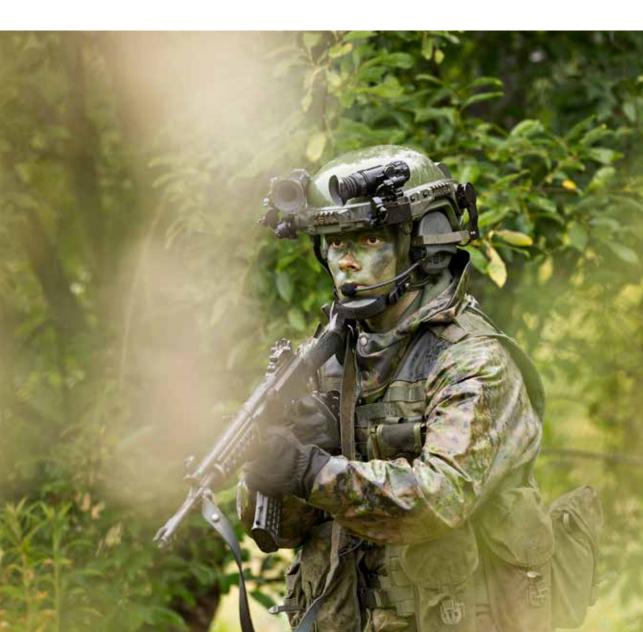


**Finnish Defence Forces** 

# Conscript 2017

A guide for you who are preparing to carry out your military service



# Conscript 2017

A guide for you who are preparing to carry out your military service



The Conscript booklet is a good source of information. Familiarise yourself thoroughly with this booklet before the call-up. Also familiarise yourself with the internet site of the Defence Forces at facebook.com/aluetoimisto facebook.com/puolustus youtube.com/puolustusvoimat

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# Entering service with an open mind



# Officer Candidate Juhani Pietarila Karelia Brigade - Kymi Jaeger Battalion -Forward observation reconnaissance

Juhani Pietarila's road to becoming an officer candidate has been eventful, but interesting. Pietarila, who is from Tuusula, initially dreamed of pilot training in the Defence Forces. However, after being eliminated in the final stages of the multiphase application process, he had to look for another form of service to his liking. - After giving up on a pilot's career, I hoped to join the artillery, because in the beginning it didn't seem to be too demanding a service location, Pietarila says. In January 2016, it was Pietarila's turn to enter the Karelia Artillery Regiment. Although his motivation for military service had decreased temporarily after being eliminated from pilot training, it rose again already during the basic training phase. Soon, even leadership training started to feel like a self-evident alternative. - Straight away at the beginning of military service, it is best to make sure you are seen, so that you are able to affect the direction of your military service according to your own preferences, Pietarila advises others interested in leadership training.

Pietarila started forward observation NCO training with the best points. The new service location and new people brought variation to everyday life as a conscript, and forced him to adapt to his new environment. Advanced training in the forward observation reconnaissance programme at the Reserve Officer School took his motivation to a whole new level. The 14 weeks spent at ROS with like-minded comrades felt like one of the best parts of military service.

- Everyone was always doing their absolute best. During the training, you also learned a lot about guiding and preparing a section, for example - someone really has to take responsibility and lead the section, Pietarila says.

As a leader, he says he wants to set as good an example as possible by doing a lot together with his section and guiding it in getting things done. He strives to, and feels that he has been able to maintain a good atmosphere in his troop.

- A good conscript leader keeps his patience even in difficult situations. Ten percent is giving orders, the rest is monitoring. Sometimes it's good to have a bit of fun too, he laughs.



Officer Candidate Juhani Pietarila

Corporal (Med.) Eliisa Ruuth

# Corporal (Med.) Eliisa Ruuth Karelia Brigade - Karelia Logistics Battalion's 2nd Logistics Company

- Determination is more important than anything else, says Corporal (Med.) **Eliisa Ruuth**, when talking about voluntary military service for women.

Ruuth, who comes from Mäntyharju, has many family members who have served and serve in the Defence Forces. They are the reason she became interested in voluntary military service for women already at an early age. After she finished secondary school it was time to realise a childhood dream and send in her application. Her service location was the Karelia Brigade, and although she had no previous medical training, she was able to get the task she had hoped for and work as a medic.

- Before service, I was most nervous about what the other girls would be like and what kind of people I would be with, Ruuth says. Four other female conscripts served in her unit.

Ruuth smiles as she remembers the beginning of her military service and especially the first morning. New routines had not yet been assumed and she had been warned that it would not be easy. However, her nervousness quickly disappeared as the other women also woke up and calmly started getting ready. In the barracks room there were also some female conscript leaders. Ruuth followed their example and in the end everything went well - she was ready for her first day in good time.

According to Ruuth, the daily life of a female conscript is not different to that of male conscripts. Even though some male conscripts were prejudiced against women doing military service in the beginning, their suspicion quickly disappeared as service progressed.

Later on, the same people were amazed at how diligent the women were, or how well they coped, and began to appreciate what they saw. When it comes to the crunch, gender doesn't matter. When you do things together, differences between women and men are forgotten. And if not before, when you go out into the forest everyone becomes a bit of a man, Ruth says.

In addition to other skills required in the Defence Forces, Ruuth, who has completed training at the NCO School, has also had the chance to develop her leadership skills. As a leader of new conscripts, Ruth thinks that she is quite nice.



Armoured Jaeger Abdi Mukhtar

I try to take everyone into consideration as individuals, and be present and always available. In my opinion a good conscript leader is demanding, but also knows how to relate to people as people. You can't do the impossible, she says when thinking about her experiences as section leader.

# Armoured Jaeger Abdi Mukhtar Karelia Brigade - Kymi Jaeger Battalion's 2nd Armoured Infantry Company

- I won't say that this is easy, but it's not at all impossible. Anyone can do it if they set their mind to it. Here, you get good tools for life, armoured jaeger **Abdi Mukhtar** says in encouragement to future conscripts.

Before he began his service, Mukhtar was worried about how he would manage as a conscript, and especially the physical aspect of military service.

- I assumed that service would be physically demanding, but it has actually been harder psychologically. Around thirty percent is physical and the rest is psychological, he calculates. - Of course you have to be strong enough to march with all your gear on, but it will be even harder if you are constantly thinking about your civilian life, or that you would rather be on the beach, for example.

Before service you can increase your physical fitness by training in the gym or by taking some other form of exercise, but it is harder to prepare psychologically. According to Mukhtar, the most important thing is to be without prejudice and believe in yourself.

- People of any size can manage during service, and increasing the amount of exercise can even be a good thing for those who don't get a lot of it in civilian life. Your courage and fitness will really improve a lot here. Stamina in these areas will surely be needed also in many future situations in life, such as in a stressful job, he says.

In Mukhtar's own opinion, he has assumed many new routines during military service and become more independent already in a short amount of time.

- The military will leave a good impression. Abdi Mukhtar sums up what he will take with him from his military service: you probably leave here with a lot more edge, more knowledgeable and taking better care of yourself.

# Future conscript

The security of Finland and the regional division of Finland's military national defence

#### You are the best person to defend our country

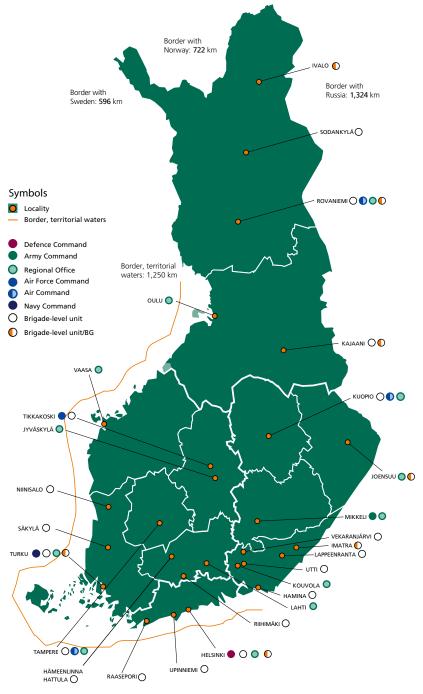
Finland needs your effort, because you are the best person to defend our country, our independence and our territorial integrity. Military national defence based on general conscription and your own input guarantee that your rights and the rights of everyone living in our country are not violated against, and that no-one can threaten our life here in Finland.

Finland does not belong to any military alliance, which is why it maintains and develops its national defence and a credible military capability. Finland strives to stay outside of international conflicts and look for peaceful solutions to such situations.

At the same time, however, it is necessary to show that Finland is able to defend itself. Independence and safe conditions for our citizens must be maintained – they are what Finland has fought for in previous wars. As a conscript, in other words, you are an important part of our national defence.

During your military service you will be given training which will enable you to effectively defend Finland and those close to you, including yourself. The Finnish Defence Forces train every conscript for a specific wartime duty.

By carrying out your military service to the best of your ability, you demonstrate your will to secure the future of our country. Those who are not able to help secure their country and its rights are also depending on you.



# Tasks of the Finnish Defence How Finnish defence works **Forces**

The Defence Forces must be at the disposal of the state authorities to ensure the independence of our country by arms in such cases where all other measures have been exhausted. The most important task of the Defence Forces is by its mere existence to prevent our country from becoming involved in war.

# The tasks of the Defence Forces are:

- 1) The military defence of Finland, which is to:
  - a. monitor the land and sea areas of Finland and its airspace, and to ensure the territorial integrity of Finland:
  - b. secure the livelihood and basic rights of the population and the freedom of action of the government, and to defend the legal social structure;
  - c. provide military education, to guide voluntary national defence and to promote the will to defend the country.
- 2) Giving support to other authorities, which is to:
  - a. work with other authorities to maintain law and order and security (called executive assistance), prevent and interrupt crimes of terrorism and to secure society in general;
  - b. take part in rescue activities by providing equipment, personnel and expert advice when needed;
  - c. take part in assisting another country when a terrorist attack, a natural or other disaster or other similar incident has happened.

Finland's military defence is implemented according to the principle of regional defence. Territorial defence means that the vital functions of society are secured and targets and functions that are important from the point of view of military activity are protected in cooperation with other authorities. An invader's entry into areas that are important from the point of view of the functioning of the nation, along with the invader's possibility to influence the vital functions of society, is prevented. Areas that are important from the point of view of the country's own activities are held under all circumstances. Attacks are pushed back and if necessary the invader is defeated through a joint ground, sea and air operation.

Defence delays the enemy and uses up his manpower and materiel. The enemy is pushed back and defeated in a decisive place of our own choosing using ground defence. Air defence is used to prevent an attacker from gaining air superiority and to protect the vital functions of society and own troops. The task of maritime defence is to repel attacks by sea and secure the sea lines of communication of the nation.

All three services, along with the Border Guard, and civilian authorities take part in the realisation of ground, sea and air defence. Conscripts carrying out their service are an important part of this system.

- 3) Participating in international military crisis management.

# Every man is liable for military service

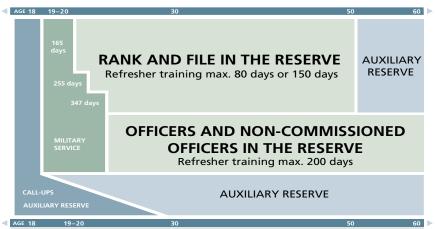
The civic duty defined in section 2 of the Conscription Act, starts at the beginning of the year in which a young man reaches his eighteenth birthday and continues until the end of the year in which he turns sixty. A man liable for military service is either in service, in the reserve or in the auxiliary reserve.

In general, military service is carried out at the age of 19-20. In special cases, men enter service between the ages of 18 and 29.

Military service lasts 165, 255 or 347 days. The training period for an officer, non-commissioned officer and conscripts being trained for especially demanding rank and file duties is 347 days. The service period for conscripts trained for demanding rank and file tasks that require special and professional skills is 255 days. Unarmed service lasts 255 or 347 days. The service period for other rank and file duties is 165 days. The task for which a conscript is trained and the related service period is determined based on selections made in the brigade-level units. This is why, when entering service, you should always be prepared to serve the maximum period of service, i.e. 347 days.

More specific information about the length of service is available at the call-ups and by directly contacting the brigade-level unit responsible for the training in question. Contact information can be found on page 66 of this booklet.

The aim of conscript training is to produce troops with good combat efficiency and skilled and capable personnel for placement in the wartime troops of the Defence Forces. In addition, training helps maintain basic readiness and the capability to raise readiness when necessary.



Period of liability for military service in Finland is 43 years

	Jan.–Feb	).	MarA	pr.	May-June	July-	Aug.	SepOc	t.	NovDec.			
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.NE	d ɓu	Spe	cialists' spec	ial cap	abilities training pe	eriod 35-40	0 weeks	(347 days)					
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				F	Reserve Officer C 14 weeks	Course							
					1/xxxx	veeks		Combati special trai period 9 week	ining I	Unit training period 7 weeks	165	days	255
	SONTINGENT II Axxxx			g period 8 v	riod 8 \		Specia		becial capabilities and unit training period 29–34 weeks (255 days)			days	
	S				D Specia		sts' special capabilities training period 35-40 weeks (347 day				1		
					CON	Basic training period 8 weeks		NCO course I 7 weeks	1	NCO-course II 9 weeks	Non-C Office	ve Officers' and Commissioned rs' leadership I 21-26 weeks	Force training period
									F	Reserve Officer Co 14 weeks	urse		7 weeks
Tra	aining p	has	es (165-	-347	7 days)								1

# Voluntary military service for women

The requirements for women's voluntary military service are: Finnish citizenship, 18-29 years of age, a good state of health and personal suitability for military training.

A woman who has received an order to enter military service may, in writing, give notice that she will not enter into service. Correspondingly, a woman who has begun her military service may give notice within 45 days of the date of entry into service, that she will not continue her service. Within 45 days, the commander of a brigade-level unit can revoke the order to enter service given to a woman due to an injury, illness, evident unsuitability or other similar reason. A woman who has been ordered into service is subject to regulations concerning all conscripts.

After their service, women enter the reserve and are called to refresher training according to the same principles as men and they are subject to the Conscription Act until the end of the year that they reach the age of 60.

# Applying to serve

The twelve regional offices of the Defence Forces process the applications, accept them and give the service orders to women who have applied to do voluntary military service. Acceptance into the special operations forces is handled by the brigade-level unit in question. Instructions for applying and application forms are available at the regional offices, other service points of the Defence Forces and the Defence Forces website.

Your application with attachments must arrive at the regional office that your home municipality belongs to by 1 March at the latest. You can apply to both contingents of the year following the year of application and the July contingent of the year of application. The number accepted in the July contingent of the year of application is limited. You can find the coming years' general dates of entry into service and mustering out on page 16.

If you are applying for military service in the special forces, you must refer to the separate instructions of each service. Contrary to what is said in the instructions for application, you must send your application to the special forces to your own regional office by the given date of application, and not straight to the special force you are applying to. Dates for application and entering into service are found under each force in this booklet. The application for voluntary service must always be attached to the application. Based on applications, the regional offices and special forces will notify those selected about the selection events, where information on voluntary military service is given, applicants are interviewed and their state of health is determined. After this, an order to enter service is sent to those who have been chosen for service. Those who have not been chosen will receive a notification telling them their application was not successful.

As grounds for selection the following is considered: individual characteristics and education and the fact that those selected should be as suitable as possible to be trained for the Defence Forces reserve. Women begin their service at the same time as the men.

Unless otherwise stated in your employment contract or agreed with your employer, the selection day is an unpaid day off. You must cover costs relating to the application procedure yourself.

The following documents must be included in the application:

- Application for voluntary service
- Questionnaire concerning service and for the evaluation of your state of health
- A doctor's certificate on the applicant's state of health (Defence Forces' form)

#### A word on special arrangements

Military service for women is realised in all services and branches. Military tasks are not distributed according to gender. Appointment to different duties is determined based on the demands of the task and on suitability. The content of women's training is the same as that of other conscripts. Entry requirements for the special forces or special branches are the same as for men, as is the possibility for leadership training and later a military career. Women's physical fitness is maintained according to the same principles as men's.

Women's military service is implemented with as few special arrangements as possible and using solutions that are economically favourable from the point of view of the Defence Forces. Women have their own barrack rooms in garrisons. In camps, during military exercises and on naval war-ships separate accommodation is not arranged.

Pregnancy is grounds for interruption of military service. A separate decision on how the service is to be continued is made later.



# Before military service



At the call-up: you are given information and guidance, your official identity is verified, your state of health is checked, you can express your wishes on your upcoming military service, important decisions on your military service are made, including whether you are fit for military service, when and where you begin your service, issues related to exemption and decisions on applications.

# First to the call-up

Call-ups are organised every year between August and December. They concern male Finnish citizens that reach the age of 18 during the year in question. In addition, such persons also take part in the call-ups, who have been ordered to be re-evaluated in that year's call-up, as well as people under thirty years of age who have not reported to previous call-ups and who have not been separately evaluated.

Everyone who is liable for military service will receive this booklet, questionnaires and call-up notice in the mail. The notice gives you information on the arrangement of call-ups in different municipalities. Even if you have not received this consignment due to, for example, a change of address, this does not give you the right to stay away from the call-up. The call-up notice can also be found on the website of the Defence Forces at puolustusvoimat.fi and on the official notice board of your municipality. Failing to arrive at the callup without a legal reason is punishable in accordance with the Conscription Act. If you move to a different municipality before the call-up, you should contact the Regional Office of your new area of residence in good time before the call-up. Unless otherwise stated in your employment contract or agreed with your employer, the call-up day is an unpaid day off from work.

Remember that notice of removal must be given to the Registry Office when you move permanently from one address to another or when the duration of a temporary move is longer than three months. Notice of removal must be given at latest one week after the move. You can give notice e.g. electronically on the Internet at muuttoilmoitus.fi. Additional information



Photo: JAAKKO ALA-HIIRO

on matters relating to giving notice of removal can be obtained from your nearest Local Register Office or on the Internet at *maistraatti.fi*.

# Physical examinations

According to law, physical examinations of men at call-up age are carried out at municipal health centres before the autumn call-up. This check-up does not exempt you from the actual call-up. A youth health certificate does not exempt you from the preliminary physical examination. If you have a doctor's certificate from a specialist, bring it with you to the preliminary physical examination and the call-up.

Travel expenses to health centres and call-ups are not refundable, nor are possible specialist's medical certificates.

# Questionnaire

The determination of your fitness for military service, service location and branch of training is affected by the answers you give on the preliminary questionnaire. Questionnaires should be filled in carefully and returned as instructed. The authorities handling the information you provide are bound to confidentiality.

The wishes you express in your answers regarding service location and period of service are taken into consideration where possible. Conscripts are not assigned directly to the special operations forces or to a special branch at the call-up but are chosen on the basis of applications and entrance examinations. They are assigned a reserve location at the call-up.

Further information on the special forces and branches on pages 53-65.

# The call-up

To the call-up, you should bring your driving licence, passport or some other official identification card as well as any medical and student certificates you might need.

Persons who are temporarily resident in a different locality can also go to the call-up there or to the closest possible call-up location. However, you must agree on this with your own regional office in good time before the planned call-up day.

Persons residing abroad are not required to appear in person at the call-up. They can manage their call-up affairs by proxy in Finland. Those residing abroad may send the required call-up documents also to the closest Finnish mission, which will send them to Finland.

#### At the call-up:

- you are given information and guidance
- your personal information is verified
- your state of health is checked
- conscripts' wishes are heard
- decisions regarding the conscript are made:
  - decision on fitness for military service
  - decision regarding the date and location of entry into service
  - matters relating to exemption from service.

# Reporting for service

When the age group is divided into contingents, we strive to take into consideration among other things also the wishes you have expressed. We recommend that those taking their matriculation examination in the spring following the call-up should apply to be included in the January contingent of the next year. If your studies/school does not pose a problem, we recommend that you be in the contingent entering service in January immediately following the call-up. The winter contingent also enables you to improve your grades in the autumn or to improve your financial situation by working.

The general dates of reporting for service take place twice a year in January and July. The Sports School has different dates of reporting for service.

### How your service location is determined

A general rule of principle is to place conscripts in brigade-level units located near their home. The aim is also to place conscripts in such military training and tasks that correspond with their education, profession, plans for the future, skills and hobbies. However, the location of the brigade-level units, training possibilities and number of conscripts often make it impossible for all conscripts to be situated in the brigade-level unit closest to their home.

Swedish-speaking conscripts are mainly trained in the Nyland Brigade in Raasepori. If they so wish, this brigade-level unit also takes conscripts who have Finnish as their mother tongue but also speak Swedish if there are enough places available.

Make sure you tell about your wishes concerning what service and branch of training you want to do you service in beforehand. In what kind of tasks could you make use of your civilian knowledge and skills? What training can the Defence Forces provide that would benefit you in your studies or professional life? Notice that similar tasks can be found among the different branches.

Make your wishes clearly known to the Call-up Board!

