

# Conscript 2016

*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  
***puolustusvoimat.fi***

***facebook.com/laluetoimisto***

***facebook.com/puolustus***

***youtube.com/puolustusvoimat***

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# Conscript 2016

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# Entering service with an open mind

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Those being interviewed are soldiers who have applied and been selected into the special forces in the Air Force Academy in Tikkakoski. They are being trained as pilots, assistant mechanics and military drivers.

## ***Airman Ville Kuusela is eager for flight training to begin***

Airman **Ville Kuusela** began his military service in July 2015. His very first morning proved he'd had the wrong idea about military service all along. He had expected a much heavier start and tough morning jogs.

Military service felt easier than was to be expected, Kuusela thinks. Even though he felt nervous about the first wake up during military service, he was ready for action.

– Although that morning's first announcement: "Signals technology wake up!" got me a little confused, I was up within a second.

Kuusela got onto the Flight Reserve Officer Course after a five-step selection process. Training begins after the basic training period. He suspects the amount of coffee consumed will go up as training progresses because one cannot afford to fall asleep during lessons. However, Kuusela is looking forward to the training, he's keeping an open mind to it all. He's heard that it's "the best time of your life".

Kuusela describes a good conscript leader, which Kuusela will become himself soon, as someone who is on the ball and an example to others. A good conscript leader also has a sense of humour and knows how to lighten things up if the section is feeling tired.

During military service your physical stamina is put to the test in nearly every performance, task and activity. To Kuusela the physical side of things has felt easy. He does mixed martial arts and does a lot of other sports.

– In the beginning, though, we've had way too little exercise and I've had use my free time to do enough sports.



Airman Ville Kuusela.



Airman Petri Keskinarkaus.

### ***Airman Petri Keskinarkaus is in a task where he can use his civilian professional skills***

Airman **Petri Keskinarkaus** began his military service in the summer contingency with a positive mind and a clear goal. He intends to make use of the training he receives during military service later on in life. Keskinarkaus is an aircraft mechanic by profession and he would like to get a job as mechanic in the Finnish Defence Forces.

The first wake up in the Army Academy was easier than what Keskinarkaus had expected.

– I thought we'd have to hurry and that we'd have to be ready to go in two minutes. But that's not how things went.

After the basic training period Keskinarkaus will continue on the Non-Commissioned Officers' Flight Technical Course. Once a person has completed this course, they can apply for corresponding non-commissioned officers' positions within the Finnish Defence Forces.

– I'm already a trained flight mechanic by my civilian profession, but I have to go through the leadership training if I want to work in the Finnish Defence Forces. The FDF's leadership training is valued by civilian employers as well.

Keskinarkaus says he's pretty laid back as a person but that he's set on completing his military service.

– A year isn't that long when you think about it. Of course it helps to think that once I've completed my military service, I can get the type of job I exactly want.

Keskinarkaus describes a good conscript leader as being someone who knows how to lead but also knows how to be one of the team. A good conscript leader must also be able to gain the trust of his fellow conscripts.

– A conscript leader must be able to maintain and improve the team spirit. Constructive criticism is also a good thing.

Keskinarkaus has been doing sports since he was little and is still very active. If the situation gets tough, it's more a question of will my nerves be able to handle rather than will I be physically up to it.

– I might feel like giving up every now and then while marching, even though it has nothing to do with my physical fitness.



*Airman Tuomas Turpeinen.*

### ***Airman Tuomas Turpeinen serves as a military driver***

**Tuomas Turpeinen**, who arrived in Tikkakoski with the second contingent of 2015, says he awaited military service with interest. He'd heard rumours that the army would be "a bad place".

– Those rumours really didn't hold up. Having the right attitude makes all the difference.

Turpeinen was excited about the first morning and a little bit nervous. He woke half an hour before the official wake up and looked at his watch every five minutes to see when the others would be woken up.

After the basic training period Turpeinen will continue on the Military Driver Course and Tikkakoski will be his service location throughout his military service.

– I originally applied to serve here because it's close to home. I've also heard, though, that the military driver training in Tikkakoski is one of the best in the country.

Turpeinen says he is extremely motivated when it comes to completing his military service. Ideally he'd like to serve as a non-commissioned military driver afterwards.

– I intend to apply to the Emergency Services College later on and that's where leadership training comes in.

According to Turpeinen a good conscript leader is sharp and always on the ball. Treating everybody equally is also part of being a leader.

– A good conscript leader will not choose someone to pick on. Interaction is what counts most.

Turpeinen admits he wasn't as physically fit as he should have been when he began his service. It's improved during the basic training period. Turpeinen has noticed, for instance, that marches feel a lot lighter now than they did in the beginning.

– It's all about the attitude, whether you'll be able to do it all. Field exercises aren't that bad.

# 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".

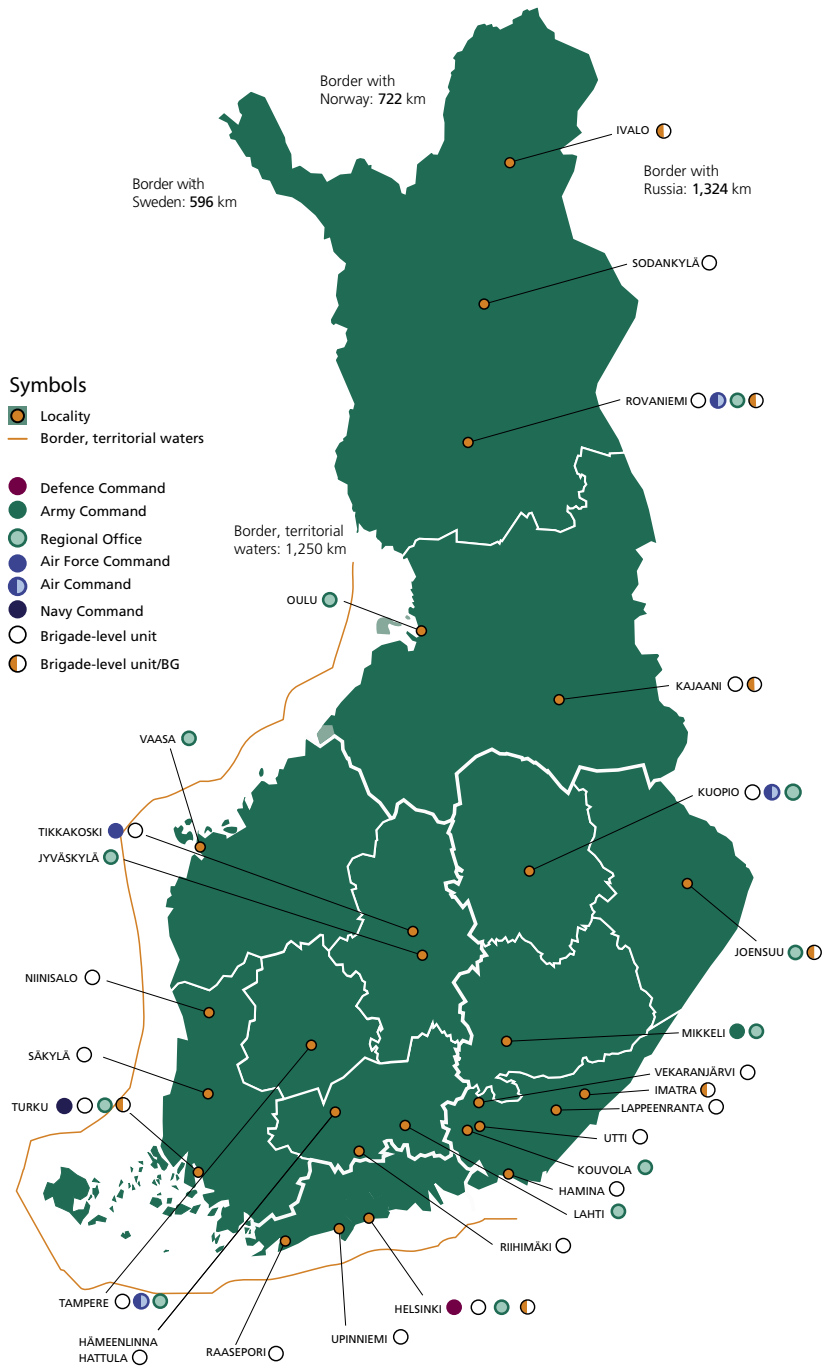
Finland needs your effort, because you are the best person to defend our country, our independence and our territorial integrity. Military national defence based on general conscription and your own input guarantee that your rights and the rights of everyone living in our country are not violated against, 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. This supports the current stable military policy situation in northern Europe. 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 that will enable you to effectively defend Finland and those close to you, including yourself. The FDF trains 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.



