"/> Yes, I confirm the commitment that the country is committed to nominating the candidate for a command position in a United Nations peace operation.	
Signature:		
Clarification of signature, incl. rank/title		
Address:		
Phone number:		Fax number:
E-mail:		
Date:		

**Checklist for the nomination package:**

- Nomination form
- Personal History Profile (PHP)
- Employment and Academic Accreditation
- Copy of passport

Please note that incomplete documents will not be accepted.

**Please send this nomination form by e-mail by 01 March 2023 to:**

**Ms. Prossy Namale, Gender Affairs Officer**

Police Division in the Department of Peace Operations' Office of Rule of Law and Security Institutions

Email: [prossy.namale@un.org](mailto:prossy.namale@un.org)

**and:**

**Ms. Catherine Rompato Arifagic, Special Assistant to the Chief of Standing Police Capacity**

Police Division in the Department of Peace Operations' Office of Rule of Law and Security Institutions

E mail: [rompato@un.org](mailto:rompato@un.org)

# UNITED NATIONS

## Employment and Academic Certification

Attachment to Personal History Profile (P11)

**TO BE COMPLETED BY CANDIDATE:**

**Personal Data:**

Family Name:	Given name:	Middle names:	Gender: M/F
e-mail address:			

**Position for which you are applying:**

**(Note: if you are applying for more than one position, please submit separate P11 and P11 attachment for each Job Opening)**

**Job Opening Number:**

**Military Service History/Police Service History**

Date of Commission (for military officers) or date of enlistment/entry to service (for police officers):

Current rank	Date Last Promoted	Date eligible <sup>4</sup> for promotion to next rank	Projected Retirement date from current rank
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Branch/Corp/Mustering

Sub Specialisation/additional qualifications

**Degrees and Academic Distinctions Obtained:**

	NAME of INSTITUTION, PLACE AND COUNTRY. Please give complete address.	ATTENDED:		DEGREES and ACADEMIC DISTINCTIONS OBTAINED
		FROM: Month/Year	TO: Month/Year	
Graduation from the Staff/War College or Police Academy (and/or similar law enforcement institution)				
University Degree/s				



**Experience in peacekeeping operations:**

**Specify UN or other International Experience, starting with your most recent experience and list in reverse order**

Dates mm/yy-mm/yy	Mission/ Operation/Location	Position/title (Milob, HQ Staff, Contgt, Adviser)	Description of duties

**Command Experience, starting with your most recent experience and list in reverse order**

Dates mm/yy-mm/yy	Unit/Position/Org	Significant Unit Activities

**Significant Planning Experience, starting with your most recent experience and list in reverse order**

Dates mm/yy-mm/yy	Position/Org	Operation/Activity

**(Other) International Exposure other than peace keeping operations, starting with your most recent experience and list in reverse order**

Date: mm/yy-mm/yy	Position/Org	Function/Activity

**Military and/or Police Training Courses/Seminars: (last two years)**

Name of Course	Date: mm/yy –mm/yy	Institution

Additional Comments:

**I certify that the statements made by me in answer to the foregoing questions are complete and correct. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member for the United Nations liable ineligible for further consideration.**

*I declare that I have never committed, been convicted of and am not currently under investigation or being prosecuted for any criminal, human rights, civil action or disciplinary offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose). I declare that I have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.*

*I am not able to attest to the proceeding paragraphs for the following reasons: .....*  
 .....  
 .....

Date ..... Signature .....

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

**TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:**

On behalf of ..... I certify that the information provided by .....  
is complete and correct.

*I further certify that the nominated candidate has never been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law, civil action or disciplinary offence.*

*The Government of \_\_\_\_\_ is not aware of any allegations against the nominated candidate that she/he has committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.*

*In the case of the nominee who has been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but was not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned.*

Date..... Official Stamp .....