# Conscript register

The conscript register contains information necessary for the determination of conscripts' fitness for service, ordering into service, planning and arranging training and service. Acquiring and releasing of information is based on the Conscription Act. Information entered into the register is obtained from e.g. the Population Register Centre, health service providers, social and police authorities. The register can release information to e.g. the Police and the Social Insurance Institution. According to the Youth Act the Defence Forces are required to release individualisation and contact information to the youth's home municipality for youth work purposes concerning under 25-year-old young people who are in need of support, e.g. after having been exempted from military service due to lacking fitness for service or dropping out of military service. The need for releasing information is always evaluated on a case-by-case basis. You can obtain a copy of your own register at your regional office.



Try to think of which service and branch you would like to serve in before you start military service.

#### General dates of entry into service and mustering out

#### Army, Navy, Air Force and Border Guard

Entering Service	Mustering out 165 days	225 days	347 days
I/18 08JAN2018	21JUN2018	19SEP2018	20DEC2018
II/18 09JUL2018	20DEC2018	20MAR2019	20JUN2019
I/19 07JAN2019	20JUN2019	18SEP2019	19DEC2019
II/19 08JUL2019	19DEC2019	18MAR2020	18JUN2020
I/20 06JAN2020	18JUN2020	16SEP2020	17DEC2020
II/20 06JUL2020	17DEC2020	17MAR2021	17JUN2021

You must report for duty by 1600 hours on the day of entry into service. Starting dates of the Sports School can be found on page 63.

# Decisions made upon application

# Changing the location or date of entry into service

It is recommended that conscript service should be started as soon as possible after finishing school and before starting a family, long-term studies, moving abroad or starting up one's own business. Carrying out your military service when older is often experienced as burdensome because of e.g. economic or family-related worries.

The date of entry into service can be changed upon application if it is seen as particularly important

- because of graduating to a profession or because of studies,
- in order to be able to arrange your financial circumstances,
- other similar special personal reasons.

The service location can be changed if it is absolutely necessary for the conscript for some special personal reason.

Submit your application in writing to the regional office. The reason for applying must be explained and a certificate of proof of the necessity for changing the date must be included, for example a certificate of an educational establishment regarding the duration of studies. Having left in an application is not sufficient justification for failing to enter service.

Application forms and additional information are provided by regional offices, the Defence Forces' website and at call-up locations.

# When you have more than one nationality

Foreign citizens who have gained Finnish citizenship and who have carried out the compulsory peacetime military service of his/her former home country, or a portion of if (at least four (4) months) can upon application be exempted from military service in peacetime. Decisions regarding exemption are made by the regional offices.

In peacetime, upon application for special reasons, the regional office can exempt from peacetime military service a Finnish citizen who is also the citizen of another country, if this person's permanent home is not in Finland and he does not have any real ties to Finland.

Regarding the conscription of a Finnish citizen who also holds Norwegian, Swedish or Danish citizenship, that which is ordered in previously made agreements (Agreement 44/68) between the contracting countries in question is also in force. In addition, a corresponding agreement was made between the United States of America and Finland (Agreement 25/39) concerning conscription. A Finnish citizen, in relation to whom the aforementioned agreements apply, is not liable for military service, nor does he need to carry out service in relation to his liability for military service in Finland during a time when he is considered to be a citizen of a contracting country other than Finland.

Persons with multiple nationality living in contracting countries do not need to apply separately for exemption as the aforementioned agreements apply to them. Persons with multiple nationalities living in the aforementioned contracting countries are encouraged to clarify their own position at the Finnish Embassy, consulate or their own supervisory regional office in Finland.

A person liable for military service is not obligated to report for the call-up or military service if he is also a citizen of another country and his place of domicile has been elsewhere than in Finland for the last seven years. Such persons do not need to apply separately for exemption. An ex-empted multinational conscript can be ordered into service if he moves to Finland before the end of the year in which he turns 30.

Decisions on exemption as well as agreement interpretations are based on address and citizenship data of the population data system. Therefore it is a good idea to check with the population clerk or mission that your data is correct. In addition, multi-nationals coming from abroad to serve who are 21 years or older, should make sure that they are not about to lose, or have not lost their Finnish citizenship at the age of 22.

- Further information on addresses: migri.fi maistraatti.fi
  - vaestorekisterikeskus.fi
- Contact information of Finnish missions abroad at formin.fi





Getting through military service is not in any way overwhelming for a healthy young person, but it does require stamina and physical strength.

# Unarmed service

If your religious or ethical convictions prevent you from completing armed military service and you apply for unarmed service, you are relieved from armed service and ordered into unarmed service. The service time for unarmed service is at least 255 days, or 347 days, if required by the task trained for.

Information on applying for unarmed service is available on the Defence Forces website, at regional offices, and call-ups.

# Non-military (civil) service

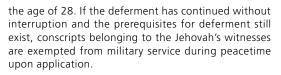
If as a conscript you have strong personal convictions that prevent you from doing the military service that is required by law, you are exempt from service and ordered to do non-military service instead. (Finns often call non-military service "civil service" in English. It is called "siviilipalvelus" in Finnish.) Non-military service includes a basic training period, community service, continuing training, additional service and service during mobilisation. Non-military service takes 347 days. The training period is 28 days and community service 319 days.

You can apply to do non-military service before, during or after the law requires you to perform military service. However, you cannot apply for non-military service before call-ups. For information on how to apply for non-military service go to siviilipalveluskeskus.fi, contact your regional office or ask personnel during the call-up.

# Jehovah's witnesses

Members of the Jehovah's Witnesses are upon application granted deferment for 3 years, if they present a less than 2 month-old certificate from their congregation to show that they are active members and declare that religious convictions absolutely forbid them from carrying out any military or non-military service.

When reapplying for deferment, a new certificate of membership in the congregation must be presented. Deferment can be granted at most until the end of the year that the person liable for military service reaches



# Other special cases

#### Those with right of residence on Åland

Persons who have the right of domicile (regional citizenship) on the Åland islands and persons who have moved to Åland under the age of 12 and who have regional citizenship can instead of carrying out military service, serve in a similar way at a pilot station or lighthouse service or within some other civilian administration. Until this type of service can be arranged, those with regional citizenship are exempted from carrying out military service.

# *Is your physical condition good enough to meet the challenges of military service?*

In the conscript training system the proportion of physical education is over 20 percent of the time used for training, and the proportion of physical training almost half. The aim of physical education is to promote a permanent interest in physical exercise so that conscripts continue to keep up their physical fitness also in the reserve. Good physical fitness helps to improve your own health, working capacity and quality of life.

# If you doubt your fitness

Start versatile fitness training without delay. Remember that you get in better shape if you exercise 3-4 times per week for at least 30 minutes each time. You will find that increasing your fitness does not require a great commitment in your weekly routines.

Military service includes a lot of walking. You can get used to walking in advance by increasing your daily amount of walking. If where you are going is not too far, walk instead of taking the car. Instead of using the elevator or lift, take the stairs. By changing your routines and the ways in which you move, you will get in better shape without even noticing it.

Stamina and muscle strength are the most important basic qualities needed in military training. Nor should you forget about the speed and agility needed for combat in urban areas, for example.

Stamina can easily be developed through walking, Nordic walking, running, swimming, bicycling, rowing, roller-skating or cross-country skiing. You should do stamina exercises 1-2 times per week. One exercise session should last at least 30-60 minutes and it should make you a bit short of breath and break out a sweat.

Muscular strength can be developed by e.g. working out at a gym, through fitness boxing and other combat sports. Muscular strength training focuses on working on the arm and mid-body muscles. You should do

# MarsMars.fi Fit for the military in three months!

stamina exercises 2-3 times per week. One exercise session should last at least 30-60 minutes. You can also do physical exercises at intervals during the day. Do for example 10 push-ups, 20 sit-ups and 20 squats both morning and evening to start with. You will notice that you will improve quickly.

In addition to these exercises, you should also do exercises that develop agility, speed and muscle coordination 1-2 times per week. The best suited for this purpose are ball sports and athletics.

Fitness training should be started progressively and carefully, taking into consideration one's own starting level. For those who have done less exercising, training should be easy and short (20-30 minutes) during the first weeks. The level of exertion is increased as fitness improves by increasing the pace of the exercises and by moving to a more demanding exercise environment, by lengthening the duration of the exercises and by increasing the number of exercise times.

# Testing of fitness

Before beginning fitness training you should make sure that you are in good health. If necessary you can see a doctor for a check-up. It would be a good idea to take a physical fitness test to check if your level of fitness is up to expectations. Register to use the MarsMars.fi service. There, you can do a virtual fitness test, based on which you will receive your own personal exercise programme. The service also contains a large selection of training videos that give you tips for safe and varied fitness training.

You can also test your fitness level by doing the socalled Cooper test. Walk, jog or run for 12 minutes at as good a pace as possible. The test will tell you quite reliably the state of your respiratory and circulatory system as well as your physical fitness. If you are able to go over 2,900 metres in 12 minutes, you are in excellent physical shape. If you make it less than 2,200 metres you should start all-round exercising regularly as soon as possible.

# **Recovery and nutrition**

In order for your fitness to rise optimally, you must also allow your system to recover. Remember that it is only during recovery that your system develops and your level of fitness rises.

#### The following factors contribute to recovery:

- fitness exercises should always be preceded and followed by a warm-up and cool-down (10-15 minutes).
- regular muscle care/maintenance is a natural part of fitness training: stretching, gymnastic exercises and

different kinds of massage (15-30 minutes/time)

- maintenance of fluid balance during and after training
- daily nutrition that is varied and contains the right ingredients are also a vital condition for recovery
- exercise that is easy and aims for recovery after hard training and training periods, e.g. walking, Nordic walking, swimming, bicycling at an easy pace speed up recovery better than staying still
- regular and sufficient rest/sleep, 7-8 hours per day
- a regular, versatile and a stimulating life style.

A healthy diet includes enough essential nutrients (vitamins and minerals) and energy to meet the body's needs. Replace hard saturated fats with soft and unsaturated fats. Avoid refined carbohydrates that are rapidly absorbed. Don't overuse salt and alcohol. **Pay attention to at least the following things in your diet:** 

- Vegetables, berries and fruit lighten your diet and promote a healthy heart. Eat half a kilo of these every day.
- Wholegrain products, beans, lentils, vegetables, nuts and seeds guarantee a sufficient amount of fibre (slow carbohydrates).
- Decreasing your salt-intake helps to prevent and control elevated blood pressure.
- Suitably sized portions and regular meals will keep your mind alert.

# **Tobacco products**

According to research, around 30 % of conscripts smoke cigarettes daily and the use of Scandinavian snuff has increased to 12 %. Smoking and using snuff products causes both health-related and cosmetic damages as well as weakens users' physical performance. Smokers who smoke one pack a day spend on average €1,600 per year on cigarettes.

An immediate benefit from giving up smoking is better health; smokers typically suffer from recurring respiratory infections. Also the risk of getting cardio-vascular diseases and cancers decreases. Scandinavian snuff has a high nicotine level (c. 20 times more than cigarettes) and prolonged use causes a strong addiction. Snuff is especially damaging for the mouth's mucous membranes and the teeth and it exposes users to cancer and cardiac and circulatory illnesses. Especially athletes often use snuff instead of cigarettes because it is wrongly thought to be less dangerous.

#### Welcome to Finland's biggest fitness centre!

Further information and a fitness programme for those entering military service at puolustusvoimat. fi -> Liikunta

# Defence Forces' 12-minute fitness classification

#### Women's classification in parentheses

 Less than 1,950 m
 Weak

 1,950–2,500 m
 Poor

 2,500–2,700 m
 Satisfactory

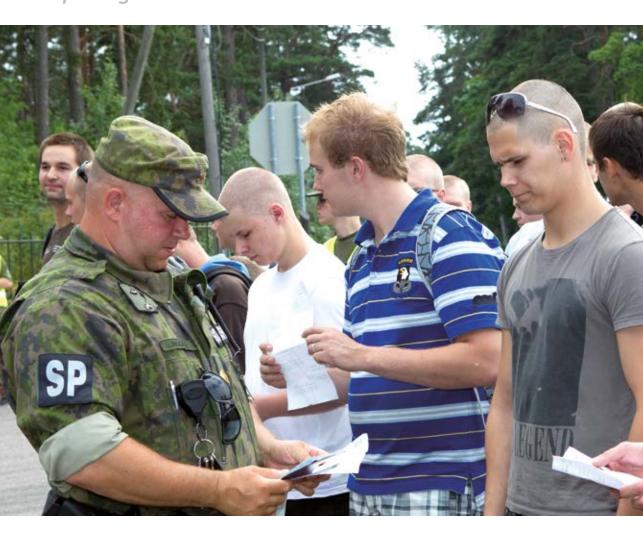
 2,700–2,900 m
 Good

 2,900–3,100 m
 Commendable

 More than 3,100 m
 Excellent

(less than 1,700 m) (1,700–2,200 m) (2,200–2,400 m) (2,400–2,600 m) (2,600–2,800 m) (more than 2,800 m)

# Military service



# Order to enter service

Your order to enter service will either be given to you at the call-up or posted to you. It will tell you when and at which brigade-level unit you must enter into service. Your order to enter service also serves as your travel ticket: you can use the detachable tickets included to take the bus or train from your home municipality in Finland to the service location (the tickets are not valid in local public transportation in Tampere and Turku or in regional public transportation in the Helsinki region). The time of validity is written on the ticket. Other modes of travel are reimbursed afterwards upon presentation of receipts at your place of service.

 compensation for travelling expenses from your home to your location of service for the part which the ticket included in the service order does not cover  compensation for food costs if the trip takes more than six hours.

You must remember to present your tickets and other receipts together with your application for reimbursement as soon as you enter service.

If before leaving for military service, you have such an accident or illness that prevents you from travelling or is a hindrance to carrying out your military service, you should contact the regional office. You must leave in a medical certificate at the regional office concerning the type of illness or injury, the detriment it causes and its likely duration or development.

Only leaving in a certificate does not mean that you do not have to enter service, for this you need a separate decision from your regional office.



# Leave early enough

Leave early enough. If you arrive at your brigade-level unit already around noon you will have time to collect your equipment and try it on without any hassle. Being late when arriving at your brigade-level unit causes problems both for those receiving you and yourself.

Don't make yourself the object of attention by arriving intoxicated and remember that drunkenness in a soldier is punishable, as is bringing intoxicants into the garrison area.

Guidance and transportation will be arranged from the local railway or bus station of your brigade-level unit. Where possible, at least your first trip to your service location should be made using public transportation.

# What to bring?

When you leave for military service, wear practical clothes suited to the weather that you will take home with you on your first leave. Although conscripts are allowed to wear civilian clothes when on leave and in their free-time, you are not permitted to keep your civilian clothes in the garrison area after your first leave. When you leave for military service, take the following with you:

- if you want to, you can bring your own shaving kit
- personal hygiene necessities
- social security card (Kela-card) and driving licence
- vaccination card
- if you want to, you can bring this Conscript booklet
- your bank account number (in IBAN form)

After some time, you can also bring sports equipment with you to the garrison. There is a locker or storage room at the brigade where you can store personal sports equipment.

# Everyday life of a conscript

# Day of reporting for service

You have entered into service the moment that you report to your brigade-level unit. According to law, a conscript is considered military personnel from the moment he/she should at the latest have arrived at his/her unit. The first day is reserved for picking up equipment. There will be no actual training so you can take time to get to know your new surroundings. The earlier you report to your unit the more time you will have to get used to life as a soldier.

# The first morning

The first wake-up call in the military is memorable – though it is hardly as bad as in the stories you may have heard. The point is to start learning military promptness and punctuality right from the start. At the beginning, getting dressed and into formation with haste as well as military behaviour in general confuses anyone who is used to civilian life. At the beginning it feels like you are always in a hurry to wait somewhere, but this is part of it all, the idea is to get down to the actual training as soon as possible.

Don't be scared by the action-packed beginning. Everything will be taught to you before you are required to know how to do it.

# Training begins

In the lessons during the first days you will be taught e.g. the rights and obligations and behaviour of a soldier, the command authority of superior and subordinate as well as the basics of national defence.

Close-order training and training in handling weapons create the foundation for the combat training that is about to begin.



The Soldier's Home serves conscripts in their free time.

# Don't brood over your problems

You should not be hesitant about turning to you superiors, they will give advice even in small matters. Your closest superior is your own section leader, usually of the rank of corporal. You can ask him/her about matters relating to everyday service. You can tell your platoon leader about problems relating to your training for example. The company sergeant major manages the practical administration and logistics of the unit. You can also turn to him/her e.g. in matters relating to travel reimbursements or leaves. The unit commander is responsible for the administration, training and welfare of his/her entire unit. Every conscript may turn to him/her whether the problems are related to military or civilian matters.

In the private, so-called arrival interviews, superiors get to know their subordinates and offer the opportunity for conscripts to present their own wishes and questions. Discussing these will make it easier for you to get used to military life. The Defence Forces have an on-duty 24-hour health advice number +358 (0)299 581 010 that serves conscripts in all health-related problems. The phone is answered by a nurse. The Finnish Association for Mental Health also has a national crisis hotline 010 195 202 that is available almost round the clock if you need to talk to someone.

Also the commander of your brigade-level unit, chaplain, physician, nurse, social welfare officer and conscript committee are ready to help in solving problems.

# Leave and free time

Time that is not counted as service or rest time is considered the conscript's own free time.

Service permitting, evening free time is usually from 1730 to 2130 hours. There can be exceptions to this because of training or readiness, catering arrangements or other reasons, such as maintenance or other preparations. As of 2016, all company-level units have WLAN connections that you can use to take care of civilian matters and keep in touch with people at home.

Conscripts also have the right to leave the garrison area – but not until after they have learned military behaviour. This aim should be achieved during the first two weeks of service. While on leave and during your free time you are allowed to wear civilian clothes outside of the garrison area. However, you must wear your military uniform when leaving to go on leave or free time and also when you return.

Week-end leave for conscripts who are not part of the on-site strength starts on Friday after service and ends on Sunday at 2100 to 2300 hours as a general rule, local circumstances taken into consideration. Usually once a month your weekend leave is extended to include Monday as personal leave. When included in the training plan, the weekend that is followed by personal leave is generally free.

It is important to leave enough time for returning from leave since being late usually leads to disciplinary measures.

#### Further information on leave and travel, pages 33-34

# The Soldier's Home

The Soldier's Home is the conscript's place to "take a break" in the garrison. You can go there in your free time to relax between service with different games, books, magazines or coffee and a doughnut. The Soldier's Homes (often called "Sotkus") also serve combatants during long field exercises.

#### Exercise during free time

Many garrisons have modern sports facilities. In your free time you can use the swimming halls, gyms, ball playing and martial arts halls, indoors firing ranges and street basketball courts. Additional information on different sports possibilities is provided by your unit and the physical education officer of your brigade-level unit. Conscripts' sports clubs organise free time exercise activities in many garrisons. If you are interested in being an instructor in some sport, ask for more information from your own club and you will certainly get to work in free time sports activities. Additional information from the local conscript committee or military sports association.

Additional information at sotilasurheilu.net

#### Training and competitions

You have the possibility of continuing your own physical training and competition career also during military service. Conscripts can also participate in the competition activities of the Defence Forces – the most successful even compete at international level. If you compete at national top level, contact the physical education officer of your brigade-level unit. He/she will advise and help you in sports-related assignments.

# Soldiers' clothing

Conscripts' clothing consists of several different combatants' outfits designed for different purposes and seasons. You are responsible for keeping and exchanging the clothing you have been issued at the equipment store when it needs cleaning and mending. Instructions on the care of equipment will be given at your unit at the beginning of service.

The service dress in the Army, Air Force and coastal units of the Navy is the combat uniform M05. Combat training equipment includes battle dress, rubber boots, a helmet, hearing protectors and the M05 combat vest and rucksack. The leave uniform in the Army, Air Force and the coastal units of the Navy is the battle dress M05 that is part of the Combatant's Uniform 2005. Navy conscripts wear the m/05 leave and parade uniform and the M95 Navy battle dress and conscripts serving on Navy vessels and all those serving in the Coastal Fleet wear the M30 conscript leave and parade uniform and M55 overcoat.

In addition, each conscript is issued among other things:

- bed linen and a towel
- underwear and socks
- gloves and mittens
- winter boots and combat boots
- a backpack and field cutlery
- a sweat suit and sports shoes.

Suitable equipment is procured for conscripts wearing special sizes (very large or small sizes) to measurements taken at the latest when they enter service. **To ensure the availability of special-sized equipment at entry into service call the Quartermaster Depot (tel. +358(0)299 800, switch-board) at latest six months before your service begins.** While on leave and during free time you are allowed to wear civilian clothes outside of the garrison area.





# Catering

During service, conscripts are served filling, healthy and varied meals in the garrison dining hall and in the terrain that fulfil the general Finnish nutritional recommendations. Special diets are served for those who need them. The aims of catering include guiding conscripts' eating habits in a direction that promotes better health and maintains and ensures the availability of sufficient catering in all conditions during service.

Meals are served from a self-service buffet in garrison dining halls. On weekdays, breakfast, lunch, dinner and a voluntary evening meal are served. On Sundays a larger breakfast, dinner and voluntary evening meal are usually served. Garrison dining hall meals are planned according to a rotating 4-6 week menu, which is changed every six months. During exercises a mess kit and spork are distributed to all conscripts for meals in the field. The food served in the field is based on separate menus that take into consideration the increased need for energy. In field exercises that are conducted near a garrison, food is brought from the garrison kitchen. In some exercises meals are prepared according to the set menu in field kitchens by military cooks carrying out their military service. During exercises meals can also consist of field rations. In such case conscripts heat their food themselves.