The regional military command structure.



## Tasks of the Defence 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.

- 3) Participating in international military crisis management.

## How Finnish defence works

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, are 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.



# 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.

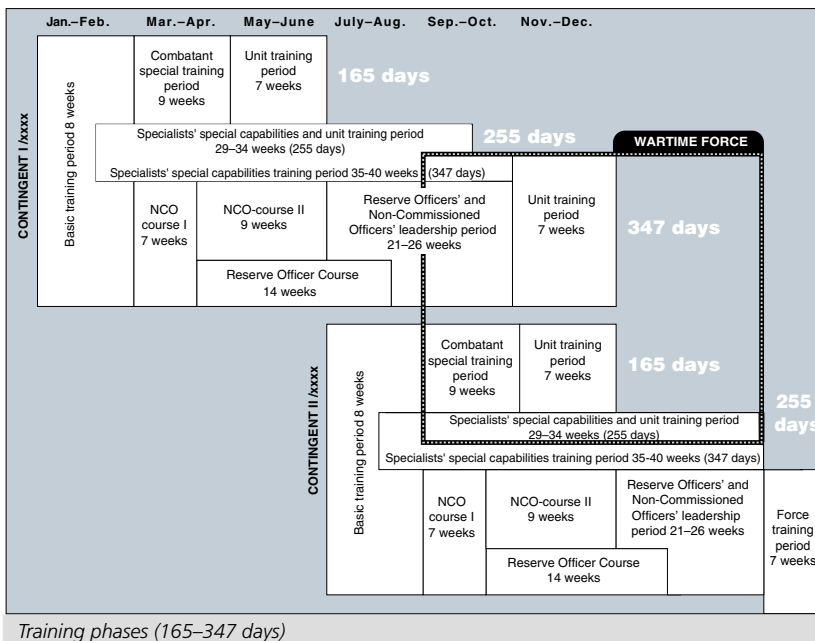
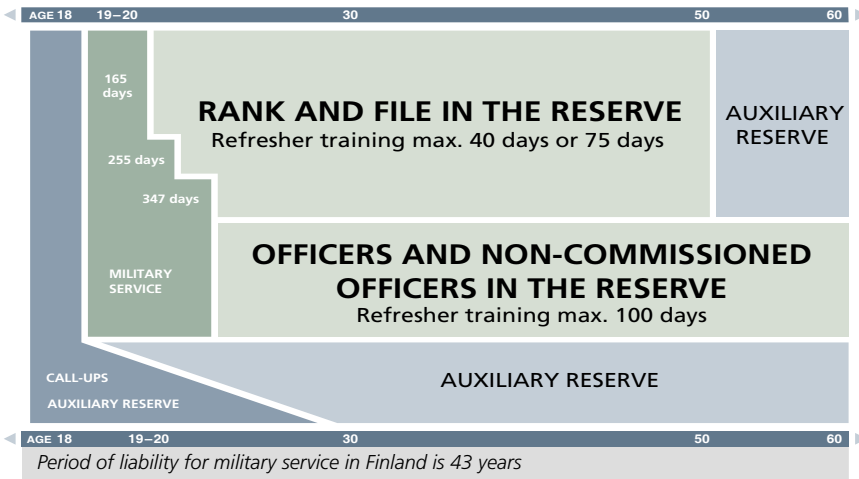
In general, military service is carried out at the age of 19–20. In special cases, men enter service between the ages of 18 and 29.

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 62 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.



## 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 service may, in writing, give notice that she will not enter 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 12 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 force. 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. An application for voluntary service must always be appended 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, individual characteristics and education and the fact that those selected should be as suitable as possible to be trained for the Defence Forces Reserve are considered. Women begin service at the same time as 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. There are separate rooms for women in garrison barracks.

In camps, during military exercises and on naval warships 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



*In the call-up: you are given information and guidance, your personal details are checked, you go through a health check-up, you can tell recruiters if you have any wishes regarding your military service. Decisions are made regarding your military service; whether you are fit to serve, when and where you will begin your military service, whether you will be exempt from military service, and all your applications will be handled and decided on.*

## 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 and under thirty-year-olds 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 the 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 call-up 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 [www.muuttoilmoitus.fi](http://www.muuttoilmoitus.fi). Additional information on matters relating to giving notice of removal can be obtained from your nearest Local Register Office or on the Internet at [maistraatti.fi](http://maistraatti.fi).



Photo: JAAKKO ALA-HIIRO

### ***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 date of entry into 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 mission of Finland, 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 those liable to attend the call-up are 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 do 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 in case 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!

## **Military service register**

The military service 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***

<b><i>Entering Service</i></b>	<b><i>Mustering out</i></b>	<b><i>255 days</i></b>	<b><i>347 days</i></b>
<b><i>I/17 02JAN2017</i></b>	<b><i>15JUN2017</i></b>	<b><i>13SEP2017</i></b>	<b><i>14DEC2017</i></b>
<b><i>II/17 03JUL2017</i></b>	<b><i>12DEC2017</i></b>	<b><i>14MAR2018</i></b>	<b><i>14JUN2018</i></b>
<b><i>I/18 08JAN2018</i></b>	<b><i>21JUN2018</i></b>	<b><i>19SEP2018</i></b>	<b><i>20DEC2018</i></b>
<b><i>II/18 09JUL2018</i></b>	<b><i>20DEC2018</i></b>	<b><i>20MAR2019</i></b>	<b><i>20JUN2019</i></b>
<b><i>I/19 07JAN2019</i></b>	<b><i>20JUN2019</i></b>	<b><i>18SEP2019</i></b>	<b><i>19DEC2019</i></b>
<b><i>II/19 08JUL2019</i></b>	<b><i>19DEC2019</i></b>	<b><i>18032020</i></b>	<b><i>18JUN2020</i></b>

*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 time and location 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. Applications must be submitted in good time before the beginning of service. You must still report for service even if you have left in an application.

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 it (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 domicile proper 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 nationalities 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.

Persons liable for military service who are also citizens of another country and have lived elsewhere than in Finland for the last seven years are not obligated to come to the call-up or to report for military service. Such persons do not need to apply separately for exemption. A multi-national who has been exempted can be ordered into service if this person moves to Finland before the end of the year that they turn 30.

Decisions on exemption, as well as interpretations of agreements are based on address and citizenship information in the population database. For this reason, you should check with the population registrar or consulate that your information 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](http://migri.fi)

[maistraatti.fi](http://maistraatti.fi)

[vaestorekisterikeskus.fi](http://vaestorekisterikeskus.fi)

#### ► Contact information of Finnish missions abroad at [formin.fi](http://formin.fi)



## **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 [sivarikeskus.fi](http://sivarikeskus.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 the age of 28. If the deferment has continued without interruption and the prerequisites for deferment still exist, conscripts belonging to the Jehovah's witnesses are exempted from military service during peacetime upon application.



*Getting through military service is not especially difficult for a young healthy person, but it does require stamina and muscle fitness.*

## **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?**

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

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 a 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 a 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 stamina exercises 2–3 times per week. One exercise session should last at least 30–60 minutes.

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 increases 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.

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

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 (15–20 minutes at a 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.

### 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!*

### Want to more about daily life in a garrison?

Join your brigade-level unit's facebook group to find out what life is like in the garrison and for handy tips for starting your military service! The groups are monitored by conscripts who began their service in the previous contingent. They're referred to as "some [social media] agents" and you can also ask them questions in private. You will find links to the groups on the website of your brigade-level unit and in the information you will be sent before you start your military service. Join a facebook group now and find out what life is like in the garrison you will be serving in and get to know the people you will be serving with!

