



**MEMORANDUM OF COOPERATION BETWEEN HEADQUARTERS, SUPREME ALLIED  
COMMANDER TRANSFORMATION AND THE BUREAU FOR INTERNATIONAL  
LANGUAGE CO-ORDINATION**

DATE: 24 July 2019

REFERENCES: A. ROD NATO NTG Synchronization Conference Tallinn 2011-02-11  
B. British MOD Memorandum DS 15/160/7 dated 26 July 1966 (BILC  
CONSTITUTION)  
C. STANAG 6001 "Language Proficiency Levels"  
D. BILC Terms of Reference 2014

1. The Bureau for International Language Coordination (BILC) is an independent consortium of subject matter experts established in 1966 (refs B, D). BILC is supported by contributions from the participating nations, and functions as a clearinghouse for the co-ordination of multi-national individual language education and training activities with the aim of enhancing interoperability and making the use of language education and training resources more efficient. BILC structure comprises a Secretariat, consisting of a Chair, Secretaries, a Senior Advisor and Associate Secretaries. Participating nations are represented at BILC through a Steering Committee that decides on Study Group recommendations, formation of Working Groups, and votes on various issues. BILC Chair presides over the Steering Committee and represents BILC.

2. As a consultative and advisory body to NATO, BILC was appended to the Joint Services Sub-Group within NATO Training Group (NTG) from 1978 to 2011. With the reorganisation of NTG, relations with BILC have been placed under the auspices of the Supreme Allied Commander Transformation (HQ SACT).

3. In support of NATO and individual national initiatives, BILC will continue to identify and foster individual bilateral or multilateral projects with the following objectives:

- a. To act as custodian of STANAG 6001 "Language Proficiency Level" descriptors.
- b. To encourage greater co-operation and mutual understanding among member nations, NATO Military authorities and NATO Agencies, and to improve the quality of individual language education and training for the aforementioned entities, by proactively exchanging information on language education and training matters, and

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by identifying learning opportunities in support of NATO and the individual national needs.

c. To enhance interoperability of individual language education and training through standardization and promotion of a common understanding of STANAG 6001 language descriptors, assessment protocols, essential policy, and management processes.

d. To encourage individual nations or groups of nations to assume the responsibility for specific projects on behalf of all or some nations.

e. To organize an annual Conference, an annual Professional Seminar, as well as an annual STANAG 6001 Testing Workshop to promote best practices, and enable exchanges of knowledge and experience.

f. To conduct Language and Advanced Language Testing Seminars, Language Standards and Assessment Seminar, English Language Teaching Faculty Development Workshop, and other seminars and workshops in order to standardize interpretation of the language descriptors, and foster test development and teaching methodology practices.

g. To conduct assistance visits to requesting nations with the purpose of standardizing or establishing procedures for the development and implementation of language policy, language programs, and assessment protocols.

4. Additionally, in support of HQ SACT, BILC will serve as an advisory body to the HQ SACT Joint Force Development, Human Capital Enhancement & Individual Training Branch (HCEIT Branch). Thus, it will support HQ SACT in discharging its responsibilities linked to individual education and training, particularly with a view of enhancing professionalism, and interoperability among Alliance forces and NATO partners through improved co-ordination, and enhanced efficiency of individual language education and training, and the use of available resources. Within this framework, special emphasis will be placed on supporting operations.

5. Through DCOS JFD (HCEIT Branch), HQ SACT will support the BILC by:

a. Communicating to BILC Secretariat requirements related to language training matters that arise within various NATO bodies, and that BILC could address by offering its expertise;

b. Providing BILC with relevant NATO updates related to education and individual training matters;

c. Promoting BILC within NATO and NATO partners.

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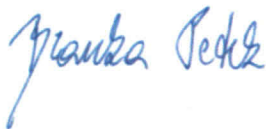
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6. To maintain visibility and stay abreast of NATO activities, BILC will be invited to attend relevant meetings, such as the annual Steering Group and Executive Working Group of the NATO Training Group conferences. NATO entities (such as ACT, ACO, and IMS), will also continue to be represented as observers at the BILC Steering Committee.
7. The BILC Steering Committee, at the request of HQ SACT, will provide information on its short and long-term priorities from which activities and work are initiated within BILC.
8. By the end of January each year, through HCEIT Branch, BILC will report to DCOS JFD on its activities by providing a summary report. The report will include the status of BILC activities, and recommendations for action. BILC Chair will also submit the report to all BILC national representatives.
9. BILC and HQ SACT will remain independent organizations. Therefore, this arrangement will not constitute subordination of BILC to HQ SACT. Furthermore, HQ SACT and BILC will not represent each other, unless either party has been specifically requested and authorized to do so.
10. This memorandum may be altered at any time by a joint decision of the signatories, and may be terminated either immediately, should both BILC and HQ SACT so agree, or by either signatory, provided that 6-month advance notice has been given to the other party.

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THE AFOREMENTIONED CONSTITUTES THE ARRANGEMENT AGREED TO BY THE PARTIES.

On behalf of the Bureau for International  
Language Co-ordination



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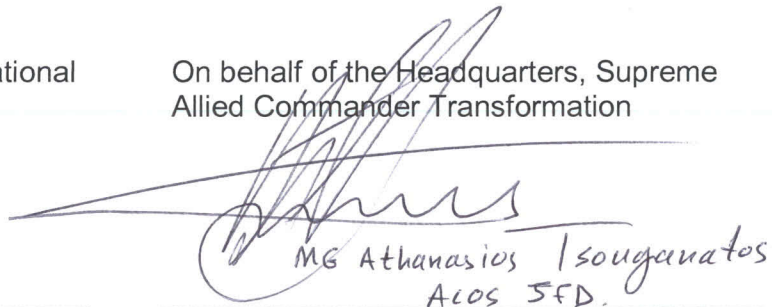
Branka Petek

Place, Date

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Poljce, Slovenia, 24 July 2019

On behalf of the Headquarters, Supreme  
Allied Commander Transformation



MG Athanasios Isouganatos  
Acos JFD.

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For DCOS JFD MG Stefano Salamida

Place, Date

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Norfolk, 22 July 2019