# Accommodation

During military service, conscripts are accommodated in barracks. The barracks of a company-level unit usually include rooms for 8-10 men, classrooms for lessons, rooms for the company commander, administrative officer and instructors, storage and sanitation facilities and a lounge for free time. During field, combat and live firing exercises accommodation is arranged in tents for 10 to 20 persons. The tents have a wood heater so you don't need to freeze in the tents in wintertime. A sleeping bag and pad are also provided for field accommodation. During exercises accommodation may also be arranged in barracks or other buildings.

#### Women's accommodation, see page 13

# Health care

Health care for conscripts begins already before the callup, with preliminary medical examinations conducted each spring. Conscripts who fall ill during their military service receive basic medical care in the Centre for Military Medicine's national health centres (where a conscript may consult a nurse, doctor or dentist) and specialist services at regional civilian partnership hospitals. The services and medication arranged by Defence Forces health care are free of charge for conscripts.

In addition to these, the medical care of the Defence Forces also includes preventive health care and training and field hygiene, which means ensuring the cleanness of the environment (food, water etc.) especially during terrain exercises.

Chief physicians are responsible for medical care in garrisons. They work at the garrison health centre together with medical professionals and other personnel. Conscripts carrying out their military service who have an education in the field of health care (e.g. a physician's or nurse's education) take part in providing medical services in duties corresponding with their education.

At the physical examination carried out in connection with entry into service, the health care personnel check the health of the new conscripts and evaluate their fitness for service. If you have medical certificates or copies of medical records, bring them with you when you enter service. If necessary, additional examinations will be carried out and your class of fitness for service may be redefined. The validity of vaccinations is verified (it is important that you bring your vaccination card) and conscripts are given the necessary statutory vaccinations.

Health issues are discussed in lessons on medical issues and on exercises, training in first aid is given as well as instructions on what to do if you fall ill during service. Some conscripts are trained to be medics or medical section leaders.

During military service the most common illnesses are upper respiratory tract infections and pains and illnesses due to physical stress as well as other symptoms from physical exertion. Starting military service is a big change in life that can sometimes cause psychological symptoms. If you wish, you can talk about such problems with the health care staff. A conscript suffering from personal worries can also always talk to the social welfare counsellor or chaplain of the brigade-level unit.

Contact the health care personnel if you want information and support to stop smoking or using snuff or intoxicants.

On weekdays, conscripts who feel ill can visit the brigade-level unit's health station. Doctors and nurses on duty are bound by confidentiality with regard to all health data.

# Special training for physicians, dentists and pharmacists (M. Sc.), see page 64

# Chaplains

The chaplains' work aims to spiritually and mentally support everyone serving within the Defence Forces and Border Guard, and to maintain their capability to act in an ethical manner in all circumstances.

The FDF employ Lutheran and Orthodox chaplains. They are there for all conscripts regardless of denomination or conviction.

During military service conscripts take part in lessons held by a chaplain. Lessons relate to soldiers' ethical and mental ability to act. The lessons are part of the training that aims to enhance your overall capabilities and all conscripts must take part in these lessons. Participating in religious events that take place during your service time is part of military service. Alternatively, conscripts may choose a non-religious event that aims to enhance one's psychological capabilities. Participation in any religious event that takes places when you are on leave is voluntary. It is also possible to take confirmation classes as a conscript.

Pastoral care is part of the work of military chaplains. The aim is to help people in a holistic way by listening and talking with them. The chaplains are also bound by absolute confidentiality.

Training for conscript military chaplains and deacons on page 64.



# Conscript Committee

Conscript Committees are a part of the organisation of the FDF and the activities of the brigade-level units. Each brigade-level unit of the FDF and those of the Border Guard training conscripts run a Conscript Committee composed of conscripts. The conscripts choose a committee among themselves to improve the conscripts' service conditions and free time. The Committee arranges different free time activities for conscripts, such as entertainment evenings, mustering in and out parties, courses, exercising and competition activities, possibilities to play an instrument and loans gaming equipment etc.. In many brigade-level units, the Conscript Committee takes part in arranging joint transportation for conscripts going on leave.

The Conscript Committee makes initiatives and proposals to the commander of the brigade-level unit and higher headquarters regarding the conscripts' socioeconomic benefits and matters concerning service. The activity is a part of the military service feedback system. You can tell CC officials about matters or problems concerning service that preoccupy your mind. The Conscript Committees have initiated a number of significant reforms thanks to the active contribution of conscripts.

The brigade-level unit's Conscript Committee includes a chairman and other officials if necessary as well as a representative from each company-level unit. Further information on the CC is available at varusmies.fi and from the CC officials of the brigade-level units.

# Initiative activities

If you come up with a great idea during military service you should make an initiative! An initiative is a proposal that, when implemented, can e.g. improve the quality of functions, make activities more effective, save costs and time or increase satisfaction and safety during service. An initiative does not need to be inventive or a novelty, nor does it need to be ready to use as such. All conscripts can make initiatives.

The initiative committees of the Defence Forces consider initiatives aiming to improve the workings of the Defence Forces that are made by conscripts, reservists and personnel in the brigade-level units. The easiest way of submitting an initiative is to send it to the brigadelevel unit initiative committee or conscript committee.

# Leadership training – a once-in-a-lifetime opportunity

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# Purpose, end goal and objective

Leadership training is the beginning of your development and growth as a leader. It spans the entire military service period. Those in conscript leadership training are given the basics and positive attitude they will need to develop as leaders once they are in the reserve. The aim is for leaders in the reserve to be able to start leading and training their troops independently with self-initiative and efficiently once they participate in refresher training or in the mobilization of troops.

# *Lifelong resources for development as a leader – learn to learn*

By taking part in leadership training, conscripts gain a great advantage for the future. A large part of those who have gained leadership training in the Defence Forces succeed very well in life and come to be placed in valued positions in society.

Developing as a leader is growing as a leader. For each of us, this is a lifelong challenge. We can meet this challenge by leaving it to chance or by learning the hard way. But there is also another, more systematic way of facing this challenge – by ensuring that you learn and seeking entry into leadership training.

At the core of leadership training is the skill to lead people and develop oneself as a leader. Learning how to lead people is taught and learned on the basis of deep leadership. The aim is to become a leader who builds trust, gets people enthusiastic about their work, brings about learning and values others as equal human beings.

Development as a leader is based on activities and practice together with real subordinates, which takes place during the last six months of service. Learning during the leadership period is supported by systematic feedback, which also includes leadership profiles and individual development plans. The aim is the ability to evaluate one's own learning, i.e. one's capability for reflection and self-steering.

The learning process is filed in a so-called leadership file, which is given to the conscript for further use in the reserve. The time in the reserve, i.e. the time after your first service as a conscript when you are still liable for military service, is a long time. It is a time, when development as a leader should continue based on experiences in civilian life.

# Everyone has the possibility of taking part in leadership training – your own skills are decisive

With the exception of the special operations forces, leader selections are carried out in all brigade-level units at the same time and in the same way. The selections take place after about seven weeks of service. The selection procedure is absolutely objective, fair and is based on scientific research.

In the selections, capability and individual leadership qualities displayed during the basic training period carry the most weight. Gender and the profession or educational background of your parents does not affect leadership selections. Everyone starts from the same line as new recruits.

Leadership training is divided into reserve non-commissioned officer (NCO) and officer training. All those chosen



for leadership training go through the first phase of the NCO course. Afterwards, those to be trained as reserve officers continue on to the reserve officer course. After the courses, leadership training continues in the form of the leadership phase in the basic units. Conscript leaders who complete the leadership phase courses generally act as leaders of the next contingent.

# Leadership training is useful – it can be of great benefit to you

Thanks to the new leadership training programme, the leadership training given to conscripts is valued extensively in society. Its esteem is seen in both studies and work life.

The deep leadership training programme is developed in order for it to fully correspond with the demands of civilian organisations concerning development as a leader. Today's labour market competes for this kind of knowhow, and will even more in the near future.

Educational institutions, universities and other higher education establishments recognise study credits accumulated from military leadership training. It is important to remember that each educational establishment, university faculty and institution of higher education determines whether credit is given for education, training and work experience during military service when applying to the establishment or in the studies themselves.

There are some educational establishments, universities and institutions of higher education that do not yet credit leadership training received during military service. Information on credits given for studies during military service is provided by the educational establishment in question.

When continuing on developing as a leader in the reserve, national defence is in good, knowledgeable hands. It is also possible to deepen your leadership and training skills in fixed term service or by applying to the National Defence University and flexibly taking examinations at different levels.

The greatest beneficiary is, however, the leader himself/ herself. Growing as a person, developing as a leader and learning to learn is a great resource that will be of use to you for the rest of your life. It is good to be prepared for the fact that you will need your leadership certificate and leadership file in many instances in civilian life.

With a few exceptions, reserve officer training is given at the Reserve Officer School in Hamina, which belongs to the Army Academy (Army) or Naval Academy (Navy) on Suomenlinna or Air Force Academy (Air Force) at Tikkakoski.

Non-commissioned Officer Courses are organised at almost all brigade-level units. Special courses for NCOs are primarily organised centrally at brigade-level units specialising in the field in question.

Experiences gained from war show that in defence forces based on an extensive reserve, both non-commissioned officers and reserve officers must have the same kind of leadership training. For this reason both groups receive the same amount of training in leadership and training skills.

# Conscripts are taken care of



The aim of the Defence Forces is to create the service conditions that will allow you to fulfil your civic duty without being concerned by civilian matters too much. *This guide contains basic information on the social security and financial benefits and other support measures for conscripts and their families. Your immediate superiors in the military unit, the social welfare counsellor, and the conscript committees will answer any question you may have.* 

The information in this guide is based on the situation in 2016. The same benefits apply to women carrying out voluntary military service.

If you organize your civilian life properly before you enter service, you will avoid many problems during your service.

# Changing the time or location of service

If you have a pressing need to change your starting date or military unit, due to, for example, the recent birth of a child, a difficult financial situation, an important stage in studies, a change of residence, illness, injury or some other similar reason, you should contact your regional office immediately to discuss changing your date of entry. Women volunteers must give notification in writing if they decide not to start their service after all.

More information on changing the date of entry into service or the location can be found on page 17.



# Conscript's allowance

*Conscript's allowance* is a benefit paid by the Social Insurance Institution (KansaneläKelaitos, Kela) based on the Conscript's Allowance Act.

For the duration of their military service, conscript's allowance is paid to conscripts and women carrying out voluntary military service as well as to his/her next of kin. The following are entitled to conscript's allowance: the conscript's spouse; registered partner, common-law spouse (with whom the conscript has an underage child); the conscript's own or adopted child; spouse's child; and a child placed permanently in the conscript's custody. Your other relatives are not entitled to conscript's allowance. The actual disposable net income of the conscript and the relatives entitled to allowance affect the allowance given.

Conscripts themselves can receive *housing allowance* and have the interest on student loans paid for them during conscription.

In order to receive housing allowance, the residence must have been obtained about 3 months prior to starting service, unless there is a valid reason for having acquired it at a later date (such as starting a family, studies or work beginning in a different locality). In addition, a conscript applying for housing allowance must be able to prove that he/she pays for his/her own housing expenses.

Conscript's allowance paid to the conscript's family can consist of *basic assistance, housing allowance and special allowance.* 

The basic assistance is intended to cover, for example, food and hygiene expenses and other regular day-to-day expenses. The full basic assistance is equivalent to the monthly national pension (EUR 634.30). The amount of basic assistance received varies according to the number of eligible family members: the first person receives 100%, the second 50% and the third and anyone after that receives 30% of the full amount. Kela pays the amount corresponding to maintenance allowance to a child entitled to maintenance allowance if the conscript is not capable of paying it during his military service. If the conscript has an income, Kela takes it into consideration in the amount of maintenance assistance to be paid. Kela does not grant basic assistance to a child entitled to maintenance allowance.

A housing allowance is used to pay for the conscript's or conscript's family's reasonable housing costs, which include rent, maintenance charge, water bills, annual interest and payment of housing loans, electricity and gas bills, and the normal maintenance costs of a detached house. Fees paid for the use of the Internet, sauna and parking space fees, security deposits, forehand rents, real estate agent fees or real estate taxes are not taken into account as housing costs.

A special allowance can be used to pay for expenses that are necessary and of a reasonable size, such as other than minor health care expenses (e.g. prescription medication, hospital fees, dental care fees and fees related to sight testing and purchase of eyeglasses), costs relating to child care (e.g. average-priced pram/baby carriage, pushchair/stroller, bed or car seat), interest on a family member's student loan, moving costs, funeral costs and work-related travel costs that exceed EUR 500 per year. The special allowance can be granted on condition that costs do not fall under the basic assistance and that the applicant does not receive compensation for them from elsewhere.

Conscript's allowance is applied for from a Kela office or using the Kela website (Kela.fi), preferably a month before entering military service. An application on paper may be submitted to any Kela office. The application is made by the conscript him/herself, a family member entitled to the allowance or the guardian of such a family member. Application forms and instructions on filling in the form and on appealing a decision are available at Kela offices, on the Kela website or via the customer service number 020 692 200 (Mon.-Fri. 08:00-18:00) as well as from the social welfare counsellors of military units, and from the company-level unit administrative officers. As for conscript's allowance, there is no deadline for applying for backdated payment.

*Conscripts living abroad* should apply well ahead of time (2-3 months) either through a Finnish diplomatic mission or electronically before entering military service.

The allowance is paid from the beginning of the month when the application was submitted, but no earlier than the actual starting date of military service. The allowance is paid to the end of the month you muster out. Kela can grant you the allowance once it has received confirmation from the military unit that you have effectively started your service. Notify Kela immediately, if changes occur in your life that may affect your eligibility for conscript's allowance. Inform Kela if e.g. your service is interrupted or ends, if your income or the income of your immediate family changes, or if your obligation to pay child maintenance support ends or custody changes. Conscript's allowance is not adjusted due to a change in income if the income is of a one-time nature and fully retrospective.

Conscript's allowance is tax-free. Kela will pay the allowance on a bank account provided by the applicant, located in a Finnish financial institution, usually on the first banking day of the month.

The decision on allowance can be appealed *within 37 days of the day it was posted*. Appeals must be in written form. Appeals must be delivered to the Kela office.

# Studies

It is a good idea to do your military service before embarking on any long-term studies. If you have just been accepted to an educational institution, it is almost always possible to postpone the beginning of your studies until the end of your military service. Check immediately if you can postpone or interrupt you studies. While in military service, you can plan for studies after military service, apply and participate in entrance exams. You can familiarise yourself with matters relating to studies and submit applications over the Internet at opintopolku.fi. You can turn to the brigade-level unit's social welfare officer for guidance and advice in matters relating to studies. Financial aid for students is not paid during military service.

# Interest on student loans

Kela can pay the interest on a conscript's student loan as military assistance, if the interest payments fall due during service or during the last month of service. The requirement is that you have not received study assistance during the semester or the one before it, when the interest falls due for payment. If you have received study assistance the interest is added to the loan capital. Kela will not cover the 1 % interest that you are liable to pay yourself.

The interest will be paid either to the applicant or directly to the bank. If the interest is paid to the applicant, notification and a receipt from the bank must be enclosed with the application (SA 1). Apply for interest assistance early enough for Kela to be able to make the payment by the due date.

When loan interest is paid by Kela, only the income that affects your conscript's allowance is taken into account. The income of your relatives referred to in the Conscript's Allowance Act is not considered.

# Other income support, social services and social security benefits

This guide focuses mainly on the benefits that concern conscripts. You and your family are entitled to apply for all the statutory social security benefits you need, such as income support, social services (children's home care, day care, social counselling), housing allowance provided by Kela and other services provided by society. The social welfare counsellor will help you with all matters regarding benefits and services.

# Employment and service contracts

Most employers pay wages when you attend the callup like on any other normal working day even though no such obligation is included in collective agreements. According to law, public service or employment contracts cannot be terminated or notice given on them by the employer while the employee is carrying out military service. The employer must offer the same or equivalent work after his/her employee has been mustered out. Furthermore, an employee can be given notice under the Employment Contracts Act in connection with transfer of business, the employer's death or bankruptcy.

That is why you should tell your employer at least two months beforehand when your service starts and make initial arrangements for when you are going to go back to the same job. As an employee, you must tell your employer that you will be returning to your job at least 14 days before you intend to start working again. If you want to start working immediately after you finish your military service, contact your employer while you are still doing your military service. Once you have told your employer that you will start working again, you must start working within 14 days, unless you have agreed otherwise. If you do not contact your employer within a month of having finished or interrupted your military service, your employer may consider your employment contract is terminated.

If you have taken part in refresher training, you must return to work immediately after it is over.

Do not quit your job because of military service!

# Entrepreneurship

Many young people have started companies, and it may be problematic to ensure that this company is kept running during military service. At the moment, the best way is to try to arrange everything in the company beforehand and to secure your financial situation and that of your family, because during your military service you will only have limited opportunity (during leave and free time) to take care of business matters. Brigade-level units



try to be flexible within the regulations to allow you to run your business. As an entrepreneur, you can also get advice from your central organisation.

### Farmers

Farmers that fulfil the general requirements for having an appointed stand-in can receive one for the duration of their military service. For more detailed information, contact the office responsible for these matters in your own municipality.

# Unemployment

If you are unemployed, you must inform the employment and economic development office of the date you begin your military service, and regularly report to the employment office until your military service starts. You must also inform the unemployment fund if you receive earnings-related unemployment allowance.

# Taxation

A decrease in income due to conscription can lower the amount of tax withheld or even result in there being no tax withheld. When you go to the tax office, take along a military service certificate or, if you have not started your military service, your order to enter service, and a declaration of income.

You must meet the deadlines for your tax return and all other taxation matters (tax rectification, tax appeal, payment of tax arrears, and application for postponement of payment). You should mention in the tax form that you have a smaller income because you are doing military service. Daily allowance (also called per diem) and conscript's allowance are not taxable income, so you do not have to report them.

# Pension

Military service does not accrue pension.

# Loans and debts

The conscripts' daily allowance is only enough to cover small expenses from living at the garrison, so saving money beforehand and making arrangements for the loans you already have is often necessary.

It is worth agreeing with your bank or other lender to postpone loan instalments or to make part-payment arrangements. If you have any fines, it can usually arranged so that you pay the fine after you have finished military service. You can also make arrangements with the bailiff concerning payments.

Avoid taking loans and making instalment purchases before or during military service! Quick fix loans, credit cards and mobile phone bills, for example, have gotten many young people into financial difficulty.

# Driving licence

We recommend that you have the second stage of your driving licence (i.e. a full valid driving licence) completed before you begin military service. This may be difficult to do while in service.

# Passport and police clearance

For the purposes of getting a passport, police clearance can be given to conscripts living in Finland or abroad until the end of the year when the applicant turns 28. Provided that your conscription issues are in order, the police clearance remains in force after you have finished military service.



# Occupational and in-service safety

The occupational and in-service safety of conscripts is assured by making sure that they can serve in an environment that is healthy and safe in all situations. The inservice safety of conscripts is part of the Defence Forces' security policy. The aim of the Defence Forces' occupational and in-service safety activities is a state of zero accidents as well as an open and uninhibited culture where safety risks are reported. The aim is always to prevent accidents from happening.

The Defence Forces follows general legislation on occupational health and safety and in military training, the Defence Forces' own additional safety regulations.

Traffic safety is always considered when making free time and leave arrangements. Travel by conscripts on leave is arranged by means of public transportation (train, bus, and airplane) or by collective transport arranged by the military unit.

The Conscript Committee of each military unit has an in-service and occupational safety delegate, who represents conscripts in occupational and in-service safety issues. The in-service and occupational safety delegate takes part in occupational health care activities of the brigade-level unit.

# Suspected health risks

The Defence Forces' aim is that their premises are suitable for their purpose and safe and healthy for their users. In addition to being unpleasant, bad air indoors can also cause health problems, which can appear as different symptoms and illnesses.

**1. Recognise a problem.** Recognising problems with air quality is often up to one's own senses. Good air should be fresh and suitably warm. In addition to this, ventilation should be sufficient and draughts should not be a problem. Common air quality problems are stuffiness, dry air, dustiness and abnormal strong smells. There can be a draught and the temperature can vary from too cold to too warm. The most common symptoms caused by air problems are respiratory tract, eye and skin irritation. If possible symptoms are relieved during weekend and longer furloughs; there is reason to suspect that there is a problem with the air in the barracks.

2. Report a suspected problem to the conscript committee. If you suspect that there is an air problem in your barracks, it is in your own interest to report this. Based on reports, investigations will be started to determine if there is a problem and necessary measures will be taken to fix the problem and remove the possible health risk. Conscripts should report their observations to their closest superior, the company sergeant major, local conscript committee or the occupational and inservice safety officer of the brigade-level unit. For the sake of your own health, it is important that you also tell your garrison health station about possible symptoms.