- ▶ **Further information and a fitness programme for those entering military service at [puolustusvoimat.fi](http://puolustusvoimat.fi)**  
-> **Liikunta**

## Defence Forces' 12-minute fitness classification

### *Women's classification in parentheses*

<b>Less than 1,950 m</b>	<b>Weak</b>	(less than 1,700 m)
<b>1,950–2,500 m</b>	<b>Poor</b>	(1,700–2,200 m)
<b>2,500–2,700 m</b>	<b>Satisfactory</b>	(2,200–2,400 m)
<b>2,700–2,900 m</b>	<b>Good</b>	(2,400–2,600 m)
<b>2,900–3,100 m</b>	<b>Commendable</b>	(2,600–2,800 m)
<b>More than 3,100 m</b>	<b>Excellent</b>	(more than 2800 m)

**MarsMars.fi**

**Fit for the military in three months!**

# Military service

## Reporting for 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:

- reimbursement of travel expenses from your home to your location of service for the part which the ticket included in the service order does not cover

- reimbursement of 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***

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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?***

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When you leave home, according to the weather, wear practical clothes 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 them in the garrison area after your first leave.

When you leave for military service, take the following with you:

- if you wish, your own shaving kit
- personal hygiene necessities
- social security card (KELA-card) and driving licence
- vaccination card
- If you wish, 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 your equipment.

## ***Everyday life of a conscript***

### ***Day of reporting for service***

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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***

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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***

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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 your 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. The **unit administration officer** 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 any health-related problem. 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 time of service or rest 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. From 2016 onwards all units with have will have WLAN connection. This will allow you to take care of your civilian affairs and keep in touch with family and friends.

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 free time you are allowed to wear civilian clothes outside of the Garrison area. How-

ever, you must wear your military uniform when leaving for and returning from leave or free time.

Weekend 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 34–35**

## **The Soldier's Home canteen**

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 is available from the Conscript Committee or local military sports association.

► **Additional information at [sotilasurheilu.net](http://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 Defence Forces' competition activities, the best even at international level. If you are competing at national level, contact your brigade-level unit's physical education officer. He will give

you advice and help you when you need leave to attend national team training camps or high-level competitions.

## 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 (some of the naval and air force troops use combat webbing M85). 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 com-

bination. As well as Navy conscripts wearing the leave uniform and parade uniform m/05 and the Navy battle dress m/95, conscripts serving on Navy vessels and all those serving in the Coastal Fleet wear the conscript leave uniform and parade uniform m/30 and overcoat m/55.

In addition, each conscript will be 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 sweatsuit 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 call the Quartermaster Depot (tel. +358(0)299 800, switchboard) 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 six-week menu, and this menu is changed ever 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 each conscript warms up his own ration.

## 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 call-up, 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 squad section leaders.

During military service the most common illnesses are upper respiratory track 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.**

## Conscript chaplains

The aim of the work that military chaplains do is 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 include central questions relating to ethics and psychological capabilities. The lessons are part of the training that aims to enhance your overall capabilities. Every conscript must take part in these lessons. Any religious event held in church that is during your service time is part of your military service. Alternatively, a conscript may choose a non-religious event that aims to enhance one's psychological capabilities. Any religious event that takes place when you are on leave is voluntary. If you are not confirmed, you can get religious instruction if you want to.

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 65.**



## The 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 and movie evenings, mustering 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' socio-economic 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.

Concerning matters relating to military service, you can ask questions on the brigade-level units' secret Facebook groups already before and during service. You can find more detailed information on Facebook groups in the letter to conscripts sent by the brigade-level unit. The brigade-level unit's Conscript Committee official answers the questions posed on Facebook.

The brigade-level unit's Conscript Committee includes a chairman and other officials if necessary as well as a representative from each basic unit. Further information on the CC is available at [vmtk.fi](http://vmtk.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 brigade-level unit initiative committee or conscript committee.

# Leadership training

– a once-in-a-lifetime opportunity

*A good leader gives orders that can be carried out. His teaching is meaningful and clear and he also knows how to give positive feedback.*

*A good leader is demanding, because he masters the tasks he orders his subordinates to perform. He knows his subordinates and encourages them to better performances.*

*A leader must learn to spot the individuals that will bring the group to reach its common goal. An inspiring leader knows what he is ordering and why.*





## ***Purpose, end and aim***

Leadership training is the beginning of your development and growth as a leader. It spans over 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 developing 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. 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 capabilities are important***

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 – the greatest beneficiary being yourself***

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 know-how, not to mention the near future's.

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 training worth 20 credits in leadership and training skills. Training is of the same length and convergent for the most part.

# 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 2015.** 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 and location of entry into 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 (SII, or Kela in Finnish) 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 under-age child); the conscript's own or adopted child; spouse's child; and a child placed permanently in the conscript's custody. 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 636.63). 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 when a conscript is under obligation to pay a monthly maintenance allowance to an under-age child based on a court decision or a written agreement confirmed by the social board, if the conscript is not capable of paying it during his military service. If the conscript has an income, the SII 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 non-taxable.* Kela will pay the allowance into a bank account provided by the applicant, located in a Finnish financial institution, usually on the first banking day of the month.

You can appeal a decision on allowance within 37 days of the day it was post-marked in writing: if Kela is the authority that made the decision, the appeal is sent to the Kela office, as it has the authority to change its decision. If Kela decides that it cannot amend the decision in the way you wish, it will forward your appeal to the appeals board. A decision of the appeals board can be appealed to the Insurance Court, which is the highest level of appeal.

## **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. The brigade-level unit's Social Welfare Officer offers guidance and advice in matters relating to studies. Neither financial aid for students nor state-subsidized student loans are 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.

If only part of the interest is paid because of your income level, the interest collection receipt is returned to you together with the decision so that you can then pay the remainder of the interest yourself.

## **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 call-up 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. The law does not, however, apply to acting public servants referred to in the Act on Public Servants or to temporary officeholders referred to in the Local Government Act. 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.

### **Agriculturalists**

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 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 be 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 a loan 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 in-service safety of conscripts is part of the Defence Forces' security policy. The aim of the FDF's occupational and in-

service safety activities is a status quo 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 FDF follows general legislation on occupational health and safety and in military training, the FDF's own additional safety regulations.

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. Traffic safety is always considered when making free time and leave arrangements.

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 and takes part in developing occupational safety in the military 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 inside 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 drafts should not be a problem. Common air quality problems are stuffiness, dry air, dustiness and strange strong smells. Rooms can be drafty 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 fur-

loughs, 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 in-service 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 rooms clean. The daily cleanliness 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 that you have acquired as a result of military service and it will take care of any other compensation required by law. The compensation corresponds to that of 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 posting 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 in the conscript's free time or while on 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 via the Internet. Get yourself a Citizen's Account (asiointili.fi), as this makes dealing with the State Treasury much faster. You will

then receive any decisions concerning your applications onto 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 2015.

### **Daily allowance of conscripts**

The conscripts' 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 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 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 the time between 21.00 and 06.00 hours if at least 4 hours within this period 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 FDF's 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. This type of leave cannot be more than 20 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 leaves 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, 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 special personal 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 your 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.

## **Travel during leave**

Conscripts have the right to travel to his municipality of domicile or residence or, for special reasons, to a location in Finland where he has 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.

Conscripts living in Finland are entitled to a paid return trip or reimbursement of travel costs in connection with weekend leave as well as personal leave, exemplary conduct leave, special personal leave and paternity leave.

Travel is free of charge also when entering service and being discharged, when being moved home to recuperate, on all assignments and when transferring between posts.

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 brigade-level unit, an airline ticket for long flights. Garrisons often arrange conscript travel by bus to the nearest railway station and bus station, or direct transport 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, the Finnish diplomatic mission.

### ► **More information on multinationals on page 16.**

The Finnish diplomatic mission abroad (embassy, consulate) supervises conscription. 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 company-level unit's





administrative officer to get a refund for travel and food costs incurred on your journey to your service location. The company administrative officer will purchase 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 conscripts 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 content of the conscript's allowance is explained in more detail under 'Conscript's 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 Sick Leave 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 elsewhere in Europe and two 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 on your ticket home 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 a lengthening of the time frame should be sent to the brigade-level unit which will make a decision regarding the payment.

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 around the time that the child is born either as a single period 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 newborn 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 municipality 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 non-military service who lives together with the mother of his child and is on paternity leave or on other leave from service.

The paternity allowance for a person carrying out military service is EUR 24.02 per working day. An application for paternity allowance is made online (kela.fi) or directly to Kela using the Parental benefits for fathers form (SV 29a).

