NORDIC MILITARY POLICE COURSE
(NORMILPOC)
2027-I

NORDEFCO
NORDIC DEFENCE COOPERATION

ANNEX A

24th of September 2026

Dear participant,

It is with great pleasure that I welcome you to the Nordic Military Police Course (NORMILPOC) 2027-I.

The Danish Military Police has been commissioned to plan and conduct the course from the 5th of April – 23rd of April 2027, and we are very much looking forward to seeing you here at the Army Barracks in Aalborg, Denmark

I sincerely hope that you will find the course interesting and as an advantage in your future career. I hope you will have a pleasant stay, and that during this stay, you will have the opportunity to make new friends in our international Military Police family.

LASSE POST TELLEFSEN
Course Director

ADMINISTRATIVE INFORMATION

1. GENERAL:

For proper planning of your participation in the course some pre-course administrative information is given below. Further information will be given upon arrival and during the course as required. If you, however, need further information in advance, you may call

Administration Office:
Mobile Phone: +45 2176 9165 or +45 5182 6279
E-mail: TRR-KTP-MPCOURSES@MIL.DK

2. LOCATION:

The course will take place at Aalborg Barracks (Noerre Uttrup Barracks), located North of and just outside the built-up area of Noerresundby approximately 5 km North of Aalborg. The main traffic terminals serving Aalborg are Aalborg Airport and Aalborg Railway Station.

3. REPORTING/TRANSPORT:

All students will report at Aalborg Barracks not later than **1200 hrs on Monday the 5th of April 2027**. Upon arrival at Aalborg Barracks the students will report to the NORMILPOC Admin Office, building no. 8.

- Hand in of reporting list (if not sent prior to arrival).
- Payment for feeding and accommodation (if not handled prior to course).
- Students, who arrive before Monday 5th of April 2027 will have no access to food at the barracks Sunday.
- Breakfast will be available Monday.

Transportation to and from the course is a national responsibility. If notified in advance, NORMILPOC will provide transportation from the local Airport or Railway station to Aalborg Barracks. The same applies for return travel on 23rd of April 2027 after the closing ceremony. Departure time should not be earlier than 1200.

For off-duty travel, local commercial bus and taxi services are available.

Parking of civilian vehicles inside the barracks must take place in the parking area next to accommodation in building 51, 52, 53 or 54.

4. SECURITY:

All students and instructors must bring **national ID card, military ID card** or similar identification, such as driver's license or passport.

A temporary access card will be issued upon arrival. The access card is to be worn within the barracks.

5. CLOTHING AND EQUIPMENT:

Daily national uniform for indoor and outdoor activities will be worn during duty hours. National combat uniform with boots will be worn during Riot Control Training and Exercise TFOR. No additional equipment is required (no helmet or personal protection equipment required).

National service dress (best uniform) will be worn for formal arrangements.

Civilian clothes may be worn for off duty purposes and for some of the social arrangements.

Boots and raincoat or similar are recommended due to the Danish weather conditions.

For physical training, outdoor sports-wear is compulsory.
Swim-wear is recommended, if you want to go to the public swimming Pool.

National driver's license will be needed for Exercise TFOR.

Laundry facilities can be found within the Barracks.

6. ACCOMMODATION AND DINING:

All students will be accommodated within Aalborg Barracks. Students will be quartered in single rooms. Please be aware that tap water is drinkable.
The charge for accommodation, feeding, national events, welfare etc. is **€ 150 - per day, all in all 2850 EUR,** which will be collected upon arrival when reporting to the NORMILPOC Admin Office. If you pay in cash please be aware that **500 € notes cannot be used for payment** as they are not accepted by Danish banks. You will also be able to pay by card.
If you want to pay in advance by using money transfer, please use below information:

EBAN: DK8130003100180707, Forsvaret og Forsvarsministeriets Styrelser
DANSKE BANK, ALGADE 53, POSTBOX 1264, DK-9000 AALBORG
BIC/SWIFT: DA BA DK KK

REF: 42307 "STUDENT NAME"

During the off duty weekend (16th – 18th of April 20267 you will be accommodated in a hotel downtown Aalborg. The hotel accommodation is included in the course fee and there will be no extra charge. Please inform the ADMIN staff as you arrive to the course if you want to arrange otherwise in the off duty weekend.
A receipt for the payment of accommodation and feeding is issued to students. Payment for the Nordic students will be done in accordance with the NORDEFCO arrangement.

7. MEDICAL SERVICE:

Students have to have a Travellers Medical Service insurance hence it is not possible to get any medical service at the barracks. The Admin Office will help to find the needed medical assistance and will take care of transportation.

8. INTERNET:

Internet will be available and you will be issued a laptop during the course. USB pens, hard disks and other computer devices must be scanned for virus at the ADMIN office before being used at the issued laptops.
At the accommodation students can use their personal laptop, WiFi is available. The use of Internet is free of charge.

9. MAIL:

Mail for the students should be addressed as follows:

"**Rank and Name"**
NORMILPOC/Military Police
Aalborg Barracks
Gl. Hoevej 34
DK 9400 NOERRESUNDBY
Denmark

The Admin Office will distribute all incoming mail.

E-mail address: TRR-KTP-MPCOURSES@MIL.DK

Letters may be handed to the Admin Office for postage.

10. TELEPHONE:

The telephone number to Aalborg Barracks switchboard is + **45 7283 6000**

Extensions of particular interest are:
+45 2176 9165 or +45 5182 6279**:** NORMILPOC Admin Office

11. WELFARE SERVICES:

NORMILPOC Admin Office will be open daily during working hours. Suggestions for activities at your own expense in the off duty weekend can be provided here. You may also call or send an e-mail to us before arrival.

Bank-service:
The Admin Office will provide transport to the bank if needed. There is no ATM at the Barracks. **The only currency accepted at the Barracks is Danish Kroner, but you can pay with EURO in most shops and supermarkets.** We recommend all students to withdraw Danish kroner on arrival at the central station or ATM in the airport. You can also use credit cards (Mastercard, Visa, etc.) in the dining facility, at the MP Lounge and in all civilian shops, bars and restaurants.

12. SPORTS FACILITIES:

Sporting facilities are available at the barracks during the course. The Gym is open 24 hours at the barracks and there will be tickets for the public swimming pool and routes for running available at the ADMIN office.

13. MISCELLANEOUS:

Shopping hours in town generally is:

- Monday - Thursday : 1000 - 1800 hrs
- Friday : 1000 - 2000 hrs
- Saturday : 1000 - 1600 hrs.

Supermarkets are normally open 0800 - 2200 hrs (Monday - Sunday)

14. COURSE MATERIAL:

The Admin Office will provide notebooks, pencils, binders and other stationeries.

15. COURSE FEE:

Besides the payment for feeding and accommodation no additional course fee is presently charged.

16. Request for Visit to Denmark:

It is a national responsibility to fill out a request for visit to Denmark and forward it to FKO-KTP-DIPLO-LAND@mil.dk, no later than 10 work days before arriving.