**3. Keep your room clean.** Common reasons for air problems in garrisons are untidiness, dust and drying equipment in barracks rooms and closets. In other words, you can help to avoid the most common problems by taking care to keep the barracks clean. The daily cleanness checks that may sometimes seem irritating are carried out for a good reason!

# Military injuries and service-related illnesses

The Compensation for Military Injuries Act provides compensation for accidents and illnesses that occur during military service. When you have completed your military service, the State Treasury will cover the costs caused by a disability or in-service illness acquired as a result of military service and it will take care of any other compensation required by law. The compensation corresponds to that provided under statutory accident insurance. During military service, the Defence Forces' health care system is responsible for health care and treatment costs.

The following groups are entitled to compensation based on the act on military injuries: conscripts in either armed or unarmed military service, women in voluntary military service, and men in non-military service. Compensation can also be paid to anyone who has participated in refresher training, call-ups, the health examination arranged by the Regional Office or an entrance examination to a military educational establishment.

Compensation can be paid when an accident has occurred at one's service location or in an area belonging to it. Compensation can also be made for an accident that has occurred while travelling in connection with military service, or during free time or leave that is considered military service time.

A service-related illness can be any disease referred to in the Occupational Diseases Act. It can also be a disease probably caused by military service or made considerably worse by military service.

The compensation process begins with filling in a military accident/service-related illness form, which is delivered to the State Treasury by the brigade-level unit's occupational safety delegate. The person who has been injured or has fallen ill can apply for compensation themselves from the State Treasury over the Internet. Open a Citizen's Account (asiointitili.fi), as this makes dealing with the State Treasury much faster. Decisions concerning your applications will be entered directly into your Citizen's Account. The account also gives you direct access to the State Treasury's customer service.

# Daily allowance and other compensation

Data is based on the situation in 2016.

#### Conscript's daily allowance

The conscript's daily allowance (also called per diem) is progressive and based on the number months a conscript is in military service: EUR 5.10 (1 to 165 days), EUR 8.50 (166-255 days) and EUR 11.90 (256-347 days). The daily allowance is usually paid to a bank account twice a month on a Friday. Daily allowance is paid for each day of military service, including weekends, exemplary conduct leave, sick leave, personal leave and paternity leave. Special personal leave or absences without leave are not regarded as days in military service.

#### Women's equipment allowance

Women's military clothing is largely the same as men's. In order to buy any personal items that are not provided by the Defence Forces, women receive an equipment allowance of EUR 0.50 per day on the same grounds as conscript's daily allowance is granted.

#### Additional daily allowance for military service abroad

For the duration of military service taking place abroad, for example in international Rapid Deployment Force training, conscripts can receive an additional daily allowance of EUR 11.00 to cover personal costs.

#### Paratroopers', divers' and pilots' allowances

Conscripts in special training receive additional allowances as follows: paratroopers – a total of EUR 110.00 for the basic parachuting course and EUR 22 each for the next 20 jumps; combat divers – EUR 13.50 for the days when diving; aeroplane pilots – EUR 182.56 per month after the first solo flight.

#### Food and accommodation allowance

Food and accommodation allowance is paid on assignments during which the Defence Forces cannot provide either of these.

*On domestic assignments*, the food allowance is EUR 7.50, for assignments that last from 6 to 8 hours; and EUR 13.50 for assignments that last more than 8 hours.

# **IF DURING SERVICE...**

If you are injured or become ill during service you can apply for compensation from the State Treasury





→ FIND MORE INFORMATION ON THE STATE TREASURY'S WEBSITE

statetreasury.fi/en-US/ Citizens\_and\_Communities/ Compensation\_and\_ benefits

Valtiokonttori Statskontoret StateTreasury

If the assignment exceeds a full day as calculated above by 2-8 hours, EUR 7.50 is added to the increased food allowance.

On foreign assignments, the food allowance is EUR 28.00 for each day in which at least 8 hours is spent on the assignment, starting the moment the assignment began; and EUR 15.00 if the assignment exceeds a full day as calculated above by 2 to 8 hours.

The accommodation allowance is EUR 55.00 for each assignment that at least 4 hours between 21:00 and 06:00 have been used for other than travel. On foreign assignments the allowance is EUR 100.00. If the actual expenses during the assignment are more than the above, only the Defence Command can authorize payment.

A food allowance of EUR 13.50 a day is paid during home care to those who are under the responsibility of the Defence Forces' health care.

# Leave and free time

Under the Conscription Act and the decree on conscription, conscripts can be granted *exemplary conduct leave, personal leave, and special personal leave.* 

*Exemplary conduct leave* can be granted to conscripts who have distinguished themselves during service. The maximum amount granted is 10 days (to those serving 165 days), 15 days (those serving 255 days) and 20 days (those serving 347 days).

Every conscript has the right to personal leave: 6 days (service time 165 days), 12 days (service time 255 days), 18 days (service time 347 days). The amount of leave for those doing unarmed service for 255 days is 12 days, and for those doing 347 days 18 days. Conscripts do not have to state the reason for applying for personal leave, but it is intended for seeing to personal matters. In accordance with training plans, some personal leave days are used as the unit's common leave days (for those serving 165 days the number is four days, for those serving 255 days nine days and for those serving 347 days twelve days) so that conscripts usually have one Friday or Monday that is not a public holiday per one month of service as a personal leave day. You do not need to apply for the unit's common leave days, but you must apply for the remaining personal leave days and earned exemplary conduct leave yourself. If you know that you will be attending a higher-education entrance exam(s) while you are completing your military service, it is worth saving a few days of leave to prepare for and attend the exam(s).

A maximum of 6 months of special personal leave can be granted to conscripts for pressing personal reasons. It must be noted when calculating the service period that special personal leave always extends the service period by an equivalent amount of time. Superiors can grant special personal leave for example on the following grounds: studies, financial reasons, family reasons, sports competitions, and duties of a position of trust.

As an option to special personal leave, conscripts can apply for deferment beginning during military service. Based on a medical certificate, or due to the death or sudden serious illness of a near relative, or for some other urgent personal reason, e.g. for entrance exams (if no other leave days are available) a conscript can be granted exemption from other service and given permission to leave the service location for a short period of time (< 72 h) without having to apply for leave.

A travel time extension can be granted if the conscript's one-way travel to his domicile using public transport and/or arranged transport takes more than six hours. The leave or weekend is extended by the same amount of time as the six-hour limit is exceeded.

You may travel *abroad* during leave only with the permission of the officer granting the leave. The conscript identification card may not be taken out of Finland.

Leave can start on the first day of military service only if there is an extremely pressing reason for this.

Free evenings and weekends on stand-by offer conscripts a chance to take part in many activities, events and training during free time organized by the conscript committee.

More information on regulations concerning free time and leave are on display in your company-level unit.

The Conscription Act does not allow conscripts to do regular work during military service. Temporary work is permitted during free time and leave, as long as it does not interfere with military service duties. When doing temporary work, it is good to remember the validity of accident insurance.

# Travel during leave

Conscripts have the right to travel to their municipality of domicile or residence or, for special reasons, to a location in Finland where they have special ties. Travel using long-distance trains is free of charge for conscripts during leave if you are wearing your leave uniform and use a conscript card with a bar code. It is possible to reserve a seat on long-distance trains.

Travel is free of charge also when entering service and being discharged, when going home to recuperate from illness or injury, in connection with paternity leave and all other service-related assignments.

For leave travel, conscripts receive a conscript card with a bar code for railway travel, a travel card or voucher for bus travel and, under conditions defined by your brigadelevel unit, an airline ticket for long flights. Garrisons often arrange transportation for conscripts by bus to the nearest railway and bus stations, or in some cases directly to the municipality or region you live in.

Use public transportation when you can – it is safe and comfortable!

# Conscription for those coming from abroad

According to law, all Finnish men are liable for military service, which means that only Finnish citizens will be called up. It is possible for multinationals to be exempted from military service. So if you are granted the nationality of another country, particularly during call-up or conscription age, you must inform the military authorities, or if you are abroad, inform the Finnish diplomatic mission.

#### More information on multinationals on page 17.

The Finnish diplomatic mission abroad (embassy, consulate) is the contact authority for conscripts. Before entering military service, you should at least take care of the following: clear up any uncertainties regarding nationality; have medical examinations concerning possible changes in your state of health; make sure that your passport, visa, and work and residence permits are valid; submit your application for conscript's allowance (Kela office); get a certificate of residence; get the travel tickets you need to report for service at the beginning of your service.

Conscripts entering military service must themselves make the necessary notifications and arrangements concerning their accommodation, work, studies or taxation abroad. The law concerning the obligation of employers to take back an employee to his previous position applies only in Finland.

For further information on the free travel quota for those entering military service from abroad see below under "Travel abroad and to Finland". As soon as you start military service, contact the unit's company sergeant major to get a refund for travel and food costs incurred on your journey to your service location. The company sergeant major will procure tickets for travel to destinations outside Finland.

The families of conscripts living abroad are entitled to the same conscript's allowance as the families of con-



scripts who live in Finland. A conscript living abroad receives conscript's allowance for keeping his accommodation there during military service (reasonable housing costs), and for the accommodation he may have needed to acquire in Finland for the duration of his military service. The military allowance is explained in more detail under 'Military allowance'.

Conscripts entering military service from abroad should also note that the Compensation for Military Injuries Act also covers leave and related travel abroad. The benefits and paternity allowance in the Sickness Insurance Act do not apply to those who live permanently abroad. As a temporary resident, you can apply for municipal income support from your temporary municipality of residence (ask the social welfare counsellor for help).

Conscripts arriving from abroad have the right to use their own mother tongue when dealing with public authorities, so interpreting arrangements will be made upon request.

#### Travel abroad and to Finland

Within their basic quota, conscripts permanently resident abroad carrying out their military service in Finland can travel to their domicile abroad, depending on the length of their military service, 1-4 times (2 trips for those serving 165 days and resident in Europe and one trip for those resident outside of Europe; three trips for those serving 255 days and resident in Europe and one for those resident outside of Europe; four trips for those serving 347 days and resident in the Nordic countries and three trips for those resident outside of Europe. In addition to the above quotas, conscripts can be granted a free return trip abroad in the case of serious illness, death or burial of a family member, their own wedding or the birth or christening of their own child.

You can first pay for the trip you must make to your service location when entering service and then ask for a refund from your company-level unit afterwards. You will need to provide receipts. Alternatively, and especially if the trip is expensive, you can acquire your tickets from a Finnish Embassy. When buying tickets, you should try to benefit from available discounts and choose the least expensive means of travel for the State. A one way flight ticket to Finland can be bought in connection with starting your service. The ticket for the return flight home can be ordered when the date of mustering out has been set.

Your time of travel must be in immediate relation to your entry into service (within 4 weeks before). Those who have arrived earlier than four weeks must send a substantiated application to the regional office.

Travel expenses to and from Finland are only reimbursed if you live abroad permanently.

In order for you to receive a refund for your ticket abroad after mustering out, you must still have a permanent home in that country. In order for your travel to be reimbursed it must be directly related to you having finished your military service (4 weeks). Freely formulated applications concerning lengthening the time frame should be sent to the brigade-level unit for a decision.

The company-level unit usually obtains free tickets for travel during leave for conscripts living abroad, or refunds the equivalent sum against receipts. Air tickets are not usually bought for conscripts who live in Sweden or Norway.

# Paternity leave and paternity allowance

Conscripts who are married or live in a common-law relationship are granted a paternity leave of 12 days either as a single period when the child is born or, taking into consideration the service or family situation of the conscript, in several periods. Paternity leave does not affect the length of the service period.

Paternity leave must start within one month of the child's birth, but due to for example the illness of the new-born or the mother, it can also start later. In order to be granted paternity leave, you must present a birth certificate or a certificate from the child welfare officer of your place of residence.

A conscript who requires time to care for his child can receive paternity allowance from Kela. Paternity allowance can be paid to a person in military service or nonmilitary service who lives together with the child's mother and is on paternity leave or on other leave from service.

The paternity allowance for a person carrying out military service is EUR 23.93 per day. Paternity allowance is applied for over the Internet (Kela.fi) or from a Kela office using the form Isän vanhempainetuushakemus (SV 29a) (Father's parental benefit application).

Paternity allowance is taxable income.

# Crisis prevention and support measures for conscripts

The Defence Forces' support network that provides mental support for conscripts consists of specialists in the brigade-level unit (doctor, social welfare officer, chaplain) as well as superiors and comrades in service. The role of comrades, conscript committees and conscript leaders in preventing crises among conscripts and in support measures is important since most young people don't want to talk about their problems with people who are older than they are. Every conscript can provide peer support and a person to talk to for their comrade. Depending on the situation and the problem, conscripts should be advised to contact their closest superior, brigade-level unit specialists and in urgent cases a doctor for an evaluation of the situation and possible treatment.

# *Time Out! Getting life back on track and outreach youth work*

Social welfare officers are there to help conscripts in need of support. If necessary, conscripts who are discontinuing their military service are assigned a Time Out! or outreach youth councillor. Time Out! Getting life back on track is a cooperation model coordinated by the National Institute for Health and Welfare ("THL") used in the Defence Forces. It provides active support to young people during call-ups and for those who must discontinue their military service. Similar support is also offered in municipal youth outreach work. In brigade-level units, the social welfare officer offers one or the other of the support services for men and women who are discontinuing their military service. Together with the Time Out! or youth outreach councillor, conscripts can talk about personal issues relating to coping with for example studies, applying for a job, living, relationships and health. The councillors offer personal support, information and encouragement in managing your affairs. If necessary conscripts also receive help in finding the services they need.

# Non-discrimination and equality in military service

It is the basic right of every conscript to be able to serve and train in an environment where equality and gender equality are respected. When equality and gender equality exist, men and women, different contingents, people of different origin and with differing personal characteristics, all have an equal opportunity to make choices, increase their knowledge and skills during their military service, and be rewarded.

In order to ensure a good working environment and atmosphere, all units must implement an operational culture and use language that is respectful towards gender equality and non-discrimination. It is the duty of every conscript to build and maintain a positive working culture and ensure that no one is treated unfairly. Superiors carry particular responsibility for the operating procedures and atmosphere within their unit. If a superior becomes aware of discriminatory or derogatory behaviour directed at his/her subordinates, it is his/her duty to intervene. Inappropriate behaviour among conscripts must be reported to the company commander. It is the company commander's duty to ensure that all of the conscripts in his/her unit know what to do in a situation where someone is treated inappropriately. You can find more information on procedures in case of harassment and bullying in the Soldier's Guide, on company notice boards and in barracks information folders.

Whatever the activity, the Finnish Defence Forces strive to offer their conscripts a healthy, safe and enjoyable service environment and military service period. Conscript training systematically aims to create a capable wartime force with a positive mindset. There is no room for harassment or bullying in a unit that has a good team spirit where everyone is aware of and committed to the common goals.

# Questions on day-to-day garrison life?

Join your brigade-level unit's Facebook group. There you will find information on everyday life in the army and useful tips for entering and carrying out your military service. Facebook groups are maintained by the previous contingent's conscripts, the so-called Some (Social Media) Agents. You can also use Facebook's private message function to ask them about things you may be wondering about. You will find the link to groups on the website of your brigade-level unit and the information package that you will receive by mail before you enter service. Come and find out about everyday life in the army and your fellow soldiers through Facebook!

# Military justice

Military justice is based on the provisions of Chapter 45 of the Criminal Code concerning military offences as well as on the Military Court Procedure Act and on the Act on Military Discipline and Crime Prevention in the Defence Forces. Conscripts and women who have been accepted into voluntary military service fall under the jurisdiction of military justice as soon as they have arrived or were liable to arrive to carry out their military service. They remain within the system until they muster out, even in their free time and during leave. Persons failing to arrive at their military unit when called up are guilty of absence without leave or desertion.

The commanders of company-level units (company/ battery/flight/unit), their superiors and the company sergeant major have the right to enforce discipline. In military discipline proceedings, after investigations have been carried out, a conscript can be given a disciplinary punishment (reminder, confinement to barracks, extra service, warning, disciplinary fine). You can appeal a disciplinary decision made by the battalion commander, company commander or company sergeant major, i.e. make a request for settlement to the commander of the brigadelevel unit. Disciplinary decisions, including those based on pleas for resolution, given by the brigade commander or a higher disciplinary official can be appealed by issuing an official disciplinary complaint to a court of law.

The Parliamentary Ombudsman ensures the legality of military justice. According to law, the Parliamentary Ombudsman must especially monitor the rights and fair treatment of conscripts.

# Legal assistance

Conscripts can meet with legal problems, with which they need expert help. Especially in legal proceedings it is often necessary to have a legally trained advisor.

Conscripts can be appointed an advisor to help with legal matters either entirely or partly funded by the state. Legal assistance is provided by public legal advisers, lawyers and other jurists. The website oikeus.fi provides more specific information on legal assistance as well as other information on the workings of the judicial system.

# Anticipate entering the reserve

After mustering out, many conscripts experience a temporary feeling of indecision and emptiness. A busy and eventful service is left behind and new friends are no longer there. It is easier to return to civilian life if you start planning your work, studies or future profession well in advance. The social welfare counsellor and the conscript committee are there to support you also in this phase.

# Professional matters and military service certificate

Many aspects of military training are of direct use in civilian professions. Certain elements of military training are accepted as the equivalent to the practical training needed for some professions, and in some fields conscription is considered as work experience. Furthermore, military service is considered as general work experience.

It may be easier to obtain many civilian jobs if you have done your military service successfully and have received special, instructor's or leadership training. Military service also opens up opportunities in peacekeeping, the Rapid Deployment Force or a military career.

All conscripts who have completed their military service receive a certificate stating the military training given and an assessment of general and leadership skills. This will be useful in working life (work experience) and educational establishments (credit). Educational establishments decide independently to what extent military service is regarded as work experience or which courses can be credited.



# Mustering out

If you have a job, inform your employer well in advance that you will be returning to your job. Remember that you have the right to return to your own position or post or an equivalent one.

If you are unemployed, you should report to the employment and economic development office and to the unemployment fund of your trade union.

If you have a place as a student in an educational establishment, inform your school that you will start your studies and make sure your student financial aid is in order.

If you are an entrepreneur or a farmer, you should inform your pension institution that you are mustering out.

If you cannot work because of an accident or an illness you had when you were doing military service, ask for the military unit's physician to write you a certificate, contact the State Treasury for actual compensation, and, if necessary, apply for income support from your municipality.

You and your family are entitled to an evaluation of the need for income support (contact the social welfare office in your home municipality) and other social services social security benefits (contact Kela).

# Refresher courses and voluntary national defence

Once you have completed your military service, you will be placed in the reserve. The reserve forms the major part of the Defence Forces' wartime personnel.

Reservists are paid a reservist salary when they must attend refresher training. The rates are the following (situation in 2016):

- rank and file EUR 58.50 a day
- non-commissioned officers EUR 61.55 a day
- commissioned officers and special officers EUR 64.50 a day
- all receive a tax-free per diem of EUR 5.10 a day (women receive an additional equipment per diem of EUR 0.50 a day).

In addition to mandatory refresher training, reservists can participate in voluntary national defence and attend courses organised by the National Defence Training Association in order to maintain and develop their military skills and the feeling of togetherness and team spirit with their wartime unit.

# Services and branches





## The aim is a wartime force

The aim of conscript training is to provide training and orientation for conscripts in functions serving national defence, and thus provide the necessary prerequisites for the country to form total units in case of war. This means that each conscript must be trained for wartime duties according to his abilities and talent. Conscript training takes place in the Army, Navy and Air Force or Border Guard.

The training of the wartime forces takes place at the end of the service period for rank and file (165 days), which is called the unit training period. The unit training period lasts seven weeks. The aim is that training and other activities take place during the entire training period in as realistic circumstances as possible and in the wartime composition in which training in refresher exercises also takes place. The unit training period is considered the peak of conscript training with regard to skill and knowledge.

The successful realisation of training requires leaders with the right kind of attitude towards their subordinates. Straightforward and strict military discipline is a part of the training, but leaders must understand their responsibility for the wellbeing of their subordinates. In the same way, subordinates must understand the responsibility of their leaders with regard to the activities of the troop and the training. All involved, both those in training and their instructors, belong to the same troop and work towards a common goal.

## Basic training period – the same for all

With regard to the content of training, the basic training period that begins military service is basically the same for all conscripts. During the training period, all conscripts receive a soldier's basic training and take the basic military examination. The basic training period is identical in all services and branches of service.

During the basic training period, selections are made and conscripts are ordered into leadership training and different training branches and groups. When selections are made, the conscript's motivation for entering the training in question as well as his/her knowledge and skills are taken into consideration. Important factors that affect selection are evaluations by superiors and fellow conscripts, results of the basic tests, physical characteristics, results of the basic military exam, firing results and special knowledge and skills of the conscript. The special training of those to be trained for certain special tasks begins already during the basic training period.

After the basic training period, conscript training separates so that some are trained to be leaders. Most conscripts are trained to be combatants or for other special tasks.