Paternity allowance is in need of support when mustering out and refer conscripts who discontinue their military service to the Time Out support services. *Time Out! Getting life back on track* is a model for cooperation coordinated by the National Institute for Health and Welfare and used by the Finnish Defence Forces that enables offering active support to young people at call-ups and in case of a discontinuation of military service. At brigade-level units, the social welfare officer offers Time Out support taxable income.

### **Support measures for conscripts and prevention of crises**

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**

Social welfare officers are there to help conscripts in need of support. Conscripts who must discontinue their military service are assigned a Time Out! councillor. Time Out! Getting life back on track is a cooperation model coordinated by the National Institute for Health and Welfare ("THL") used by the Defence Forces. It provides active support for young people during call-ups and for those who must discontinue their military service. When you must interrupt your military service, a social welfare officer will offer you the option of using the Time Out! service, which is a service offered by a number of municipalities. If you want to use this service, you will be referred to a municipal Time Out! councillor. Together with the Time Out councillor, you can go through life's issues, such as possible study options, job seeking, accommodation, relationships and health. The councillor will offer you personal support and information, and they will encourage you as you make decisions. If you need help in finding more specific guidance, the councillor will help you with that too.

### **Equality and non-discrimination during military service**

Every conscript is entitled to equal and non-discriminatory treatment in the environment they serve in and during training. In an equal and non-discriminatory service environment, men and women, conscripts from different contingents and people of different ethnic origin, regardless of their personal characteristics, are entitled to equal opportunity when it comes to choices, progressing during their military service and being eligible for awards.

To ensure a good service environment and atmosphere, every brigade-level unit must pay attention to the working culture and use of language so that equality and non-discrimination are upheld. It is every conscript's duty to build and foster such a working culture and each and every one must make sure that no one is without grounds treated differently from others. Superiors carry special responsibility for the behaviour of their subordinates. If a superior learns that one of his or her subordinates is being discriminated against or treated degradingly, it is the superior's responsibility to intervene. If a conscript who is in a position of authority behaves unacceptably, this must be reported to the company commander. It is the responsibility of a company commander to make sure that all of the conscripts under his command know how to act in situations where someone is being treated unacceptably. There is more information on how to deal with incidents of bullying and hazing for instance in the Soldier's Guide, on your unit's notice board and in the folder that is kept in your barracks room.

Whatever the activity, the Defence Forces aim to offer conscripts a healthy, safe and pleasant environment in which to serve and spend their time in while completing their military service. Conscript training systematically aims to create capable wartime forces with a good morale. When morale is high and everybody knows what the common goals are and they are committed to them, bullying or hazing does not occur.

## ***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 administrative officer have the right to enforce discipline. In military discipline proceedings, a conscript can be given a disciplinary penalty (reminder, confinement to barracks, extra service, warning, disciplinary fine). A disciplinary decision made by the commander of a battalion-level unit, company-level unit commander or administrative officer may be appealed against to the commander of the brigade-level unit (request for a decision). A decision made by the commander of the brigade-level unit based on a request for a decision or the disciplinary measure decided upon by the commander of the brigade-level or by the commander's superior in disciplinary matters may be appealed against in a court of law (disciplinary appeal).

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 advisors, lawyers and other jurists. The websiteoikeus.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 2015):

- rank and file EUR 58.85 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*





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### ***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 well-being 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 effect 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.



# Army

▶ *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.*



## Infantry ➤

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 combat 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 or special forces training,
- mortar training
- anti-tank training
- armour training
- 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 are 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, Säkyä and Niinisalo
- Guard Jaeger Regiment

Although training varies according to where the brigade-level 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.

## Field Artillery ➤

The field artillery is a versatile and technological branch of service. It has at its disposal the most modern equipment, such as laser distance meters, 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. This is done by firing artillery pieces, armoured self-propelled guns and rocket launchers at distances up to 30 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. The Reconnaissance Artillery Battalion also trains all the weathermen of the Army and Navy. Pori Brigade in Niinisalo provides training in using the Ranger aerial reconnaissance sys-



tems for national and international use. Conscripts are trained for military police and signal tasks as well as different special NCO tasks, among others.

Activities are often carried out as cooperation between different sections 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 to 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 ITO05 and ITO05M and ITO15 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 anti-aircraft cannon.

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

The section leaders of the air defence branch are trained in Parolannummi, Vekaranjärvi as well as 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 airplanes 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 ►

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. 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 to the signal branch, it is not essential.

Signals NCOs are trained in the same brigade-level units as rank and file. Reserve officers are trained in the Signal Company at the Reserve Officer School in Hamina and in the Armoured Brigade's Armour School.

► **Signals systems training units:**

- Jaeger Brigade in Sodankylä
- Guard Jaeger Regiment in Helsinki
- Pori Brigade in Säköylä
- 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 ➤

Engineers are the workmen of the battlefield. Their tasks are extensive and diverse, and include combatant tasks. Engineers reshape the operating environment so that it is to the advantage of their own troops and limit the effects of the enemy and the prevailing 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 some as 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 one's 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 blaster's 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 ➤

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 fire fighting 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 Pori Brigade.



*A pontoon bridge built by engineers in use*



## 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 person-



nel 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 minimum 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, snow-mobles, 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. 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 support are important components of logistics.*





# Navy

▶ 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.

▶ The coastal forces of the Navy are trained to act in challenging conditions.



## **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.

During 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 locations 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 (in Finnish), TTO 2012, puolustusvoimat.fi or google: "Terveystarkastusohje", 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 in 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. In the course of 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 orders 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 our country'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 Jaeger Brigade from an administrative point of view. 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 war-time troops of airbases 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 [atilmavoimat.fi/ilmasotakoulu](http://atilmavoimat.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 and 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](http://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, electronic warfare personnel the Finnish Rapid Deployment Force, military bandsmen and most Air Force courses 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 order to enter service 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, in the Ruotuväki bulletin, as well as using other e.g. professional channels. Instructions for applying are found on the Defence Forces' website ([puolustusvoimat.fi](http://puolustusvoimat.fi) > Varusmies > Erikoisjoukot ja erityistehtävät). Those chosen for leadership training can apply to special tasks while still on the NCO or Reserve Officer Course.

Applying for tasks is open to all conscripts. Applicants' special skills are tested in selection tests or through separate interviews, if necessary. 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.

## 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 volunteered to serve as paratroopers 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. Every paratrooper is trained at least as an NCO and about 20 % are trained to become reserve officers on the Reserve Officer Course in 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 the application forms they have sent. 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 colour vision, normal fields of vision**
- ▶ **normal hearing**
- ▶ **the ability to swim at least 200 metres**
- ▶ **fair skiing skills**

Eliminating factors are difficult skin diseases, allergies demanding medical treatment, unkept 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 Defence Forces physical examination form dated no earlier than 1 August (other medical certificates are not accepted)**
- ▶ **a copy of the applicant's 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. The result of entrance exams is in force only until the next contingent is called up. The minimum points that are required for the physical tests are displayed on the Utti Jaeger Regiment's website.

The application documents are available on the Defence Forces' website. Additional information is available from the Utti Jaeger Regiment, tel. + 358-(0)0299-417-503, the Defence Forces' regional offices and their website. You can send your application forms before the call-ups. Applications must be sent by 6 December at the latest. Applications should be sent 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.

- ▶ **Additional information**  
[puolustusvoimat.fi/utinjaakarirykmentti](http://puolustusvoimat.fi/utinjaakarirykmentti)

## 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 on week number 35 (4 days) physical capability is tested and applicants undergo a medical examination. In the second phase on week number 40, those applicants that have successfully 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 on even-numbered years and EOD-specialised divers on 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 and conscripts are paid a separate compensation during these days.



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 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 get 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 in your company-level unit

Additional information and instructions on how to apply are available from the Navy Diving School, tel. 0299 325 502, the Regional Offices and the Navy website [puolustusvoimat.fi](http://puolustusvoimat.fi)->Varusmiehille->Erikoisjoukot ja erityistehtävät->Sukeltajat.