The Army forms the main part of the Defence Forces' wartime strength. During peacetime, the main task of the Army brigade-level units is to train the ground forces to be formed in case of raising readiness. The Army includes infantry, field artillery, air defence, engineer, signals, logistics and nowadays also helicopter troops.



The infantry is the backbone of the Army. In combat, its task is to repel and strike at the enemy in cooperation with other arms of service. The infantry moves by modern all-terrain trucks or armoured vehicles. Success depends on the speed of operation.

Carrying out battle missions requires good ability to move both on foot and skis. Infantrymen are required to be in good physical condition and to have psychological perseverance and the ability to take initiative in fulfilling their tasks.

Approximately half of all conscripts called up are trained in the infantry. The versatile training is divided into several branches of training. These are:

- jaeger training
- reconnaissance and special forces training
- mortar training
- anti-tank training
- armour training and
- military police training

In all branches of training some conscripts are trained as non-commissioned officers and some as reserve officers. Learning the personal skills of a combatant and how to use modern armaments as well as leadership training is interesting and challenging.

Infantry is trained in different parts of the country.

- Jaeger Brigade, Sodankylä and Rovaniemi
- Kainuu Brigade
- Karelia Brigade
- Army Academy, Lappeenranta and Hamina
- Utti Jaeger Regiment
- Armoured Brigade
- Pori Brigade, Säkylä and Niinisalo
- Guard Jaeger Regiment

Although training varies according to where the brigadelevel unit is and what special branch the training is for, on the whole the training is the same: it aims to train an efficient combatant and his leader.



The field artillery is a versatile and technological branch of service. It has at its disposal the most modern equipment, such as target acquisition equipment, laser distance meters, thermal cameras, light amplifiers, radars and information technology in different levels of calculators, signal systems and simulators. The most important task of the field artillery is to support the infantry in battle with well-timed and precise close support fires. This is done by firing artillery pieces, armoured self-propelled guns and rocket launchers at distances up to 70 kilometres.

Men serving in the field artillery are called gunners. Gunners have the possibility of training for the task of reserve officer, non-commissioned officer or rank and file. The branch is an entity made up of leaders, signalmen, target acquisition men, reconnaissance, firing line and others in different support tasks.





Activities are often carried out as cooperation between different groups and patrols. The spirit of the gunner, which is prevalent in the branch of service comes from the awareness that the input of each and every one is equally important in order be able to reach the common goal.

However, the best professional skill is gained during exercises. Each gunner earns his spurs on the largest firing range in Western Europe at Rovajärvi in the scenic nature of Lapland.

Field artillery training units:

- Pori Brigade in Niinisalo
- Armoured Brigade in Hämeenlinna
- Kainuu Brigade
- Karelia Brigade
- Army Academy in Hamina

## Ground-based air defence

Air defence units protect the combat forces as well as military and civilian targets from enemy air raids. Units are equipped with surface-to-air-missiles and air defence guns as well as command and control and surveillance instruments. Air defence missiles are efficient and technologically demanding systems. They form the brunt of regional air defence. The ITO 12 (Nasams) and ITO 90M (Crotale) missile systems are used to protect important regional targets and the most important formations and military installations. The ITO 05 and ITO 05M and ITO 15 missile systems are well adapted for protecting combat troops. Projective anti-aircraft weapons add to the protection provided by missile air defence. The size of the projectile anti-aircraft weapons varies from the 12.7 mm anti-aircraft machine gun to the 35 mm antiaircraft cannon.

An advanced command and control system is used to lead combat. This means situational awareness can be created and the use of fire be led in real-time.

Rank and file and section leaders of the air defence branch are trained in Parolannummi, Vekaranjärvi and Rovaniemi and reserve officers in Hamina.

Air defence as a branch offers tasks that are technologically challenging to both those in rank and file and those in positions of leadership. Command and control (C2) and weapons systems are now technically more demanding. That is why there is a greater need for people with an education in electronics.

A special group needed in all air defence brigades is people with experience of RC model air planes to fly remote controlled target drones. If you are interested in these types of duties, please let your superiors know by the time you start your service in a brigade-level unit that trains conscripts in air defence.

- Ground-based air defence training units:
- Jaeger Brigade in Rovaniemi
- Karelia Brigade
- Armoured Brigade in Hämeenlinna



## Signals D

The task of signals units is to build and maintain connections for command and control, reconnaissance and fire control. Connections are achieved using modern signal systems and instruments that include communications systems, regional signal troops as well as digital field radios. Signals units establish, maintain and protect their echelon's command posts and are responsible for moving and maintaining them. Command posts are established either on vehicles or in movable containers and the information systems that they contain enable situational awareness and the effective leadership of troops. The signals branch offers interesting tasks for those interested in making use of possibilities provided by technology in different crisis conditions. Although training in communication and information technology is considered an extra bonus for those applying into the signal branch, it is not essential.

Signals NCO's are trained in the same brigade-level units as rank and file. Reserve officers are trained at the Army Academy's Reserve Officer School in Hamina and in the Army Academy's Armour School in Hämeenlinna.

- Signals systems training units:
- Jaeger Brigade in Sodankylä
- Guard Jaeger Regiment in Helsinki
- Pori Brigade in Säkylä
- Karelia Brigade in Valkeala
- Kainuu Brigade in Kajaani
- Armoured Brigade in Hämeenlinna and Riihimäki
- Long-range radio training units:
- Karelia Brigade
- Kainuu Brigade
- Jaeger Brigade
- Pori Brigade
- Utti Jaeger Regiment



Engineers are the workmen of the battlefield. Their tasks are extensive and diverse, and include combatant tasks. Engineers mould the operating environment so that it is to the advantage of their own troops and limit the effects of the enemy and circumstances. The engineer branch trains conscripts to be engineers, explosive ordnance disposal (EOD) experts and CBRNe specialists. Some of the engineers are trained to work as mechanics and drivers of various machinery and to be special equipment operators. Engineers are trained by the Army in the Kainuu Brigade, the Pori Brigade, the Armoured Brigade, the Karelia Brigade, the Reserve Officer School and by the Navy in the Nyland Brigade.

The task of the engineers is to slow the movement of the enemy by laying mines and by destroying roads and bridges essential for the operations of the enemy. To aid the movement of own troops, engineers clear mines, maintain the roads in good condition and, when needed, build bridges and roads that are suitable for field conditions. Pontoon and bridge equipment can also be used to cross waterways. Those who are trained for Explosive Ordnance Disposal (EOD) become specialised in clearing demanding target areas. Most rank and file and leaders that train to become engineers complete a blasters certificate.

- Engineer training units:
- Karelia Brigade
- Kainuu Brigade
- Pori Brigade in Säkylä
- Armoured Brigade in Hämeenlinna
- Nyland Brigade (Navy)
- Army Academy in Hamina

## CBRNe defence D

CBRNe is part of the engineer activities. The objective of CBRNe training is to provide combatants with readiness to survive when within the sphere of influence of chemical, biological, nuclear and incendiary weapons. Training includes CBRNe surveillance and reconnaissance, protection and decontamination as well as rescue activities. Rescue training includes a fire fighting and rescue course, which earns participants a certificate equivalent to that of the Finnish National Rescue Association's course. In addition, training is also given in smoke diving and first aid skills. CBRNe training is of use also in the civilian sector, in firefighting and rescue duties. If you are willing to serve in CBRNe duties you should make this known at the call-up. Conscripts to be trained in the CBRNe troops and persons going on crisis management missions are trained in the Pori Brigade. All other brigade-level units that train engineer branch conscripts (excl. the Army Academy) also train conscripts for CBRNe reconnaissance and rescue sections.



A pontoon bridge built by engineers.



## Military police >

Military police are trained in the Defence Forces. Their task is among other things the security surveillance of military installations and maintenance of order as well as traffic supervision and direction.

In addition to the basic training of a combatant, military police also gain knowledge and skills that can be compared with the training of a civilian police or guard. These are e.g. knowledge and skills relating to the use of force. Military police training is of use when applying for posts in the aforementioned professions.

As training progresses, the military police serve in guarding tasks in the garrisons. Here also, the aim is a high-quality combatant. At the same time, the tasks of military police in times of crisis also become familiar. Those to be trained as military police are selected from among the brigade-level units.

Due to the nature of the tasks, military police are required to be in good physical and mental condition. In addition, those in military police training must have an irreproachable background. The service period for military police to be trained as leaders is 347 days and 255 days for regular military policemen.

## Logistics **>**

Logistics units maintain the capability of the troops. In order to protect their own activities, logistics units are capable of infantry combat measures.

In order to maintain capability, logistics replenishes and maintains materiel, transports, provides combatants with medical care in the field and maintains the capability of soldiers by means of support services. Resupplying includes among other things the storage of munitions and fuel and lubricants and their distribution to the troops. Maintenance includes e.g. maintenance and repairing of weapons and vehicles. Transportation moves materiel and troops to the right place at the right time. The task of the medical corps is to provide care and treatment for the injured, ill and wounded as well as to evacuate them to a treatment facility. Logistics services also include providing rations and water for the troops.

The training equipment of logistics includes the newest heavy trucks, trailers and load-handling equipment, road tractors and container trailers, all-terrain vehicles (quad bikes), different kinds of containers, maintenance vehicles and modern repair equipment. The medical corps has modern field medicine stations and ambulances. Logistics' command and control equipment has been updated to meet demands relating to the administration of the order-delivery chain and as well as the demands of the modern-day battlefield.

You can specialise in logistics also elsewhere than in the logistics troops. Logistics tasks are included in the tasks of wartime personnel in all branches and services. Logistics training for rank and file and NCOs is given in all brigade-level units. Logistics training for reserve officers is provided at the Reserve Officer School in Hamina. It is definitely a good idea to apply for a placement in



logistics already at the call-up, if you are interested in a technical and versatile training environment, if you have a professional degree in a logistics-related subject or if you are studying in the field of technology (metal, machinery or electronics), transportation or logistics, or if you intend to apply to study in this field after your military service. If you have a degree in health care or medicine, military medical training offers an excellent opportunity to gain experience in emergency field medicine. At the end of military service, you receive a service certificate stating your tasks, which will be of use to you in the future.

- Logistics branch conscripts are trained at the
- Kainuu Brigade (Kuopio Logistics Battalion)
- Karelia Brigade (Karelia Logistics Battalion)
- Armoured Brigade (Parola Logistics Battalion)
- Pori Brigade (Varsinais-Suomi Logistics Battalion)
- Guard Jaeger Regiment
- Jaeger Brigade
- Army Academy
- in the brigade-level units of several different branches and services.



## Driver training >>

The Defence Forces train around 3,000 conscripts annually to become military drivers of heavy vehicles. The Defence Forces is thus by far Finland's largest driving school. Driving licence instruction is given for C1, pvC, C, CE and D licences. Basic level (280 hours) and expedited basic level (140 hours) professional training is also given. Some of those in driver training also receive ADR training for transporting dangerous substances. Training is given in nine brigade-level units.

Drivers are needed in all troops. To be chosen for driver training you have to have at least a basic level B licence that has been valid for a mini-mum of three (3) months at the time of selection for training. Your health has to be such that it fulfils the requirements for a C/CE licence (you can check this at e.g. finlex.fi, Ajokorttilaki/ Act on Driving Licences, Chapter 18 (only available in Finnish)). To be chosen for the training you cannot have committed any serious traffic offences during the last two years. It is to your advantage, but not imperative, that you already have a basic degree in logistics or forest machinery (equiv.) and/or a professional bus, combination or lumber driver's degree and a valid C/CE licence. Professional competence training and possible work experience in the field is also to your advantage. In any case, it is important that you are interested in the demanding, responsible and exacting task of military driver. Don't be afraid of the responsibility. You will do fine if you have regular common sense and are careful. The service time for military drivers (C, CE and D licences) is 347 days.

Brigade-level units need also other kinds of drivers than the heavy vehicle drivers mentioned. Conscripts are also trained for other than actual military driver tasks in different units, where they learn to drive Defence Forces vehicles in relation to their own wartime task. You can be trained to drive e.g. the following vehicles: cars and off-road vehicles, emergency vehicles, tractors, snowmobiles, all-terrain vehicles (quad bikes) and off-road motorcycles. Many runners receive off-road motorcycle driver training, for example. Rank and file combatants receiving this training usually serve for the same amount of time as soldiers carrying out the force's main task. Note that those trained as ambulance drivers take the C1 licence and emergency driving course, but do not gain basic level professional competence.

The professional competence training given to military drivers in the Defence Forces is valid also after military service in civilian life, on certain conditions. If you are chosen for C licence training, your training must include expedited basic level professional competence training (140 hours), or for CE licence training the training must include basic level professional competence training (280 hours). After finishing the training and completing your military service impeccably you can apply for corresponding professional competence from the police authorities either directly after finishing your service or when you reach a certain age. You will learn more about this during the training.

The Defence Forces also train some conscripts to be bus drivers. In order to apply to this training you have to have completed at least basic level professional competence training for goods traffic drivers (280 h) at a civilian vocational school before military service. Selected people receive extended professional competence training for passenger traffic.

In other words, the Defence Forces' military driver training provides professional competence for drivers, which supports finding work after military service. This is not a vocational degree, however, but rather a driving permit in accordance with the act on the professional qualification of truck and bus drivers (273/2007). Many employers consider the Defence Forces' military driver training to be a very good merit in employee selections. As a rule, these drivers have gained very high quality training and experience. In addition to this, their reputation for taking good care of their equipment and being reliable professionals who are not afraid of hard work has already been noted by employers as well as the press. Military driver training is also useful when applying to continuing education in the transportation field after military service.

For more detailed information contact your Regional Office or the brigade-level unit that you would like to do your military service in.

Transportation and logistics are important components of Logistics.







The Navy is responsible for the surveillance and maritime defence of the sea and coastal areas, for securing sea lines of communication and leading the protection of maritime traffic. The Navy provides executive assistance to other authorities and supports them in securing the vital functions of society. The Navy is responsible for participation in crisis management operations assigned to the naval forces and other international tasks assigned to it. The Navy acts as a territorial surveillance authority. The Navy steers and monitors military seafaring and measures to promote and ensure it by participating in cooperation between maritime actors, for example.

The Navy comprises naval and coastal units. Naval striking force is composed of surface and mine counter-measure squadrons equipped with fast attack missile craft, minelayers and coastal minelayers as well as mine counter-measure vessels. The coastal troops include e.g. coastal jaeger, maritime intelligence, coastal missile and coastal engineer units. Navy combat divers answer for the maritime element of the Finnish special forces.

The only Finnish Defence Forces unit that uses the Swedish language in training is the Navy's Nyland Brigade, which trains conscripts for coastal unit duties. The Nyland Brigade also provides international training on its Amphibious Task Unit courses. Those who have passed the Brigade's international training can participate in international exercises as conscripts or reservists.

Challenging circumstances, demanding tasks requiring independent initiative as well as the international operational environment make service in the Navy popular. The Navy's almost one hundred different leadership or rank and file duties in conscript training offer something for everyone.

## Conscript training in the Navy

Conscripts enter naval service in January and July. The basic training is carried out either in the Coastal Brigade or the Nyland Brigade. In the Coastal Brigade, conscript training is provided in Upinniemi in Kirkkonummi. The training provided by the Nyland Brigade takes place in Dragsvik, in Raasepori.

In the course of the basic training period, all conscripts receive the standard basic training of a combatant. After this, training is divided into specialised training in naval and coastal troops.

In the Navy, a large part of the conscripts are trained as specialists whose service is at least 255 days. The service period for those in training to become officers, NCOs and for special rank and file (military boat and C and E class drivers) is 347 days. All those in training to become officers for the Navy and most of those to be trained officers for the coastal troops receive their reserve officer training at the Naval Academy in Suomenlinna. Training for reserve officer students is divided into training for naval and coastal forces. All troops receive the same leadership, instructor and tactics training. Naval reserve officers gain the basic knowledge and skills in seafaring and seamanship required for steering a small vessel. The coastal forces' programme is divided into maritime surveillance and maritime reconnaissance. Maritime surveillance teaches basics in maritime surveillance and fire control. Those trained in maritime reconnaissance gain basic skills in reconnaissance patrolling and observation in demanding coastal conditions.

Part of the officer training in the special fields of the coastal troops is carried out in programmes of the Army at the Reserve Officer School in Hamina. Such fields include for example the military police, rifle, mortar training, anti-tank training and engineer training branches.

#### For instructions for applying to the diving course see page 54

#### Naval troops

The service places of the naval troops are among the naval vessel units. Naval training begins with a basic training period in the Coastal Brigade. The actual service aboard is carried out aboard the vessels of the Coastal Fleet in Pansio (Turku) and Upinniemi (Kirkkonummi).

The requirement for entry into service aboard as well as diver is fitness class A. Those in training for tasks on deck and those applying to naval training on the Naval Reserve Officer Course must have normal colour vision and vision must without eyeglasses be at least 1.0 in the better and 0.5 in the lesser eye.

Radio communications men, machine engineers and ship's cooks are required to have at least 0.2/0.2 vision without eyeglasses and 0.8/0.2 with eyeglasses. Those chosen for service aboard cannot be prone to sea sickness, severe lactose intolerance or coeliac disease. The Navy's health regulations have been published in the Defence Forces' current health examination guidelines (Terveystarkastusohje, TTO 2012 (in Finnish), puolustusvoimat.fi or google: "Terveystarkasusohje", pp 39-41).

After basic training in Upinniemi, the special training phase begins in Pansio (Turku). During the first three

weeks the training focuses on general training for navy soldiers. After this the special training phase continues aboard vessels in Pansio and Upinniemi.

## Coastal troops

Coastal troops are given versatile training year-round in the demanding conditions prevailing in the archipelago and the territorial waters. There are coastal troops service places in all naval brigade-level units that provide conscription training. During the basic training period, conscripts are taught all the basic skills of a soldier, the activity of the individual combatant and a pair of combatants within a group.

The special training period for those serving in the coastal troops lasts nine weeks, during which time they specialise in one specific crisis task and gain the knowledge and skills of the branch. The requirements for entry into training are largely the same as in corresponding duties in the Army. Some of the NCO training in the coastal troops as well as the special training of the rank and file, such as e.g. logistics NCO training, is given on courses provided by the Army.

## Coastal jaegers are trained in the Swedish-speaking Nyland Brigade

The physically and mentally demanding coastal jaeger training is given at the Nyland Brigade in Raasepori. Versatile training is provided in a maritime environment with modern equipment. The coastal jaegers move through the archipelago by e.g. Jurmo and Jehu class landing craft and fast raiding craft. The brigade also provides international crisis management training on the Amphibious Task Unit (ATU) Course. Boatmen, coastal missile specialists and coastal engineers are also trained at the Nyland Brigade. Those aiming to become boatmen must have normal hearing, normal colour vision and their vision without eyeglasses must be at least 1.0 in the better and 0.5 in the lesser eye. Training in the Nyland Brigade is carried out in Swedish but commands are given in Finnish.



The dark green beret is one of the most famous berets in the world. The President of the Republic granted the coastal jaegers the right to wear the green beret in 1980 to show the demanding and special nature of the coastal jaeger training. This beret is one of the insignia that must be earned, and sweat is not the only thing it takes to earn it. You can also lose the beret through conduct not befitting a soldier.



# **Air Force**

The Air Force is responsible for the continuous surveillance and security of Finland's airspace. Violations of airspace are prevented by force if necessary. In addition, the Air Force supports the activities of other authorities, such as the police and rescue services, and participates in international missions. In wartime the main task of the Air Force is defending Finland's airspace with fighter aircraft.

The Air Force trains pilots and other staff for peace and wartime duties in airbases, radar stations and command centres. The Air Force offers a rewarding way of carrying out military service for those interested in flying, technology, transportation or military police work. After military service, you may even find your future profession in the Air Force.

## Military service in the Air Force

The Air Force annually trains approximately 1,300 conscripts for air defence tasks. Half of these are trained in the Air Force Academy in Tikkakoski. Conscript training is also provided in the Satakunta Air Wing in Pirkkala, the Karelia Air Wing in Rissala. Conscripts serving in the Lapland Air Wing in Rovaniemi serve under the administration of the Jaeger Brigade. It is possible to enter military service in the Air Force either by applying separately (through so-called special forces application) or through the call-ups. Both of these possibilities can lead to the career of an NCO or officer, which means that your service location can also become your future workplace!

Service begins in January or July. During the basic training phase, all conscripts receive the same basic training

of a combatant as in all services. After this the training diverges according to tasks. The service periods in the Air Force are 165, 255 or 347 days. Training for leadership tasks always lasts 347 days. It is possible to be accepted onto the Air Force Reserve Officer Course from all NCO courses. The Defence Forces' leadership training is highly regarded in the civilian labour market.

Women can apply for voluntary military service through selections or special forces application. Women applying to the special forces fill in the special forces application form and send their applications along with appendices to their own Regional Office.

## Military service in the Air Force through the call-up

Those who have entered military service in the Air Force through the call-up are trained to be leaders and rank and file in the wartime troops of air-bases and radar stations. Rank and file are trained for among others the tasks of, military police and signalman. Leaders for among others airbase signal troops and CBRNe troop sections are trained on the NCO course.