- ▶ **Diving School**  
P.O. Box 5, 02471 UPINNIEMI  
[sukeltajakoulu.rpr@mil.fi](mailto: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, poor 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 the grades.**

**Additional information, application forms and instructions for application are available [atraja.fi/varusmiehille](http://atraja.fi/varusmiehille), or the Border and Coast Guard School, tel. 029-542-9000, email: [erikoisrajajaakariksi@raja.fi](mailto:erikoisrajajaakariksi@raja.fi) or from a Regional Office. 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 School  
Special Border Guard Company  
Selections Secretary  
Niskapietiläntie 32 D  
55910 Imatra**



## Finnish Rapid Deployment Force

The Finnish Rapid Deployment Force (FDRF) is part of Pori Brigade's force generation. FDR forces are primarily trained to defend Finland with arms. In addition, FDRF conscripts go through training designed for those who will serve in military crisis management tasks. This international phase takes place towards the end of the FDRF conscripts' 347-day military service.

Those in training become skilled within their branch in their wartime task to defend Finland. They also become capable of operating as part of a multinational force in demanding crisis management environments. The force's international interoperability and capabilities are evaluated by NATO when training has been completed.

### Selection principles

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),**
- ▶ **Readiness to commit to the rapid deployment force and to go abroad after training is completed,**
- ▶ **At least a Class B driver's licence (phase II 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**

### Training

Every contingent is trained to serve in a particular branch and wartime task. Such generated forces can be, for instance, jaeger companies, mortar companies, engineer companies, signals companies and logistics companies. Tasks within these companies vary, but every unit will have, among other things, combat vehicle drivers, drivers with a class C driver's licence, medics and motorcycle messengers. In addition different units offer various tasks to specialise in: anti-tank soldier, scout, mortar gunner, drivers with a class CE licence, minesweeper, etc. Every conscript in FDRF training will be trained as a section leader and some will go through platoon leader training in the Reserve Officer School in Hamina. Some will lead their own section or platoon during the last five months of their training during the unit training period.

The trained unit's international interoperability and performance are assessed at the end of training by comparing the unit to national training requirements and to NATO's interoperability requirements for peace support operation forces. This is done to ensure the high quality of training and that the unit is capable of completing the tasks it has been assigned in a peace support operation in cooperation with other countries. As an incentive to develop the interoperability of the unit and the aptitude of individuals, the aim is to organise a multinational exercise either in Finland or abroad at the end of military service in which a section composed of conscripts trained in the FRDR participate in.

A conscript in international rapid deployment force training wears a gold beret emblem.

All those trained for the rapid deployment force attend the NCO School at least, and some attend the Reserve Officer School. In other words, they all receive leadership training.



## Applying

Instructions on applying are found on the Defence Forces website at: *Maavoimat > Joukko-osastot > Porin prikaati > Kansainvälinen valmiusjoukko*. 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:

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

## Selection event

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 a

- ▶ **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 in the test and the points allocated 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.

Form more information relating to selection tests you can e-mail [koulutusala.porpr@mil.fi](mailto:koulutusala.porpr@mil.fi) or call 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 in electronic warfare (EW) training after your call-up, but before the start of your military service by sending an application form to the Armoured Brigade, Electronic Warfare Centre by the end of January.

It is to your advantage if you have:

- ▶ **a matriculation examination or vocational degree**
- ▶ **language skills or the ability and motivation to learn foreign languages**
- ▶ **technological hobbies (e.g. amateur radio, electronics, information technology)**
- ▶ **and are an upright citizen**

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

Electronic warfare troops are trained in the following locations:

- ▶ **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 in Riihimäki. 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.

Conscripts serve the basic training period (8 weeks) in a company-level unit in the Armoured Brigade in Parolannummi. The NCO School is in Riihimäki, and the Reserve Officer Course (14/21 weeks) is held in Riihimäki or Parolannummi. The special and troop training phase is carried out in Riihimäki, or in another location depending on the subject of the training.

Separate application forms "Application to the special forces" are available at [www.puolustusvoimat.fi->asiointi->lomakkeet](http://www.puolustusvoimat.fi->asiointi->lomakkeet) and the Regional Offices.

Send your application in an envelope marked "Application to electronic warfare training" to

- ▶ **Armoured Brigade**  
**Electronic Warfare Centre**  
**P.O. Box 5**  
**11311 Riihimäki**

Write "application to electronic warfare training" on the envelope in Finnish: "Hakemus elektronisen sodankäynnin koulutukseen"

**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 selected are called in for psycho-physiological tests at the health centres of the closest garrisons during the spring.

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) Refractive 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 Lentoresempiupseerikurssille" available on the Defence Forces' website: [puolustusvoimat.fi->asiointi->lomakkeet](http://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

Further information:

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

## Assistant fighter or helicopter mechanics

Students on the aircraft maintenance programme of the NCO Course at the Air Force Academy in Tikkakoski are trained to do maintenance work on fighters or helicopters, i.e. in assistant mechanic duties. Assistant mechanics participate in real fighter and helicopter maintenance work on 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. Applications to the January contingent must arrive by 1 September and to the July contingent by 1 March. About 65 students are selected from each contingent.

Applicants accepted based on applications are called in for a one-day selection event (aptitude tests, psychological tests and physical fitness test). Tests are arranged in October and April. Applicants receive the results of the selection test approximately one month before entry into 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 without or with eyeglasses, in which case the strength of the correctional lens is at most  $\pm 5$  diopter (Landoltin C chart, 5 meters' distance)**
- ▶ **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](http://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](http://puolustusvoimat.fi) -> [asiointi](#) -> [lomakkeet](#))**

Applications are sent to:

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

Further information:

- ▶ **Air Force Academy Selections Secretaries,  
tel. 0299 253 121 (or 0299 257 114)  
e-mail: [ilmasotakoulu@mil.fi](mailto:ilmasotakoulu@mil.fi).  
[ilmavoimat.fi/ilmasotakoulu](http://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 ends on 1 September and for the July contingent

on 1 March. Approximately 15 students are selected 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  $\pm 5$  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](http://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](http://puolustusvoimat.fi) -> [asiointi](#) -> [lomakkeet](#)).**

Applications should be sent to:

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

Further information:

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





## *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**
- ▶ **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](http://puolustusvoimat.fi->asiointi->lomakkeet), or from the Regional Offices.

Annexes to the application:

- ▶ **a copy of your upper-secondary certificate or vocational education certificate or a course certificate of ongoing studies**
- ▶ **Air Force Academy's special forces medical questionnaire, which is found on the Defence Forces' website ([puolustusvoimat.fi](http://puolustusvoimat.fi) -> *asiointi* -> *lomakkeet*).**

Applications should be sent to:

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

Further information:

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



## Military bandsmen

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

A military bandsman will in principle serve 347 days. This includes NCO training specialising in military music. It is possible to continue from NCO training onto reserve officer training. It is also possible to serve 255 days.

Wind and percussion instrument players, vocalists, bass players, guitarists, keyboard and stringed instrument players and sound and light technicians and other performing artists can apply to become conscript bandsmen. Based on applications, all those 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. Playing skill 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 get selected are placed in military bands as conscript bandsmen. There are 56 military bands in Finland.

Musicians who are chosen for the conscript band are put into groups of around 20 people so as 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 as its own unit.

Service begins in the January contingent with an eight-week basic training period, which is the same for all conscripts. In the special training period, conscript bandsmen are gathered into a figure marching composition, a symphonic wind orchestra as well as into a string en-

semble, entertainment ensemble, show band, technician team (lights, sound and image), media team and communications team. The Defence Forces' Conscript Band performs abroad annually at international tattoo events.

After military service, those interested in the profession of military bandsman may be recruited into one of the military bands.

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).**

Applications of conscripts and women volunteering for military service should arrive by 31 December at:

- ▶ **Armoured Brigade**  
**Defence Forces Conscript Band / Application**  
**PL 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 serves professional athletes, teams coached

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

Service begins	Mustering out 165 days	Mustering out 347 days
III/16 18 APR 2016	29 SEP 2016	30 MAR 2017
IV/16 17 OCT 2016	30 MAR 2017	28 SEP 2017
III/17 10 APR 2017	21 SEP 2017	22 MAR 2018
IV/17 16 OCT 2017	29 MAR 2018	27 SEP 2018

by and representing the FDF 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 Santahamina 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 tasks required in a section. 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 service time at the Sports School is 347 days 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 contingency by contingency following discipline-specific 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 properties 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 provided for coaching exceeds 1,000 hours according to the annual plan. The athletes can dispose of 45–90 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, at the call-ups and Regional Offices ([puolustusvoimat.fi](http://puolustusvoimat.fi), [facebook.com/aluetoimistot](https://www.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 July of the year they intend to begin their service.

Applications are sent to:

► **Guard Jaeger Regiment  
Sports School  
P.O. Box 6, 00861 Helsinki**

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. The selection process for such tasks takes place after conscripts have completed their basic training. Eligibility for special duties requiring legal expertise is restricted to those who have been selected on 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 (for 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](http://erityistehtavat.puolustusvoimat.fi) and on the Defence Forces' website.

### **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 brigade-level 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 administrative officer 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 accepted 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 then, 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 training for conscript chaplains and deacons is to train conscripts that can carry out 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 duties:**

#### **Defence Command**

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 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 maintainer 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 shoot 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.

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

For additional information on the special duties, see [puolustusvoimat.fi](http://puolustusvoimat.fi) > [varusmiehille](#) > [erikoisjoukot ja erityistehtävät](#).

#### **Application procedure for women applying to the special forces and special tasks**

The application for voluntary military service for women should be sent to the Regional Office belonging to the area in which your home municipality is located. Applying to the special forces takes place according to the instructions given by each force. The exception is that, contrary to the instructions, applications forms to the special forces should be sent to your own Regional Office before the final date of application of the force in question, and not directly to the special force. You must always also include an application for voluntary service for women.

## Contact information:

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

### ARMY

Jaeger Brigade .....	JGER BDE .....	Sodankylä and Rovaniemi	0299 800
Guard Jaeger Regiment .....	GUARD JGER REGT .....	Helsinki, Santahamina	0299 800
Kainuu Brigade .....	KAIBDE .....	Kajaani, Hoikankangas	0299 800
Karelia Brigade.....	KARBDE.....	Vekaranjärvi	0299 800
Army Academy .....	ARAC .....	Lappeenranta and Hamina	0299 800
Armoured Brigade.....	ARMD BDE.....	Parolannummi and Riihimäki	0299 800
Pori Brigade.....	PORI BDE .....	Säkylä and Niinisalo	0299 800
Utti Jaeger Brigade.....	UTTI JGER REGT.....	Utti	0299 800

### NAVY

Coastal Fleet.....	CFL.....	Turku, Pansio	0299 800
Coastal Brigade.....	CBDE.....	Kirkkonummi, Upinniemi	0299 800
Nyland Brigade .....	NBDE.....	Tammisaari, Dragsvik	0299 800
Naval Academy .....	NAC .....	Suomenlinna, Helsinki	0299 800

### AIR FORCE

Lapland Air Command .....	LAC .....	Rovaniemi	0299 800
Satakunta Air Command.....	SAC .....	Tampere, Pirkkala	0299 800
Karelia Air Command .....	KAC .....	Kuopio, Rissala	0299 800
Air Force Academy .....	AFA .....	Tikkakoski	0299 800

### BORDER GUARD (administrative units that train conscripts)

Lapland Border Guard District .....	LBGD.....	Ivalo	029 542 5000
North Karelia Border Guard District.....	NKBGD .....	Onttola	029 542 3000
Border and Coast Guard School.....	BCGS.....	Imatra	029 542 9000

*raja.fi*

### REGIONAL OFFICES as of 1 JAN 2015

(street address in parenthesis)

South Savo Regional Office P.O. Box 57, 50101 MIKKELI.....	0299 800	(Päiviönkatu 15)
Häme Regional Office P.O. Box 175 , 15111 LAHTI .....	0299 800	(Kirkkokatu 12)
South-eastern Finland Regional Office Paraatikenttä 1, 45100 KOUVOLA .....	0299 800	(Paraatikenttä 1)
Central Finland Regional Office P.O. Box 1100, 40101 JYVÄSKYLÄ.....	0299 800	(Asekatu 3 D)
Lapland Regional Office P.O. Box 23, 96101 ROVANIEMI.....	0299 800	(Someroharjuntie 21)
South-western Finland Regional Office P.O. Box 69, 20811 TURKU.....	0299 800	(Heikkilän kasarmi, Rykmentintie 15)
Pirkanmaa Regional Office P.O. Box 37, 33541 TAMPERE .....	0299 800	(Uimalankatu 1)
Pohjanmaa (Ostrobothnia) Regional Office P.O. Box 22, 65101 VAASA .....	0299 800	(Wolffintie 35)
North Karelia Regional Office P.O. Box 28, 80101 JOENSUU .....	0299 800	(Torikatu 36 B)
North Pohjanmaa (Ostrobothnia) and Kainuu Regional Office P.O. Box 119, 90101 OULU .....	0299 800	(Hiukanreitti 40, Hiukkavaara)
North Savo Regional Office P.O. Box 1080, 70111 KUOPIO .....	0299 800	(Vuorikatu 26)
Uusimaa Regional Office P.O. Box 22, 00201 HELSINKI.....	0299 800	(Pohjoiskaari 36, Lauttasaari)

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, FINLAND

### **National Defence Initiative Foundation**

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

### **Non-military civil service**

Lapinjärvi Training Centre  
Latokartanontie 97  
07800 Lapinjärvi  
Tel. (019) 530 600  
info@sivarikeskus.fi  
sivarikeskus.fi

For more information  
on regional offices, visit  
puolustusvoimat.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 are 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 40 days, rank and file with special training (longer

service period) for 75 days and officers, warrant officers and NCOs for a total of 100 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](http://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* and *mpk.fi* as well as 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 inter-

ested 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 first 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.

When you have completed your military service, there is the option of applying for fixed-term positions. Being an enlistee gives you the opportunity to develop your skills further and to try what it is like being an instructor. The goal is that when your contractual fixed-term post has ended, you apply to become a student in a military educational institution or for other military positions within the Defence Forces.

In addition to a career as an officer, the Defence Forces also offers tasks for officer specialists, 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*.

## Defence Forces Special Forces Course

The Utti Jaeger Regiment trains enlistees who serve in contractual fixed-term posts for military personnel on the Defence Forces Special Forces Course. They are trained for demanding special forces tasks. Students on the Defence Forces Special Forces Course are paid a salary during the course.



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 25 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 12 months.

Once trainees have finished the special forces course, they can apply for a fixed term non-commissioned officer's position in the Special Jaeger Battalion. 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).

► **For additional information, visit**  
**[puolustusvoimat.fi/utinjaakarirykmentti](http://puolustusvoimat.fi/utinjaakarirykmentti)**

## 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. Approximately 4,000 civilians work within the Defence Forces in both vocational and academic expert tasks around Finland according to their civilian training. The spectrum of tasks within the Defence Forces is vast. There are hundreds of job titles. Civilian jobs include e.g. mechanic, physical education instructor, engineer, systems chief, researcher, social welfare officer, financial coordinator, training coordinator, public information officer, military lawyer and doctor. Irrespective of job title, civilian employees are educated professionals in their own field of expertise. Those selected for civilian posts do not have to have completed military service or voluntary military service for women.

- ▶ **Further information at [puolustusvoimat.fi/rekry](http://puolustusvoimat.fi/rekry) and [valtiolle.fi](http://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 Border 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](http://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. Depending on the ongoing operations, the annual number is now 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 have also 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, be at least the rank of Lieutenant and at most 45 years of age.

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/porinpriikaati](http://puolustusvoimat.fi/porinpriikaati). 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.

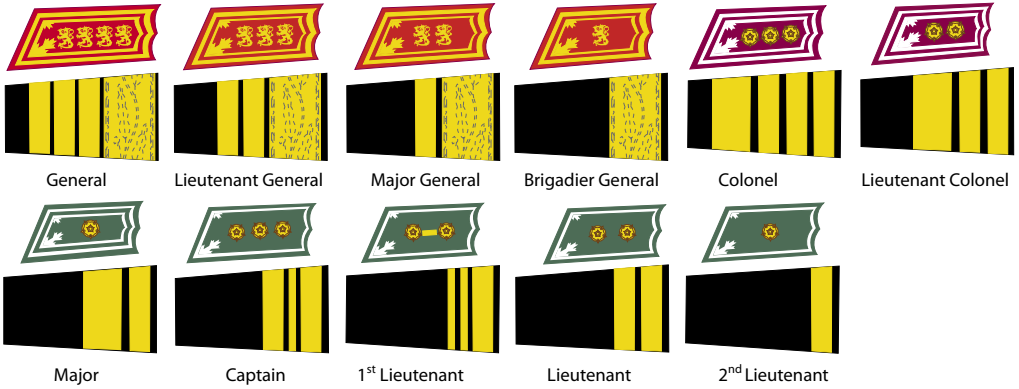
The salary of a person serving on a crisis management mission is graded according to how demanding the mission and work is. In addition to their regular salary, crisis management personnel and military observers are paid a crisis management per diem for each service day.