## *Military Service in the Air Force by application*

Conscripts serving in the Air Force special forces get to fly, repair aircraft, monitor the airspace, lead fighters in the sky or drive a truck.

Application to the special forces takes place about half a year before service begins. The following special forces courses are arranged in Tikkakoski: Pilot Reserve Officer Course, NCO Aircraft Maintenance Programme, NCO Command Centre Programme and Military Driver Course.

The service period for the special forces courses is 347 days, and with the exception of rank and file driver training, this always includes completing the NCO or Reserve Officer Course (conscript leadership training). When applicants are accepted onto a special forces course, the Regional Office will change their service location to the Air Force Academy, regardless of what service location was assigned in the call-up

Up-to-date information on special forces application procedures can be found on the Air Force Academy's website at ilmavoimat.fi/ilmasotakoulu or by telephone from the Air Force Academy selection officer, tel. 0299-257-114 (NCO Command Centre Programme and Military Driver Course) or 0299-253-121 (Pilot Reserve Officer Course and NCO Aircraft Maintenance Programme).

For more information on how to apply to the Air Force's special courses see pages 58-61.



# **Border Guard**

Operating under the Ministry of the Interior, the Border Guard is a modern, cooperative and internationally renowned centre of expertise in border security and maritime rescue issues. The core functions of the Border Guard are border surveillance, border checks, crime prevention, maritime safety, maritime environmental protection, international cooperation and national defence.

The Border Guard functions on land, at sea and in the air, providing security in all conditions.



The task of the Border Guard, which is subordinate to the Ministry of the Interior, is maintaining border security. The most important tasks are monitoring the borders on land and in territorial waters as well as passport control at border crossing points and in seaports and airports. The Border Guard leads maritime rescue services, carries out search and rescue tasks, as well as the urgent transportation of patients. The Border Guard is also responsible for maintaining public order and safety at border crossings in cases when the Police is unable to do so. On occasion, the Border Guard can also perform urgent tasks related to maintaining public order and safety that the Police is not immediately able to perform. In parallel with the Customs Service, the Border Guard carries out customs surveillance along the borders of Finland and at such border crossings where the Customs Service has not organised customs surveillance. The Border Guard has the authority to investigate crimes that it detects in its field of duty and if necessary it submits these for consideration of charges. The Border Guard has a military organisational structure. It consists of the Border Guard Headquarters, four border guard districts, two coast guard districts, the Air Patrol Squadron and the Border and Coast Guard Schools. The Border Guard employs about 2,800 people.

Defending the nation has always been an important task of the Border Guard, a task which it carries out in cooperation with the Defence Forces. Border control, i.e. patrolling the national border and territorial waters is at the same time the surveillance of territorial integrity. The Border Guard also trains conscripts for crisis duties.

## Military service in the Border Guard through the call-up

The North Karelia and Lapland Border Guard Districts train reconnaissance men in the border jaeger companies in Onttola and Ivalo for the wartime and emergency situation duties as border guard reserves. Entry into training takes place through the call-ups. The Border Jaeger Company of the North Karelia Border Guard also trains women who have applied for voluntary military service.

All conscripts receive e.g. weapon and firing training, reconnaissance, ranger, wilderness skills and engineer training. In addition, all conscripts receive training for border guard duties, which enables carrying out the main functions of the Border Guard in times of crisis or if necessary already in peacetime. Training is challenging, especially physically, so those applying to serve in the Border Guard are expected to be in good condition when entering service. Conscripts that are trained to become reserve officers are sent to the Reserve Officer School in Hamina. Reserve NCOs are trained on the Border Jaeger Companies' own NCO courses. NCOs are trained as combat rescue (medical NCO), engineer, weapons and combat runner NCOs.

Rank and file are trained on the following special courses:

- marksman's lookout
- combat rescue NCO (medic)
- signal
- engineer
- all-terrain carrier and quad bike driver
- runner, including snow mobile or motorcycle training
  - More information on military service in the Border Guard will be available at the call-up and the Border Guard website at raja.fi.

#### Applying for special forces training in the Border Guard

The Border Guard's special border guard training is provided by the Border and Coast Guard School's special border company in Immola in Imatra. One contingent is accepted annually in July based on applications and entrance exams held on an annual basis from January to February.

Further information and instructions for applying to the special forces and branches under the heading Special Border Jaeger (p. 55).





# Special forces and special tasks

## Applying to join the special operations forces

You must apply separately to join the special operations forces. In other words, no-one is ordered directly through the call-ups to serve in the special operations forces. For those who have applied to serve in them, a reserve posting is determined at the call-up, in case they are not selected to join the special operations forces. Special operations forces are e.g. paratroopers, divers, special border jaegers, the Finnish Rapid Deployment Force, military bandsmen and most Air Force courses, electronic warfare personnel and athletes. Contrary to the application instructions, women should send special forces application forms to their own regional office within the application phase, and not directly to the special force in question.

You must report for service in accordance with the information stated in the call-up order given you at the call-up. In other words, even if you have applied to be accepted into special training, you must report for duty at the service location marked in your order to enter service. Before conscription you can ask about the different tasks at the regional offices, and during your service you can ask the commander of your company-level unit.

## Applying for special tasks

In special tasks, the aim is to train conscripts, who have a university or equivalent degree or who are far along enough in their studies or otherwise have the required skills, for wartime duties that correspond with their field or specialisation. In special tasks you get to use and develop your own area of speciality and in return your time as a conscript will pay off later in your studies and your working life. Special tasks are available for those who are studying or have completed studies in communication, graphic design, technology, IT, environmental studies, theology, medicine and law, among others. Especially in the near future the Defence Forces will be looking for photographers, graphic designers, journalists, IT support and programmers. Cyber tasks are the most recent addition to the list of special tasks on offer. The need for trainees and instructions for applying are published on the Defence Forces' website (varusmies.fi/erityistehtavat), in the Ruotuväki bulletin, as well as using other e.g. professional channels. Instructions for applying are found on the Defence Forces' website (varusmies.fi/erityistehtavat). Those chosen for leadership training can apply to special tasks while still on the NCO or Reserve Officer Course. Application for special duties is open to all conscripts. Applicants' special skills are tested at the selection event or in another interview. Those chosen for special tasks for rank and file, transfer to their tasks as soon as the basic training phase is completed. Those selected for leadership training transfer to special tasks as conscripts leaders after undergoing leadership training (NCO or Reserve Officer Course).

In addition to this, brigade-level units may also offer the possibility to serve in special tasks in one's own brigade level unit or e.g. in the conscript committee. Applying for local tasks is specific to the brigade-level unit.

## Special forces: Paratroopers

The special operations forces of the Army are trained in the Utti Jaeger Regiment. The Special Jaeger Battalion's Paratrooper Company trains conscripts that have applied and been selected to become paratroopers in the special forces of the reserve of the Army.

Soldiers in the special forces are physically and mentally fit soldiers that are capable of operating as small groups in very demanding conditions. These soldiers show judgement and initiative, and are capable of putting the interests of the group before his/her own interests.

Paratrooper training is challenging both mentally and physically. Conscripts that have applied and been accepted into paratrooper training receive basic training in special forces' reconnaissance and combat duties. The special features of this type of training are versatile weapons, marksmanship and combat training, parachute training and joint action with helicopters. Paratrooper training is the basic training of a special forces' soldier. All paratroopers are trained at least as an NCO and about 20 % are trained to become reserve officers on the Reserve Officer Course arranged at the Utti Jaeger Regiment. If you have completed your military service, you can apply to become a special jaeger. Special jaegers are trained for more demanding tasks in the special forces.

The Paratrooper Company takes only one contingent per year. Paratroopers begin their service in July and serve for 347 days. There is an entrance exam where 50 to 80 of the most suitable applicants are chosen. Preselection takes place based on applications. Those who pass the pre-selection are called to a two-day entrance exam in January. The entrance exam includes physical and psychological aptitude tests, interviews and a medical exam. Women who are applying for voluntary military service can also apply for paratrooper training. The admission criteria are the same for men and women.

#### Requirements for becoming a paratrooper are:

- good physical condition and health
- fitness for service, class A
- vision at least 1.0 in each eye without glasses (if you need to use eyeglasses you cannot be accepted into the school)
- normal hearing
- the ability to swim at least 200 metres
- fair skiing skills

Eliminating factors are difficult skin diseases, allergies demanding medical treatment, unkempt teeth or dentures, limbs that have been broken within the previous year or difficult joint injuries, a criminal record or legal punishments (theft, embezzlement, drunken driving, assault etc.).

The following documents must be included in the application:

- an application to the special operations forces
- a medical certificate dated no earlier than 1 August (print the form from the Defence Forces' website and take it with you to a civilian physician, other medical examination forms are not accepted)
- > a copy of your latest school report card
- a certificate of a completed supervised 12 minute running test dated no earlier than 1 June
- we recommend that women take part in the selection events for women arranged by the Regional Offices before applying for paratrooper training (determination of grade of fitness for service, general information on military service)

## women must include an application for voluntary military service

Application documents are sent in the year preceding entry into service. You can send your application and forms already before the call-ups taking into consideration the aforementioned dates. The result of entrance exams is in force only until the next contingent is called up.

Instructions for carrying out physical tests and the required scores, forms needed for applying and additional information is found on the Defence Forces' website. Applications must be sent at latest on 6 December to:

#### Utti Jaeger Regiment Selections Secretary P.O. Box 5, 45411 UTTI

You can apply to be admitted into paratrooper training even if you have started your military service in some other brigade-level unit. If you do apply and are accepted into paratrooper training, your military service will be put on hold. You will be ordered on leave until the next paratrooper course begins. Even though you have already done part of your military service, this does not count when you are accepted into paratrooper training. Paratrooper training always lasts 347 days.

#### For more information: varusmies.fi



## Divers

The Navy Diving School trains FDF divers in the Coastal Brigade in Upinniemi. Trainees are selected for the course annually based on two-phase entrance examinations. In the first phase in week 35 (4 days) physical capability is tested and applicants undergo a medical examination. In the second phase in week 40, applicants who have passed the first phase undergo extensive aptitude testing and are interviewed (2 days). The applicants' fitness class must be A. The requirement concerning vision is 1.0 in both eyes and normal colour vision. Previous diving experience is not required.

The Diving School trains for combat diving and EOD tasks. The training takes place every other year so that combat divers are trained during even-numbered years and EOD-specialised divers during odd-numbered years. On the diver course all diver conscripts receive training to NCO level at least. During conscription diving days amount to around 60. A separate reimbursement is paid for diving.

Entrance into service takes place annually with the January contingent. Applications should arrive at the Diving School by 31 July at the latest. The application must include an application to the special operations forces (available on the Internet or your local Regional Office), a medical certificate or a copy of it (Defence Forces form: medical certificate on your state of health) or T certificate (from your own municipal health centre) and a copy of your latest school report card. Women



must also attach an application for voluntary military service. It is not necessary to have a medical certificate stating fitness for diving.

You can apply to the diving course also after you have entered service. Ask for more information from the Diving School or your own company-level unit.

Further information is available from the Navy's Diving School, tel 0299-325-502, the Regional Offices and the Navy's website *puolustusvoimat.fi->Varusmiehille->Erikoisjoukot ja erityistehtävät->Sukeltajat.* 

Diving School P.O. Box 5, 02471 UPINNIEMI sukeltajakoulu.rpr@mil.fi

## Special border jaeger

The Border Guard's special border guard training is provided by the Border and Coast Guard School's special border company in Immola in Imatra. Motivated, physically and mentally balanced and strong people are accepted for training. One contingent is accepted annually in July based on applications and entrance exams held on an annual basis from January to February. Entrance exams include physical and psychological aptitude tests and a medical exam. All special border guards are trained to be reserve NCOs at a minimum. Approximately 10 special jaegers from each contingent are trained as reserve officers at the Utti Jaeger Regiment in Utti. Special border guards are trained to perform the Border Guard's most demanding border safety, reconnaissance and strike force duties in times of crisis and war.

The training is versatile and challenging because it aims to prepare trainees to work as part of an emergency conditions unit. Proximity to the border and its special features are typical characteristics of the operational environment.

Entrance requirements:

- good physical condition and health
- fitness for service, class A
- visual acuity minimum 0.7 in both eyes
- without glasses (glasses should not be necessary)
- normal colour vision, normal field of vision
- normal hearing
- the ability to swim at least 200 metres
- reasonable skiing skills

Eliminating factors include difficult skin diseases, allergies demanding medical treatment, other prolonged, severe diseases requiring regular medication, unkempt teeth or dentures, limbs that have been broken within a short period of time or difficult joint injuries and a criminal register or acts that have led to punishment (theft, embezzlement, assault etc.).

#### Applying:

- > application to be a special border guard
- a medical certificate that is less than three months old: Defence Forces medical examination form or T certificate (top part) are accepted, a youth health form is not
- a copy of your most recent school report or a transcript of your upper secondary studies that show all the courses you have done in upper secondary including your grades.
- Additional information, application forms and instructions for application are available at raja.fi/varusmies, or the Border and Coast Guard School, tel. 029-542-9000, email: erikoisrajajaakari@raja.fi, or from Regional Offices.

Your application with appendices must arrive by 6 December the year before you are to start your service. Applications should be sent to the following address:

Border and Coast Guard Academy Special Border Guard Company Selections Secretary Niskapietiläntie 32 D 55910 Imatra

## Finnish Rapid Deployment Force

The Finnish Rapid Deployment Force is an Army special operations force that aims at training a high-quality, internationally interoperable battle group. Rapid deployment force units are primarily trained to defend Finland, in addition to which conscripts serving in these troops also receive special training for military crisis management tasks during an international phase held at the end of the 347-day military service phase.

## Training

The units in training are internationally compatible and they are trained based on both national training requirements and criteria set for NATO's combat forces. This ensures the high quality of the training and the good combat-efficiency of the forces. In addition to defending their homeland, conscripts who have undergone Finnish Rapid Deployment Force training are ready to participate in international crisis management tasks where conscripts are able to practice the required skills as part of a multinational force in an international exercise.

According to contingent, rapid deployment force training produces units for different branches, such as jaeger, combat engineer, logistics, support, headquarters, signals and mortar companies.

A conscript in international rapid deployment force training wears a gold beret emblem. The right to bear the emblem is earned in a demanding beret emblem test towards the end of military service. All those accepted into rapid deployment force training receive leadership training either on the NCO or Reserve Officer Course.

## Selection criteria

Requirements for applicants to the Finnish Rapid Deployment Force

- Fitness for service classification A,
- At least satisfactory skills in the Finnish language,
- Capacity to withstand psychological pressure,
- Good physical condition,
- At least satisfactory skills in the English language (good grade in English in comprehensive school),
- At least a Class B driver's licence (all phases completed by the beginning of service)

#### Applicants cannot have

- A criminal record,
- A record of drunk driving or a report of three other offences,
- Chronic eczema or allergies,
- Signs of psychological disorders,
- Lactose intolerance that is easily aggravated,
- Coeliac disease,
- Locomotor system problems.

#### Of benefit to applicants

- A suitable civilian education (e.g. a driver's, carpenter's, mechanic's education or education in the medical, rescue, electrical or IT field),
- Other language skills,
- A clean traffic offence record,
- Class C driver's licence.

## Applying

Instructions on applying are found on the varusmies.fi website at: *Erikoisjoukot* > *Suomen kansainväliset valmiusjoukot*. Applications must include:

- an application to the special forces (Finnish Rapid Deployment Force),
- a copy of your most recent school report,
- a medical certificate that is less than 12 months old (Finnish Defence Forces form or T certificate),
- a free-form certificate that states the result of your latest running test and is attested by the signature of another person.

Having already received an order to enter service does not prevent you from applying for international training. Those selected receive a new order to enter service, which includes the new date of entry into service.

Applications must be sent annually by 15 January at the latest to:

Pori Brigade Application for FRDF conscript training Headquarters/Training Section P.O. Box 38 27801 SÄKYLÄ

## Selection event

The Pori Brigade conducts a pre-selection annually based on applications. Those accepted based on the pre-selection test are sent a written invitation. The selection event lasts two days and takes place in Säkylä in March or April. The event includes the following:

- A 12-minute running test
- Evacuation test
- Muscular fitness test
- (push up, sit up, long jump from standing still)
- Basic test 1
- Basic test 2b
- Interview
- English language test (as part of the interview)

The result of the 12-minute running test must be at least 2,500 meters.

The result of the evacuation test must be at least 150 meters in two minutes. The evacuee is a doll weighing approximately 55 kg.

In the three-part muscular fitness test, applicants must reach a satisfactory result with the points 2.25. The technique and points given in the test are the same for women and men.

The objective of the interview is to determine the applicant's motivation and willingness to commit to the readiness forces also after their military service. The English language test is arranged as part of the interview and it tests the applicant's vocabulary and ability to communicate in English.

In the written basic tests, the applicant's intellectual talent and characteristics are determined.

All participants in the selection tests, also those who were not chosen, are informed of the results in writing during the month of May.

For more information relating to selection tests you can e-mail koulutusala.porpr@mil.fi or telephone the numbers 0299-441-259 and 0299-441-262.

## Electronic warfare training

In modern-day warfare, focus is placed on the use of electronic systems to gather intelligence and contributing to these instead of traditional methods of warfare. The Defence Forces offer you training in the electronic battlefield of the radio and radar frequency area on land, at sea and in the air.

You can apply to be admitted to electronic warfare training after your call-up before the start of your military service by sending an application form to the Armoured Brigade, Electronic Warfare Centre by the end of January.

Admission requirements:

normal health: category A fitness for service.

It is to your advantage if you have:

- a matriculation examination or vocational degree
- Ianguage skills or the ability and motivation to learn foreign languages
- technological hobbies (e.g. amateur radio, electronics, information technology)
- skill for persistent and independent action and logical thinking and are an upright citizen



Applications must arrive at the Electronic Warfare Centre at latest on 31 January. Based on the applications, some applicants will be called to entrance exams in March the same year, those pre-selected for electronic warfare training will begin their service in the same July contingent that year.

Electronic warfare troops are trained at: the Electronic Warfare Centre in Riihimäki

The final selection for electronic warfare training is done at the end of the basic training period. Conscripts selected serve for 347 days and attend the NCO School. Those who succeed the best on the NCO course have the possibility of gaining entrance into reserve officer training. The training is practical and includes leadership of electronic warfare troops and command of systems and operator duties. The exercises will take place mainly with mobile systems in the terrain. Knowledge of cyber or network warfare is not a prerequisite nor is it included in an operator's tasks.

The basic training period (8 weeks) and NCO Course (14/21 weeks) are carried out in Riihimäki. A possible Reserve Officer Course is carried out at the Armour School in Parolannummi The special and troop training phase is carried out in Riihimäki, or in another location depending on the subject of the training.

After completing your military service, you can apply for jobs within the Defence Forces or a posting abroad in a crisis management operation.

Applications are made using the form "Hakemus erikoisjoukkoihin" (application to the special forces) (441-2257). The form is available from Regional Offices and the web page *puolustusvoimat.fi -> Asiointi -> Lomakkeet* 

Applications must arrive on 31 January at the latest at:

Armoured Brigade Electronic Warfare Training Centre P.O. Box 5 11311 RIIHIMÄKI

Write "hakemus erikoisjoukkoihin" "application to electronic warfare training" on the envelope in Finnish:

#### Electronic warfare training offers you interesting and challenging work with first class technology accept the challenge!

## Pilots

The Pilot Reserve Officer Course at the Air Force Academy opens up the possibility for an officer's career as a fighter pilot in the Air Force, helicopter pilot in the Army or a Border Guard pilot. The Course includes reserve officer training, aviation theory and approximately 40 hours of flight training on a Vinka primary trainer.

Approximately 35-40 students are selected for the training that begins in July based on applications and

entrance tests arranged once a year. The Reserve Officer Course, which begins after the basic training phase, includes a total of around 180 hours of aviation theory. The course also includes escape systems training at the Utti Jaeger Regiment, including e.g. parachuting training.

Flight service begins at the turn of the month in January-February. The aim of flight training is to determine the students' suitability for continued training to become fighter and helicopter pilots. Those who have completed the course can apply to the pilot's programme at the Military Academy.

The period of application ends on 1 December the year before service begins. Selection tests are arranged during the spring. If you have already begun your military service, it should not be completed before the pilot reserve officer course begins.

Pre-selection for the course takes place based on applications. Those who are selected will be called in the spring to psycho-physiological tests at the health centre of the closest garrison. Applicants receive the final results of the selection test approximately one month before entry into military service.

Entrance requirements:

- under 23 years of age in the year that the course starts
- at least a 3-year occupational degree or matriculation examination (also those studying in their final year can apply)
- health: category A fitness for service
- vision requirement: at least 0.5 on both eyes without eyeglasses, and with glasses at least 1.0. (Landoltin C chart, distance of 5 metres). Re-fractive error may be at most +2.5 - -1.5 diopter
- normal colour vision
- good physical condition and normal blood pressure
- mild allergies do not exclude application

To apply, use the application form "Hakemus Lentoreserviupseerikurssille" available on the Defence Forces' website: *puolustusvoimat.fi->asiointi->lomakkeet*, or from the Regional Offices.