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.

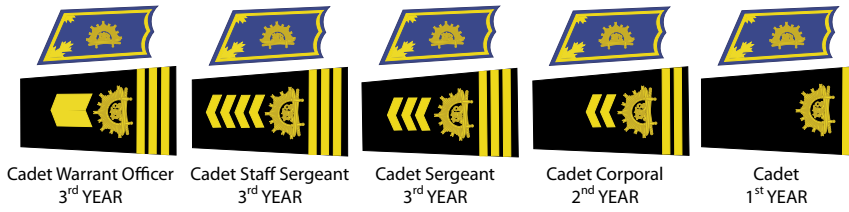
- ▶ **Additional information: [puolustusvoimat.fi/rauhanturvaaja](http://puolustusvoimat.fi/rauhanturvaaja) and [puolustusvoimat.fi/porinpriikaati](http://puolustusvoimat.fi/porinpriikaati)**

# Insignia of Rank of the Army

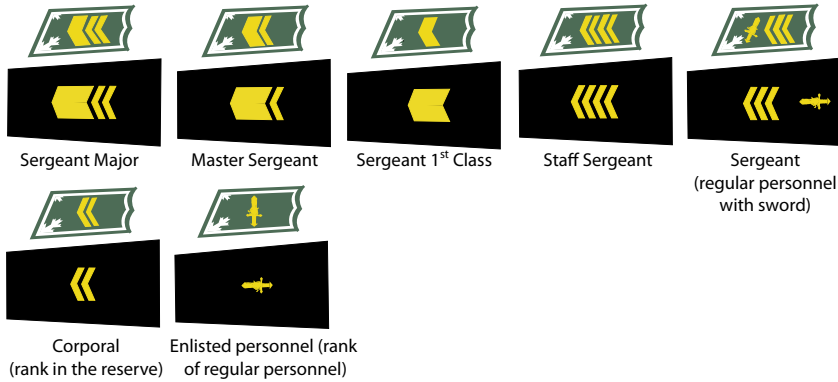
## OFFICERS AND WARRANT OFFICERS (Lieutenant - Captain)



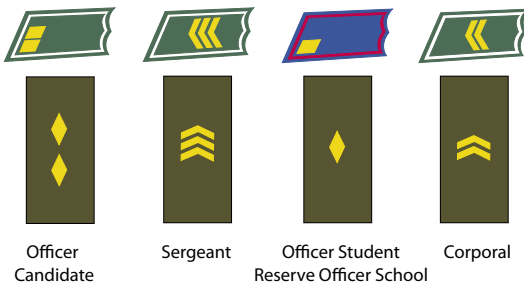
## CADETS



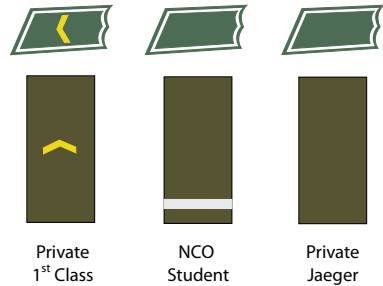
## NON-COMMISSIONED OFFICERS



## CONSCRIPT LEADERS

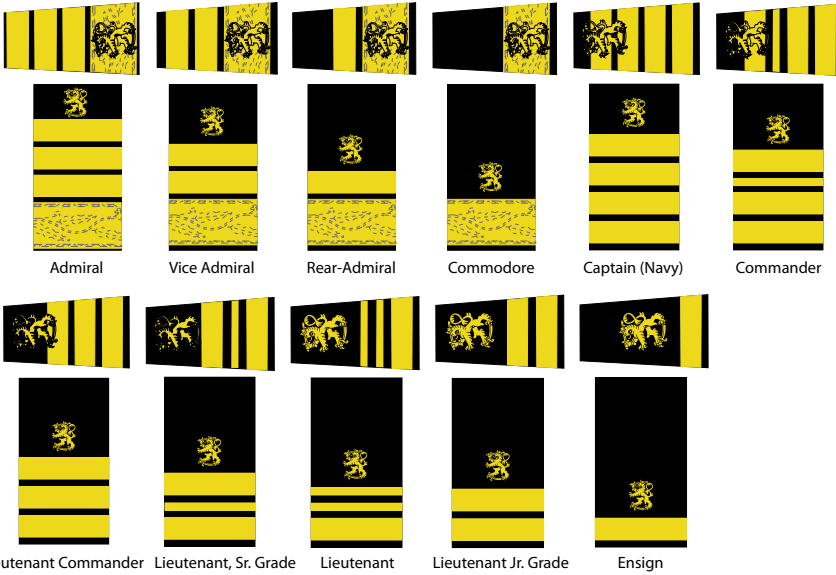


## RANK AND FILE

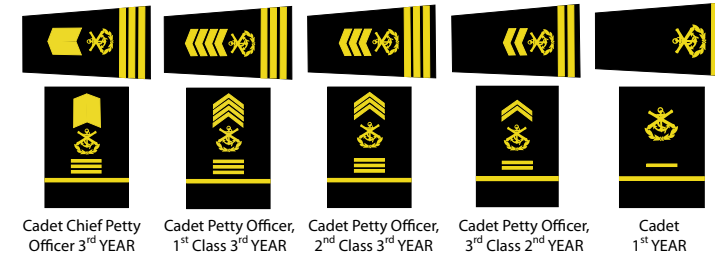


# Insignia of Rank of the Navy

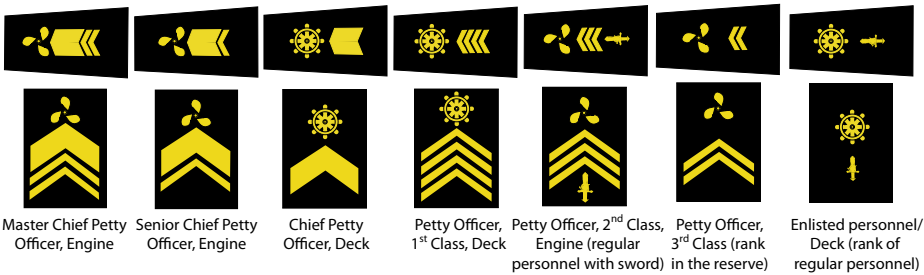
## OFFICERS AND WARRANT OFFICERS (Lieutenant - Captain)