Annexes to the application:

- a copy of your graduation certificate from upper secondary school or a vocational school and if you have studies you have not finished yet, a student card or transcript of the courses that you have completed
- if necessary, statements regarding your state of health

Applications should be sent to:

Air Force Academy
 Education and Training Centre / Selections Secretary
 P.O. Box 7, 41161 Tikkakoski

For more information:

Air Force Academy Selections Secretaries, tel. 0299 253 121 (or 0299 257 114) e-mail: ilmasotakoulu@mil.fi ilmavoimat.fi/ilmasotakoulu

# Assistant fighter or helicopter mechanics

Students on the aircraft maintenance programme of the NCO Course at the Air Force Academy are trained to do maintenance work on fighters or helicopters, i.e. for assistant mechanic duties. Assistant mechanics participate in real fighter and helicopter maintenance work in airbases. After successfully completing military service you can apply for a job as an NCO in aircraft maintenance or apply to study at the Military Academy to become an officer in the field of flight technology.

On the NCO Course, which begins after the basic training phase, you study both flight technology and leadership skills.

After the NCO Course, training continues as a fighter, helicopter, transport aircraft or UAV assistant mechanic in the Defence Forces' and Border Guard's flight units (Air Force Academy, Satakunta Air Wing, Karelia Air Wing, Lapland Air Wing, Utti Jaeger Regiment, Pori Brigade's Satakunta Artillery Regiment, Air Patrol Squadron).

Some of the students in the NCO Course's aircraft maintenance programme are admitted to the Air Force's reserve officer training.

The NCO Course's aircraft maintenance programme is arranged twice a year. The period of application for the January contingent is 1 September and for the July contingent 1 March. Approximately 65 trainees are chosen for each contingent.

Applicants approved for entrance exams are called to one-day selection tests (aptitude tests, psychological tests and physical fitness test). Selection tests are arranged in October and April. Applicants receive the final results of the selection test approximately one month before entry into military service.

#### Entrance requirements:

- at least a 3-year occupational degree or matriculation examination (also those studying in their final year can apply)
- health: category A fitness for service
- vision requirement: at least 1.0 on both eyes without or with eyeglasses, in which case the strength of the correctional lens is at most ±5 diopter (Landoltin C chart, distance of 5 metres).
- normal colour vision
- good physical condition
- mild allergies do not exclude application

To apply, use the application form "Hakemus erikoisjoukkoihin" available on the Defence Forces' website: *puolustusvoimat.fi->asiointi->lomakkeet*, or from the regional offices.

Annexes to the application:

- a copy of your graduation certificate from upper secondary school or a vocational school and if you have studies you have not finished yet, a student card or transcript of the courses that you have completed
- Air Force Academy's special forces medical questionnaire, which is found on the Defence Forces' website (puolustusvoimat.fi -> asiointi -> lomakkeet).

#### Applications should be sent to:

Air Force Academy Military Training Squadron / Selections Secretary P.O. Box 7, 41161 Tikkakoski

#### For more information:

Air Force Academy Selections Secretaries, tel. 0299 253 121 (or 0299 257 114) e-mail: ilmasotakoulu@mil.fi ilmavoimat.fi/ilmasotakoulu



# *Recognised air picture controllers and combat commanders*

In the NCO Course's control centre programme students are trained to be situation picture controllers and combat command NCOs.

After the basic training phase, training in radar surveillance and the use of air defence signal systems, as well as leadership skills continues on the NCO Course.

After the NCO Course, training continues as air picture and combat controllers in the control centres of the Air Force's Sector Operations Centres, where trainees participate in forming a real-time recognised air picture or leading fighter aircraft in the air. Some NCO Course graduates transfer to work as air picture controller assistants in the control centres of the Sector Operations Centres of the Lapland and Karelia Air Wings and some stay at the Air Force Academy as instructors on the NCO Course.

After successfully completing your military service you can apply for available NCO posts in the control centre field or apply to the Military Academy's command and control training programme and an officer's career.

The NCO control centre programme is arranged twice a year. The period of application for the January contingent is 1 September and for the July contingent 1 March. Approximately 15 trainees are chosen for each contingent.

Applicants approved for entrance exams are called to one-day selection tests (aptitude tests, psychological tests and physical fitness test). Selection tests are arranged in October and April. Applicants receive the final results of the selection test approximately one month before entry into military service.

Entrance requirements:

- at least a 3-year occupational degree or matriculation examination (also those studying in their final year can apply)
- health: category A fitness for service
- vision requirement: at least 1.0 on both eyes without or with eyeglasses, in which case the strength of the correctional lens is at most ±5 diopter (Landoltin C chart, distance of 5 metres).
- normal colour vision
- good physical condition
- mild allergies do not exclude application

To apply, use the application form "Hakemus erikoisjoukkoihin" available on the Defence Forces' website: *puolustusvoimat.fi->asiointi->lomakkeet*, or from the regional offices.

Annexes to the application:

- a copy of your graduation certificate from upper secondary school or a vocational school and if you have studies you have not finished yet, a student card or transcript of the courses that you have completed
- Air Force Academy's special forces medical questionnaire, which is found on the Defence Forces' website (puolustusvoimat.fi -> asiointi -> lomakkeet).



Applications should be sent to:

Air Force Academy
 Military Training Squadron / Selections Secretary
 P.O. Box 7, 41161 Tikkakoski

#### For more information:

 Air Force Academy Selections Secretaries, tel. 0299 253 114 (or 0299 257 121)
 e-mail: ilmasotakoulu@mil.fi

## Military drivers

Trainees on the Military Driver Course at the Air Force Academy are trained for versatile transportation tasks. All drivers receive combination driving training. After the Military Driver Course, service continues in the Air Force's brigade-level units (Air Force Academy, Satakunta Air Wing, Karelia Air Wing, Lapland Air Wing) or in the Utti Jaeger Regiment.

After the basic training phase military drivers receive combination driving training and the foundation for independent driving tasks. Trainees receive driving licence training and basic level professional competence training. This allows for the possibility of gaining a BECE licence before the age of 21 and the prerequisites for working as a driver.





Training includes e.g. pre-emptive and economical driving, loading, information on occupational safety and first aid training. Most drivers also gain preparedness for working on an airfield in tasks relating to refuelling, cleaning, maintenance and repair and transportation.

In the brigade-level units, training includes familiarisation with forklift and motorised machinery, terminal functions, special transportation, driving in the terrain and aiding a vehicle in difficult conditions. The training also includes 20 hours of driving training for professional competence.

Those who complete driver training receive an ADR licence for the transportation of dangerous goods, occupational and road safety 1 instruction, forklift driving training and a digital tachograph card. Some of the trainees also receive training in driving motorised machinery.

If you already have a basic level professional qualification, you will receive versatile continuing training in transportation, experience of driving special vehicles and the possibility to take the courses mentioned above, if you have not already passed them all. In addition to this you also have the possibility of taking the continued training courses under the professional driver directive.

The Military Driver Course is arranged twice a year. The period of application for the January contingent is 1 September and for the July contingent 1 March. Approximately 60 trainees are chosen for each contingent. Selection interviews are arranged in October and April. Entrance requirements:

- basic education syllabus completed
- at least a valid category B driving licence and advanced driving training completed
- state of health: satisfies the requirements set for obtaining a CE category driving licence (Act on Driving Licences, Chapter 18, driving licence health requirements, group 2 (386/2011))
- no aggravated traffic offences committed in the past two years
- no allergies that prevent you from handling fuels

To apply, use the application form "Hakemus erikoisjoukkoihin" available on the Defence Forces' website: *puolustusvoimat.fi->asiointi->lomakkeet*, or from the regional offices.

Annexes to the application:

- a copy of your graduation certificate from upper secondary school or a vocational school and if you have studies you have not finished yet, a student card or transcript of the courses that you have completed
- the Air Force Academy's special forces medical questionnaire, which is found on the Defence Forces' website (puolustusvoimat.fi -> asiointi -> lomakkeet).



#### Applications should be sent to:

Air Force Academy Military Training Squadron / Selections Secretary P.O. Box 7, 41161 Tikkakoski

For more information:

Air Force Academy Selections Secretaries, tel. 0299 253 114 (or 0299 257 121) e-mail: ilmasotakoulu@mil.fi ilmavoimat.fi/ilmasotakoulu

## Military bandsmen

The Defence Forces Conscript Band, which is part of the Armoured Brigade in Parolannummi, trains about 100 conscripts and women doing their voluntary military service a year.

The normal service period in the Conscript Band of the Defence Forces is 347 days, including NCO training in the military music branch, after which it is possible to apply to the Reserve Officer Course. It is also possible to undergo training in 255 days.

Wind and percussion instrument players, vocalists, bass players, guitarists, keyboard and stringed instrument players, sound and light technicians, people with skills in media and communication and other performing artists can apply to become conscript bandsmen. Applicants who want to become military bandsmen are invited for musicality and suitability testing arranged annually in April by the Defence Forces Conscript Band in Parola.

There are no formal entrance requirements. Musicianship and ability are what counts. In addition to playing skill, applicants are required to behave in an upright way and to be enthusiastic about the task of conscript bandsman. Some of the musicians that are selected are placed in other military bands as conscript bandsmen. There are six military bands in Finland.

Service begins in the January contingent with an eight-week basic training period, which is the same for all conscripts. During the special capabilities training period, a figure marching composition, symphonic wind orchestra, string ensemble, entertainment ensemble, show band, technician team (lights, sound and image) and a media and communications team are formed. The Defence Forces Conscript Band performs abroad annually at international tattoo events.

Band and string musicians and sound and media people who are chosen for the conscript band are put into groups of around 20 people to form a rifle drill team. Members of this troop must have a good sense of rhythm, be of proportional build physically and have a particularly commendable attitude towards military training, which demands persistence. The group performs as a part of a figure marching programme or and as its own unit.

After military service, bandsmen who have undergone leadership training and are interested in the profession of military bandsman may be recruited into one of the military bands. Those with leadership training can also apply to the military conductor training programme at the Sibelius Academy.

The military bands are the:

Guards Band, Helsinki, Dragoon Band, Lappeenranta, Navy Band, Turku, Air Force (Big) Band, Jyväskylä (Tikkakoski), Lapland Military Band, Rovaniemi, Defence Forces Conscript Band, Hattula (Parola).

#### Military service for men and women at the Sports School:

Service begins	Mustering out 165 days	Mustering out 347 days
III/17 10 APR 2017	21 SEP 2017	22 MAR 2018
IV/17 16 OCT 2017	29 MAR 2018	27 SEP 2018
III/18 16 APR 2018	27 SEP 2018	28 MAR 2019
IV/18 15 OCT 2018	28 MAR 2019	26 SEP 2019

Applying is done primarily by electronic application. You can fill in an electronic application at varusmiessoittokunta.fi -> Puolustusvoimien varusmiessoittokunta -> Palvelus Varusmiessoittokunnassa.

Applications to the Conscript Band must arrive by 31 December at the latest.

Paper applications sent to the Armoured Brigade can be accepted in exceptional cases:

Armoured Brigade Puolustusvoimien varusmiessoittokunta / Hakemus / Jere Paldanius

P.O. Box 5, 13701 Parolannummi

Instructions for applying and application forms to become a military bandsman are available from the regional office in one's area or the website of the Defence Forces at puolustusvoimat.fi. The path is: *Aineistot -> varusmiehille -> hakemukset ja lomakkeet -> hakemus erikoisjoukkoihin.* 

## Athletes

The Defence Forces Sports School is the national training centre for young top athletes and military athletes. The school caters for professional athletes, teams coached by and representing the Defence Forces and it is where the best athletes of each age group of conscripts are given their military training.

The Defence Forces Sports School is located within the Guard Jaeger Regiment in Helsinki. All disciplines serve at the Guard Jaeger Regiment, except the winter sports biathlon, orienteering on skis, snowboarding, cross-country skiing, ski jumping and combined skiing, which serve at the Kainuu Brigade in Kajaani. Entrance tests for all disciplines are arranged in Helsinki at the Guard Jaeger Regiment.

## Military Training

The objective of the military training is to train reconnaissance teams for needs during exceptional conditions. The compositions of the reconnaissance teams include reserve officers that are trained as section leaders and reconnaissance unit forward observers and non-commissioned officers that are trained in other section tasks. Examples of a reconnaissance NCO's tasks include such tasks as wireless operator, fire control NCO, sniper and combat lifesaver. Those selected for rank and file training are trained as scouts or for tasks within a reconnaissance company's support and command elements. The period of service is 347 or 165 days. Both the reserve officer and NCO courses are carried out at the Sports School. Leadership training is part of the athlete's path; through it the athlete strengthens and learns skills in teamwork, organisation and leadership. Training on the courses is integrated with the sports training in a way that does not interrupt training and competition activities.

#### Sports training

The aim of the Sports School is to educate and develop athletes in all aspects of their person by making them used to professional training which will pave their way to the international top. Professional training will make it possible for conscripts to work on their physical and psychological characteristics, performance and psychological growth during their military service. The training of an athlete doing his military service at the Sports School is carried out contingent by contingent following disciplinespecific educational and personal coaching plans. At the Sports School, athletes have access to a full-service training centre, including versatile testing services and physiotherapy services for muscular balance and physiological proper-ties analysis.

The coaching plans include weekly training exercises under instruction. The Sports School organises nine instructed coaching camps for conscripts serving 347 days. The number of hours reserved for coaching in the annual plan exceeds 1,000 hours. The athletes can dispose of 45 to 90 days of military service for training and competition activity depending on their service period and level.

## Applying

Application forms for the Sports School can be obtained on the internet (*puolustusvoimat.fi/asiointi/lomakkeet*), at the call-ups and regional offices (*varusmies.fi, facebook.com/aluetoimistot*).

Applicants to the Sports School should represent the national elite in the junior or general series. The discipline must be included in the Olympic or WC programme. Selections are carried out based on statements made by experts in the various disciplines and on the results of psychological and physical testing.

Winter sports athletes applying to the April contingent, whose national competition season is from autumn to spring (e.g. skiing, martial arts, ice hockey, indoors field hockey, basketball and volleyball) must submit their applications by 1 January of the year they intend to begin their service. Summer sports athletes applying to the October contingent, whose national competition season is from spring to autumn, (e.g. orienteering, shooting, football, golf, motor sports, athletics and water sports) must submit their applications by 1 June of the year they intend to begin their service. Winter sports athletes (biathlon, ski orienteering, snowboarding, cross country skiing, ski jumping and Nordic combined) who are applying to the Kainuu Brigade in contingent III/18 and starting their service on 16 April 2018, also submit their applications at that time.

Applications should be sent to:

Finnish Defence Forces Sports School The Guard Jaeger Regiment PO BOX 6, 00861 HELSINKI, FINLAND

Sports masseurs with training for a professional masseur's diploma can also apply to the 347-day service at the Sports School. (When applying to do women's voluntary military service at the Sports School, the application form must be handed in via the regional office)

## Special duties

Only conscripts who have specialised in theology or medicine prior to their military service are eligible for special tasks in church work or medicine after the basic training period. Eligibility for special duties requiring legal expertise is restricted to those who have been selected for the reserve officer course. The special duties within medicine, church work and the legal sector are described more in detail in the sections that follow. More detailed descriptions of other special duties, such as those in communications and the media sector (e.g. graphic designers, journalists, communications conscripts), IT (incl. cyber tasks), or for media analysts, programmers and project assistants, can be found on each contingent's individual website at erityistehtavat. puolustusvoimat.fi and on the Defence Forces' website. Some examples of tasks are found below.

## Physicians, dentists, veterinarians and pharmacists (M.Sc.)

Physicians, dentists, veterinarians and pharmacists, and students of these disciplines are placed in Army, Navy or Air Force brigade-level units at the call-ups. After the basic training period they are assigned to the Logistics School in Riihimäki for conscript medical training. During the medical course students are selected for the Reserve Officer Medical Course.

The aim of the Reserve Officer Course is to produce medical officers capable of planning and managing the wartime medical care of the company and brigadelevel unit. The trainees specialise in combat injuries and know the basics of the Defence Forces' medical care. During their unit training period, officer candidates go through additional field and disaster medicine training and acquire professional experience by working in health centres and through exercises. Those that are not chosen for the Reserve Officer Course after conscript medical training continue their service in professional duties at health centres and receive further training in medical care.

#### Legal branch

Application to reserve officer training in the judicial field should take place without delay after the applicant has been accepted for training to become a Reserve Officer. Application forms are available from the company sergeant major of your own unit. A person with a higher law degree, or a law student who has finished intermediate level studies in criminal law and law of procedure in Finland, can be accepted onto the officer training judicial programme (as a Jurist Candidate). In the selection process, consideration is also paid to whether the Defence Forces need persons with legal training to be assigned to jurist candidate duties. Jurist Candidates for training are trained to be placed in different levels of wartime judicial tasks among the troops and in headquarters, such as legal officer in a wartime brigade.

The Defence Command orders Jurist Candidates accepted into training in one of the services. The Defence Forces' chief legal advisor determines who will be assigned where. Training is carried out in a brigade-level unit under the leadership of a service headquarters and in accordance with the training programme drawn up by it. The training programme provided for the jurist candidate is carried out after the reserve officer course. Until that, the conscript is expected to do regular military service.

A jurist placed in a service headquarters and the legal officer of each brigade-level unit are together responsible for the practical implementation of this training programme.

The training programme includes full-time work under the guidance of one or more brigade-level unit officials, such as a legal officer, chief of logistics and chief of personnel, and an introduction to the legal activities of a service's headquarters.

## Conscript chaplains and deacons

The aim of conscript chaplain and deacon training is to train conscripts than can conduct church work both in times of peace and in emergency situations. Rank and file conscripts serve 255 days. Those in leadership training serve 347 days. Training is realised through a two-part conscript chaplain and deacon course (CCDC I and II).

The CCDC I course is held at the end of the basic training period. It is mainly about church work in peacetime. Course participants are chosen by the field bishop. Participants are either Lutheran or Orthodox conscripts and have completed a degree in theology at a university or are students of theology. Also social studies university graduates and community educators or conscripts still studying these subjects can be admitted on the course. In such cases, their studies should, however, include ecclesiastical qualifications.

After CCDC I, the conscript is detached for practical training in church work, unless he/she has been chosen

for leadership training.

Based on names proposed by the Army Command, the field bishop formally chooses conscripts for the Army Reserve Officer Course among conscripts that have completed the CCDC I and done well in the first NCO Course.

The second conscript chaplain and deacon course is organised during the leadership period. The course trains conscripts to work as military chaplains and deacons in emergency conditions. Conscript chaplains and deacons do an internship in brigade-level units (or equivalent) that they have been ordered to by the field bishop. At the end of his/her internship, a conscript chaplain or deacon writes up a report and statistics on his/her work.

#### Examples of other special tasks

#### **Defence Command Finland**

The Defence Command's network maintenance team supports the Defence Forces main communications

and network relations staff in among other things maintaining the Defence Forces website. Network maintenance offers versatile tasks for people with different skills. The Defence Forces' website is shaped by graphic artists, writers and technical maintenance staff.

The Defence Command's Public Information Division publishes the Defence Forces' own Ruotuväki news bulletin 22 times a year. Serving at Ruotuväki opens a view into the world of modern newspapers for journalists, photographers, graphic artists and circulation professionals. Ruotuväki offers conscripts the possibility of studying or maintaining the professional skill needed in the field of journalism.

#### **National Defence University**

The National Defence University's photographers, graphic artists and image processors produce electronic and printed material from invitation cards to teaching material and challenging designs. Technical support staff work both in the barracks and in the terrain. In the photographic archives, the skills of graphic artists

## These are only some of the special tasks available!

For additional information on the special duties, see varusmies.fi/ erityistehtavat

are needed in handling negatives and recording history. Job descriptions vary according to individual skills and education.

#### Other brigade-level units

The Defence Forces' brigade-level units produce some of their printed material themselves. In brigade-level units, conscripts with skills in communications serve for instance in graphic designer, multimedia professional or website administrator duties. Further information on tasks and application procedures are available from the brigade-level units, as the conscripts' job descriptions and the application procedures vary depending on the brigade-level unit.

At the Guard Jaeger Regiment in Helsinki, you can serve as a Combat Cameraman shooting still pictures and video images on land, at sea and in the air in combat equipment. Combat Cameramen plan and edit productions, which can be viewed on the Defence Forces Finland YouTube channel.



## Contact Information:

ALSO THE FOLLOWING BRIGADE-LEVEL UNITS PROVIDE FURTHER INFORMATION ABOUT MILITARY SERVICE The webpages of the brigade-level units can be found on the Defence Forces' website at *puolustusvoimat.fi* 

## ARMY

Jaeger Brigade	JGERBDE	Sodankylä and Rovaniemi	0299 800
Guard Jaeger Regiment	. GJGERREGT	Helsinki, Santahamina	0299 800
Kainuu Brigade	KAIBDE	Kajaani, Hoikankangas	0299 800
Karelia Brigade	KARBDE	Vekaranjärvi	0299 800
Army Academy	. ARAC	Hamina	0299 800
Armoured Brigade	ARMDBDE	Parolannummi and Riihimäki	0299 800
Pori Brigade	PORIBDE	Säkylä and Niinisalo	0299 800
Utti Jaeger Brigade	UJGERREGT	Utti	0299 800
NAVY			
Coastal Fleet	. CFL	Turku, Pansio	0299 800
Coastal Brigade			
Uusimaa (Nyland) Brigade			
Naval Academy			
Lapland Air Command	LAC	Rovaniemi	0299 800
Satakunta Air Command			
Karelia Air Command			
Air Force Academy			
BORDER GUARD (administrative			0255 000
Lapland Border Guard District			
North Karelia Border Guard District			
Border and Coast Guard School	. BCGS	Imatra 0.	29 542 9000
REGIONAL OFFICES	(street addre	ss in parentheses)	
South Savo Regional Office			
P.O. Box 57, 50101 MIKKELI 0299 43	6 190(Tyrjäntie 9, 1	Karkialampi) 02	299 436 190
Häme Regional Office PO BOX 175, 15111 LAHTI 0299 484	190(Kirkkokatu	12) 02	299 484 190
South-eastern Finland Regional Office Paraatikenttä 1, 45100 KOUVOLA 02	<u>.</u> 99 438 109(Paraatikentt	ä 1)02	299 438 109
Central Finland Regional Office P.O. Box 1100, 40101 JYVÄSKYLÄ 02			
Lapland Regional Office P.O. Box 23, 96101 ROVANIEMI 0299			
Southwest Finland Regional Office		untie 21) 02	299 400 110
P.O. Box 69, 20811 TURKU 0299 480	190(Heikkilä garr	ison, Rykmentintie 15) 02	299 480 190
Pirkanmaa Regional Office P.O. Box 37, 33541 TAMPERE 0299 4	82 190(Uimalankatı	1)02	299 482 190
Pohjanmaa (Ostrobothnia) Regional C P.O. Box 22, 65101 VAASA 0299 486	Office 190(Wolffintie 3	5) 02	299 486 190
North Karelia Regional Office P.O. Box 28, 80101 JOENSUU 0299 4.	34 434(Torikatu 36	в)02	299 434 434
North Pohjanmaa (Ostrobothnia) and K P.O. Box 119, 90101 OULU 0299 456	ainuu Regional Office		
North Savo Regional Office			
P.O Box 1080, 70111 KUOPIO 0299 4 Uusimaa Regional Office	35 000(Vuorikatu 2	ь в, 5th floor)02	299 435 000
PO BOX 22, 00201 HELSINKI 0299 42			299 422 211
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The websites of the regional offices can be found on the Defence Forces website at *puolustusvoimat.fi* 

## Other contact information:

## **Defence Forces Initiative Committee**

Defence Command / Materiel Division P.O. Box 919, 00131 Helsinki

## **National Defence Initiative Foundation**

Defence Command / Logistics Division P.O. Box 919, 00131 Helsinki

## **Civilian Service Centre**

Latokartanontie 79 A 07810 Ingermaninkylä Tel. 0295 0295 00 siviilipalveluskeskus.fi

# After military service



Military training includes many aspects of training that are of direct use in your civilian profession or in other areas of your life after you have mustered out. The training provided by different branches opens up the possibility of a civilian job in a similar field, where among written applications of equal value, special military training is considered a merit.

Certain elements of military training received as a conscript are accepted as equivalent to the practical training period needed in some professions. This is above all the case when applying to secondary-level vocational institutions. Depending on the task during conscription and branch of training, the period of time accepted as working experience varies. Furthermore, the length of military service as such is accepted as general working experience. All conscripts who have completed their military service receive a certificate stating work experience. With regard to future plans, it is a good idea to take into consideration the practical leadership training included in NCO and Officer education. Many civilian jobs require Reserve Officer or NCO training or that military service has been carried out successfully. As visible proof of military service, conscripts receive a military passport and service certificate.

#### Refresher training

After military service, you will be transferred to the Reserve. Because the personnel of our Defence Forces is made up mainly of reservists during wartime, it is essential that training received during conscription is maintained and supplemented. Therefore, refresher exercises are organised. Refresher exercises are based on the Conscription Act, according to which rank and file in the Reserve can be called to refresher exercises for a total of 80 days, rank and file with special training (longer service period) for 150 days and officers, warrant officers and NCOs for a total of 200 days. If necessary the aforementioned quota can be exceeded by at most 20 days with the consent of those liable for military service and their employer. Refresher exercises are realised in the same composition as in training during the unit training period in military service.

Refresher exercises are service prescribed by law in the same way as conscription is. Refresher exercises form an essential part of the peacetime training system of our Defence Forces and have an important effect on the defence readiness of our country. Most reservists are called to the first refresher exercise in the same composition as they were trained in during conscription. The refresher exercise is approximately 2-5 years after military service has been carried out.

#### Who is ordered to participate in refresher exercises?

In refresher exercises the troops and HQ staff needed the most rapidly during times of crisis are trained. Reservists placed in these forces are called to refresher exercises. In task-specific refresher exercises leaders and key combatants placed in tasks central from the point of view of combat efficiency are trained in course-based exercises.

The duration of refresher exercises varies depending on the type of exercise and task. Refresher exercises usually last 5-6 days. Reservists are paid a reservist salary and daily allowance for their time in refresher exercises. Detailed instructions for those called to refresher exercises and information about e.g. financial benefits are included in the exercise order. Additional information on the reserve and refresher exercises can be found at *puolustusvoimat.fi*.

## Voluntary activities of the wartime troops

Refresher exercises are held about every 3-7 years. It is possible to maintain and develop military skills also on a voluntary basis.

In voluntary exercises and training, training that is important in carrying out your own task is provided. Voluntary activities of the wartime troops are supported by the Defence Forces and based on the voluntariness of reservists. Exercises are carried out as voluntary exercises of the Defence Forces. Meeting up with your wartime troop gives you a good opportunity to get to know your closest comrades in arms, with whom you would be working also in exceptional conditions.



## *Training by the National Defence Training Association*

The National Defence Training Association (NDTA) (Maanpuolustuskoulutusyhdistys), established in 1993, is a national training organisation, which trains and educates citizens to be prepared for and to survive dangerous situations in everyday life and under exceptional conditions. With this training, the NDTA improves the readiness of the Finnish Defence Forces and other authorities under normal and exceptional conditions.

Training is carried out in the National Defence Training Association's national defence districts and their provincial training and support units in cooperation with the authorities. Military training is ordered and supervised by the Defence Forces and mainly arranged in the Defence Forces' training areas.

The voluntary exercises of the Defence Forces and the courses of the National Defence Training Association as well as other voluntary activity in the service of defence readiness are taken into consideration in promotions in the reserve.

Additional information about the voluntary activities of the wartime troops and the activity of the National Defence Training Association is available from your superiors during conscription. While in the Reserve, you can find further information e.g. on the internet at *puolustusvoimat.fi*, *mpk.fi* and the Regional Offices.

## Military professions

After military service, you can apply to join the Defence Forces as a contractual soldier, become a non-commissioned officer or an officer specialist. You can also apply to study at the National Defence University and become an officer. Annually in early spring, national and regional newspapers and the Ruotuväki bulletin publish instructions and entrance requirements for applying to the National Defence University.

In order to be accepted into the National Defence University and graduate as an officer you must have passed the Reserve Officer Course or corresponding studies. For leadership and instructor training during military service it is possible to have at most 20 credits accepted as Officers' studies. Those applying to study, who have passed the NCO course by the time of the entrance examinations that are arranged annually in the spring, but who have not undergone the Reserve Officer Course are accepted as students on the condition that by the time education begins, they complete the Reserve Officer Course or corresponding studies.

The Reserve Officer Course can also be taken together with the next contingent of conscripts. NCOs who have already or will muster out during the Course, take the Course according to the terms of service of a conscript.

During conscription you will form a picture of the Defence Forces as a workplace and of the professions available within the Defence Forces. In addition, you can test your own suitability for work within the Defence Forces. Success on the NCO and Reserve Officer Courses directly affects your entrance points. If you are interested in a military profession it is a good idea to tell this to the platoon leader and unit commander when you have your interview with them during your fist days of service.

If you aim for or are considering a military profession, do your best in the basic training period and tell your superiors that you would like to undergo leadership training. Make sure you do well in the NCO course and let your superiors know that you want to study at the Reserve Officer School. If you are not accepted into the Reserve Officer School, make it known that you want to study there later.

In the NCO and Reserve Officer Schools, professions within the Defence Forces are presented and you are given the opportunity to familiarise yourself with the National Defence University, Army, Naval and Air Force Academies.

After military service you also apply to become an enlisted soldier for a fixed amount of time. In this task you can add to your know-how and try working as an instructor. The aim is that after you have served as an enlisted soldier for a certain amount of time, you then apply to study at a military educational establishment or serve in other military specialist tasks in the Defence Forces.

In addition to a career as an officer, the Defence Forces also offers tasks for special officers, technicians, engineers and physicians who have passed at least the NCO Course. Non-commissioned officers work as instructors and specialists. They are employed either in sentry and supervisory duties, music-related duties or certain technical duties.

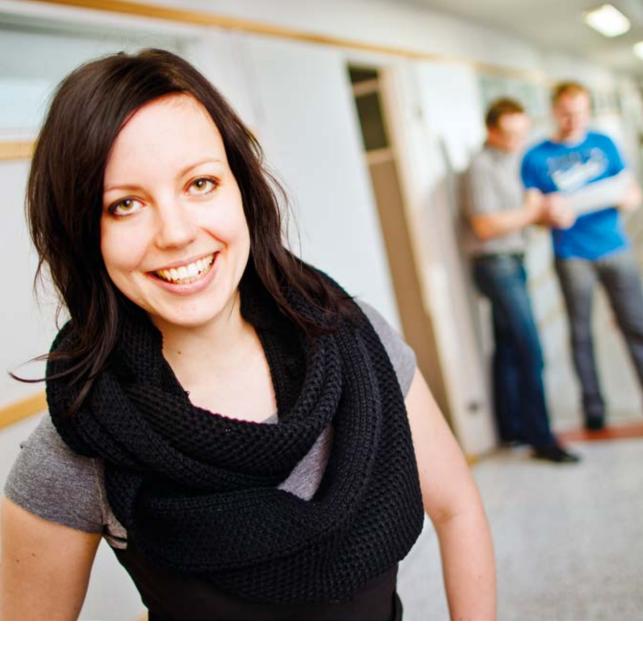
Additional information about the officers' and other military professions offered within the Defence Forces is available from the instructors at your company-level unit, the social welfare counsellor and cadets carrying out their practical training. Military professions are also presented in the entrance guides of institutions of higher education. More information is also available at: puolustusvoimat.fi and *valtiolle.fi*.

#### Become a special jaeger on the Defence Forces special forces course

On the Defence Forces special forces course, the Utti Jaeger Regiment trains contractual military personnel for demanding special forces tasks. Students on the course are paid a salary for the time in training.

This interesting and challenging course includes reconnaissance and combat training in open terrain and





urban areas. Their versatile movement training includes parachutist training, waterway training and vehicle training. Most of the training happens in small groups in demanding conditions.

Preselection takes place based on applications. Those who pass preselection are invited to an entrance exam where the most suitable candidates are admitted into training. The entrance exam is divided into two separate phases. The first phase takes two days and is organised in January. Only those that pass this first phase are asked to participate in the second phase that takes place in the spring.

Anyone under the age of twenty-five who is liable for military service and has gone either through NCO or officer training can apply for special forces training. In certain special cases, those that are between 25 and 30 can also be accepted onto the course. If you are liable for military service and are currently doing your military service, you can apply to the course. You must, however, finish your military service before the special forces course begins. The course is arranged every year. It begins in July and lasts twelve months.

Once trainees have finished the special forces course, they can apply for a fixed term non-commissioned officer's position in the Utti Jaeger Regiment's Special Jaeger Battalion or the Navy's Special Operations Detachment. Non-commissioned officers represent the most capable component of the special forces. Training lasts throughout your service. Trainees can also serve in exercises and operations overseas. Non-commissioned officers serve in fixed term five-year public-service posts. It is possible for the employer to renew this contract twice (the total length of service then being at most 5+5+5 years).

Additional information can be found at puolustusvoimat.fi/tyo-ja-koulutus

# Civilian tasks within the Defence Forces

The Defence Forces employ civilian personnel in versatile and challenging tasks with good possibilities for developing one's own know-how. Around Finland, approximately 4,000 civilians work within the Defence Forces in both vocational and academic expert tasks according to their civilian education. The range of jobs available in the Defence Forces is wide. There are hundreds of job titles. They include such titles as engineer, chief of systems development, researcher, social welfare officer, financial coordinator, training coordinator, public information officer, legal adviser and physician, fitter and PT instructor. Irrespective of job title, civilian personnel are always qualified professionals. Those selected for civilian tasks are not required to have undergone military service or voluntary military service for women.

• Further information puolustusvoimat.filrekry and valtiolle.fi.

# Working in the Border Guard

Every year, in January, new border and coast guards are admitted into service in the Border Guard. Selections are made based on applications, and on entrance examinations held in May or June. The basic Border Guard Course last approximately one year.

An applicant must be a Finnish citizen who has undergone military service for conscripts or women's voluntary military service and fulfils the general qualification requirements for a government post.

Applicants must be in good health and physical condition, irreproachable and trustworthy. Applying for officers' duties in the Boarder Guard takes place by applying to the National Defence University. Officers entering the service of the Border Guard are chosen in connection with choice of branch during the first academic year before specialisation studies begin.

- For additional information on how to apply for service in the Border Guard, see *raja.fi.*
- Contact information of the Border Guard, page 66

# Applying for crisis management duties

Finland has a long tradition of peacekeeping. Finland took part in its first peace support operation in Suez in 1956 and has already had over 44,000 peacekeepers in peacekeeping duties. At present the annual number in ongoing operations is around 500 persons. Serving in a crisis management mission provides an interesting service period, an opportunity to see other countries and peoples, an opportunity to save up some money and improve your language skills. You gain unique experiences of working with people from different conditions and backgrounds. You can apply to serve in crisis management duties by sending an application after you have finished your military service. To apply, you must be in good physical condition and health, have a balanced personality, be able to tolerate stress and to cooperate, have adequate English language skills and an irreproachable way of life (no criminal record).

If you have done your military service well you can apply to the Finnish peacekeeping forces without having received international training as a conscript. Reserve Officers also have the possibility of becoming military observers. In addition to the general qualification requirements, to become a military observer you must have carried out your previous peacekeeping duties successfully and hold at least the rank of lieutenant.

Send your application to the Pori Brigade in Säkylä. Application forms and further information are available from the regional offices and website of the Pori Brigade at puolustusvoimat.fi/porinprikaati. Finnish crisis management forces are supplemented continually. Based on applications, the Pori Brigade calls the most suitable candidates for a 3-4-week selection and training course in Säkylä, where the final selection will take place.

Being called to the selection and training course does not yet mean that you have been accepted into the crisis management forces.

## Terms of service

The actual service commitment is made after the training that precedes departure. In practice, the service commitment is an employment contract, where terms of service are agreed upon.

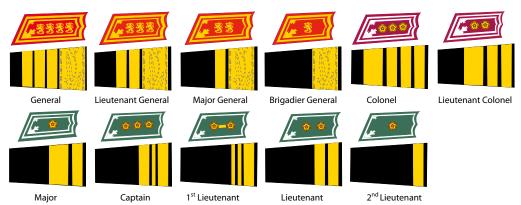
Both those employed in the public administration and private sectors will be given leave of absence or leave from work for the duration of crisis management training. Thus, a person leaving for a crisis management mission is not obliged to resign from his/her work. Every person being sent on a crisis management operation makes a commitment to serve for six (6) months, unless a different length of service has been determined for a specific operation. On certain conditions, the service period can be extended by another six (6) month period. Serving on a crisis management mission is regarded as being in the service of the Finnish government.

The salary of a person serving on a crisis management mission is graded according to how demanding the mission and work is. In addition to their regular salary, crisis management personnel and military observers are paid a crisis management per diem for each service day. The salary paid for crisis management is taxable income, but daily allowances and benefits in kind are not. In the crisis management forces, benefits in kind means full board and lodging, i.e. free accommodation, food, clothing and equipment.

Additional information: puolustusvoimat.fi/rauhanturvaaja and puolustusvoimat.fi/porinprikaati

## Insignia of rank of the Army

## **OFFICERS AND WARRANT OFFICERS (Lieutenant - Captain)**



## CADETS















Cadet Warrant Officer Cadet Staff Sergeant 3<sup>rd</sup> YEAR

Cadet Sergeant 3<sup>rd</sup> YEAR 3<sup>rd</sup> YEAR

Cadet Corporal 2<sup>nd</sup> YEAR



NON-COMMISSIONED OFFICERS

Sergeant 1<sup>st</sup> Class Staff Sergeant





Sergeant (regular personnel with sword)

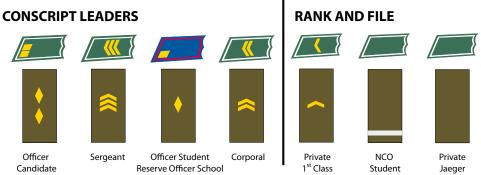
Sergeant Major





Enlisted personnel (rank Corporal

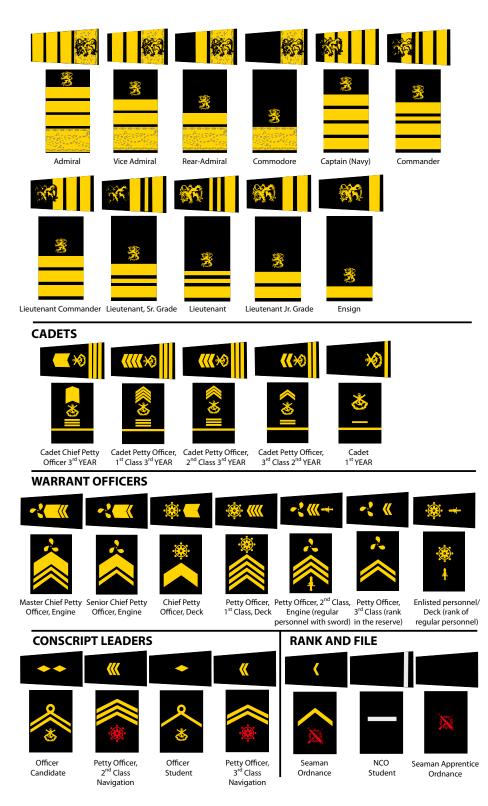
(rank in the reserve) of regular personnel)



Officer Candidate

## Insignia of rank of the Navy

## **OFFICERS AND WARRANT OFFICERS (Lieutenant - Captain)**



## Insignia of rank of the Air Force

Candidate

Student

Airman

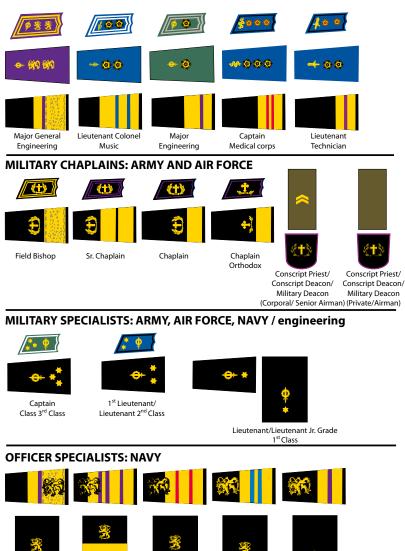
## Brigadier General General Lieutenant General Major General Colonel Lieutenant Colonel 000 0-0 0 0 1<sup>st</sup> Lieutenant 2<sup>nd</sup> Lieutenant Major Captain Lieutenant CADETS Cadet Master Cadet Technical Cadet Staff Cadet Senior Airman Cadet Sergeant 3rd YEAR Sergeant 3rd YEAR Sergeant 3rd YEAR 2<sup>nd</sup> YEAR 1<sup>st</sup> YEAR **NON-COMMISSIONED OFFICERS** Chief Master Master Sergeant Technical Sergeant Staff Sergeant Senior Master Sergeant Sergeant (Regular personnel with sword) Senior Airman Enlisted personnel (rank (rank in the reserve) of regular personnel) **CONSCRIPT LEADERS RANK AND FILE** Officer Sergeant Officer Senior Airman NCO Airman 1<sup>st</sup> Class

## **OFFICERS AND WARRANT OFFICERS (Lieutenant - Captain)**

Student

## Special insignia of rank

#### **OFFICER SPECIALISTS: ARMY AND AIR FORCE**



Rear-Admiral Engineering

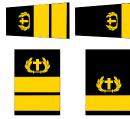




Sr. Grade, Music

Jr. Grade, Technician

## **MILITARY CHAPLAINS: NAVY**



Sr. Chaplain

Chaplain



Conscript Priest / Conscript Deacon/ Military Deacon (Petty Officer, 3rd Class)







Conscript Priest / Conscript Deacon/ Military Deacon (Seaman Apprentice)

**Army Command Personnel Division** P.O. Box 145, 50101 Mikkeli

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## **Finnish Defence Forces**

varusmieheksi.fi