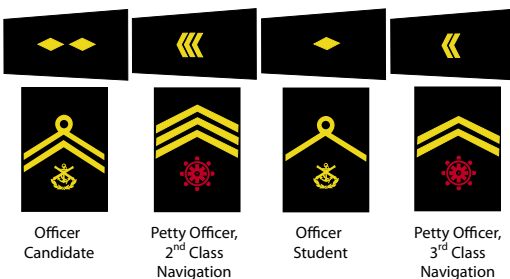
## CADETS



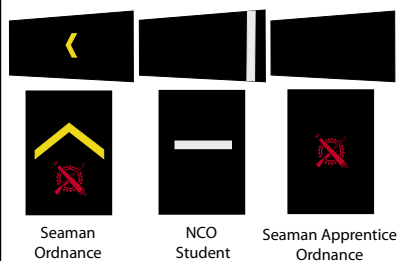
## WARRANT OFFICERS



## CONSCRIPT LEADERS



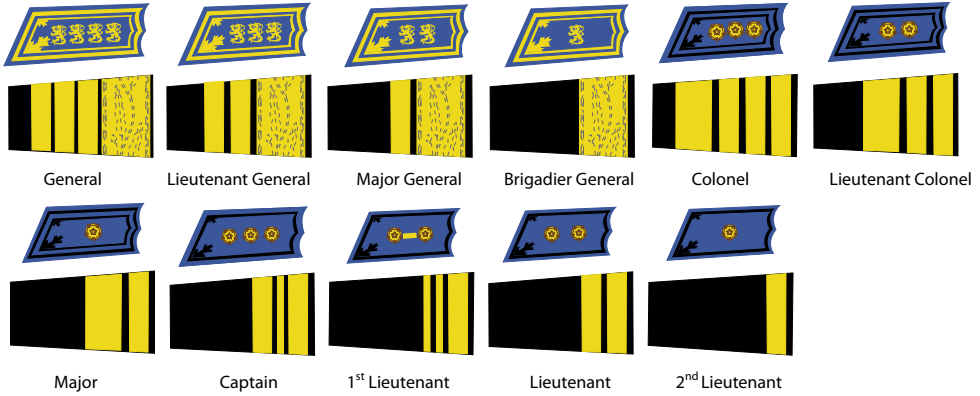
## RANK AND FILE



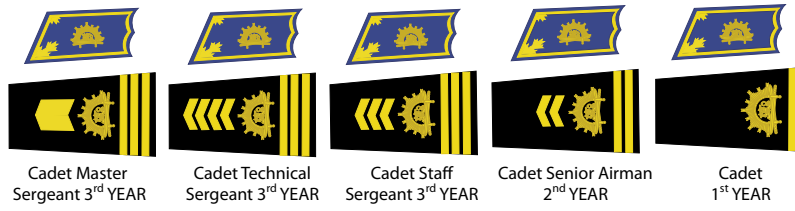


# Insignia of Rank of the Air Force

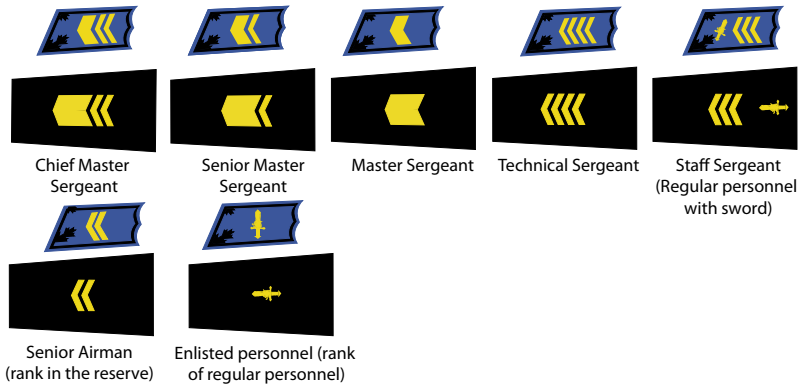
## OFFICERS AND WARRANT OFFICERS (Lieutenant - Captain)



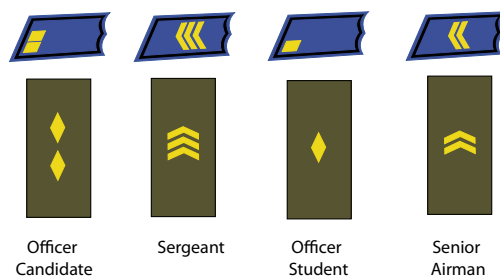
## CADETS



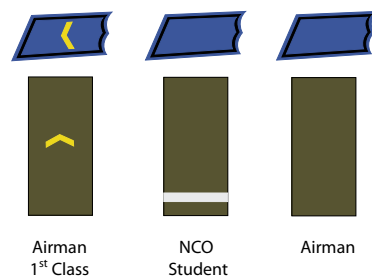
## NON-COMMISSIONED OFFICERS



## CONSCRIPT LEADERS

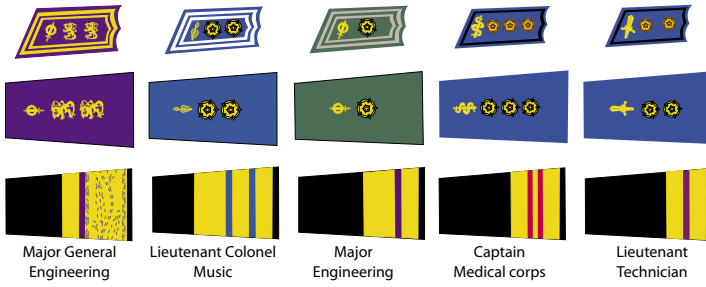


## RANK AND FILE



# Special Insignia of Rank

## OFFICER SPECIALISTS: ARMY AND AIR FORCE



Major General  
Engineering

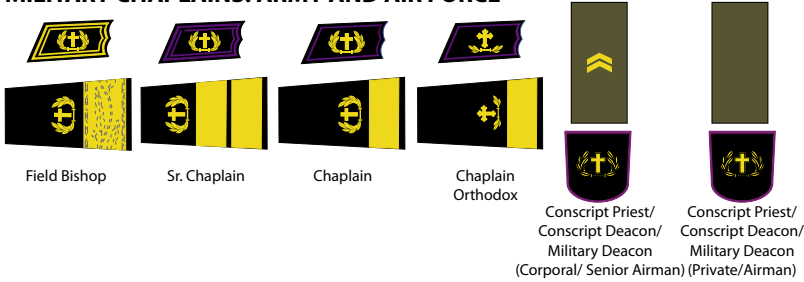
Lieutenant Colonel  
Music

Major  
Engineering

Captain  
Medical corps

Lieutenant  
Technician

## MILITARY CHAPLAINS: ARMY AND AIR FORCE



Field Bishop

Sr. Chaplain

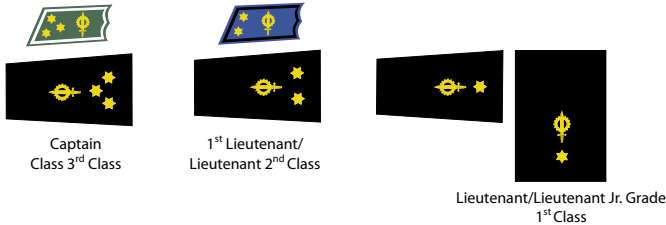
Chaplain

Chaplain  
Orthodox

Conscript Priest/  
Conscript Deacon/  
Military Deacon

Conscript Priest/  
Conscript Deacon/  
Military Deacon/  
(Corporal/ Senior Airman) (Private/Airman)

## MILITARY SPECIALISTS: ARMY, AIR FORCE, NAVY / engineering

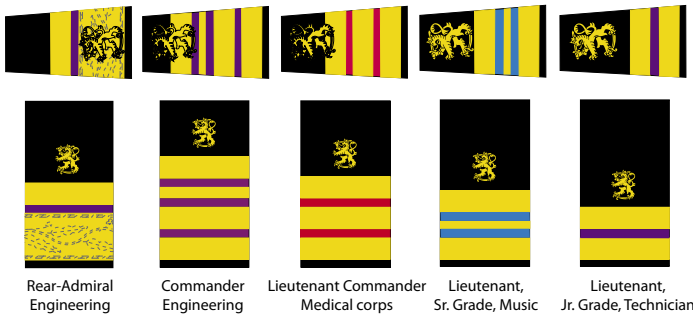


Captain  
Class 3<sup>rd</sup> Class

1<sup>st</sup> Lieutenant/  
Lieutenant 2<sup>nd</sup> Class

Lieutenant/Lieutenant Jr. Grade  
1<sup>st</sup> Class

## OFFICER SPECIALISTS: NAVY



Rear-Admiral  
Engineering

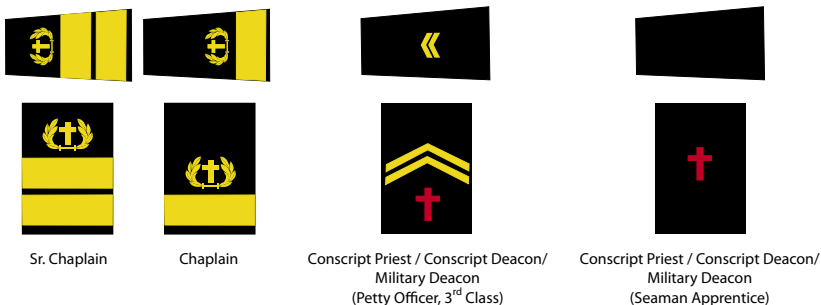
Commander  
Engineering

Lieutenant Commander  
Medical corps

Lieutenant,  
Sr. Grade, Music

Lieutenant,  
Jr. Grade, Technician

## MILITARY CHAPLAINS: NAVY



Sr. Chaplain

Chaplain

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

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