### NATO standardization conception of Ministry of Defence and National Armed Forces

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Unofficial translation

#### 1. General section

Expansion of cooperation of military forces directly influences NATO, EU and common European space in the field of security policy. Integration of Latvian Armed Forces in NATO and collaboration with other international organizations arouses necessity for united international standardization.

NATO standardization includes several elements: Elaboration of standardization conception, standardization of materials, management and control principle defining, operation planning, mission procedure, implementation of support functions, military management and control procedure, plans, defining of administrative capacity, provision and funding organization. Standardization is one of the preconditions for efficient cooperation of NAF on a national level as well as for cooperation with the armed forces of NATO member countries, PfP (Partnership for Peace) countries and international organizations.

Together with the set goals in standardization on a national level within the implemented standardization of the Ministry of Defence (MoD) and National Armed Forces (NAF), NATO defined standardization policy and NATO defined standardization requirements have to be observed. NATO elaborated Standardization conception can also be applied for the European Union (EU) as the EU does not elaborate and apply separate and different Standardization conception.

Project of MoD and NAF standardization structure guidelines and implementation plan has been included in MFA and NAF Standardization conception. NATO defined procedure and bilateral standardization agreement documents define the guidelines for standards of national level.

Standardization conception applies to all institutions under the supervision and authority of the Ministry of Defence.

## 2. Goal of conception

Goal of the MoD and NAF Standardization conception is defining the policy of standardization planning as well as implementation and control, as well as policy of implementation and control in MoD and NAF which forms the bases of:

1. development of national defence standards and requirements;

2. submitting proposals for competent standardization structures;

3. cooperation with NATO member countries and PfP partner countries in the field of standardization;

4. elaboration of national position in questions of standardization;

application of national standards and requirements for NATO standards.

## 3. Necessity of forming MoD/NAF standardization structure

#### 3.1. Standardization policy

Standardization is a constituent part of the national and NATO armed forces armour and provision planning process.

Standardization ensures mutual collaboration capacity of NAF and NATO forces in military and civil spheres.

MoD and NAF standardization policy is elaborated in a way to reach the criterions defined by NATO standardization and compatibility with allied countries.

### 3.2. Multinational content

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### 3.3. General standardization procedures

Observance of NATO standardization requirements (*Alliance Standardization Requirements - ASR*) approved in NATO planning process until 1995 was achieved during the process of approval process, by announcing standardization proposals and involving representatives of other countries and competent NATO institution (model "down to up").

In the model of standardization proposal submission "down to up", which is functioning since 18 January 1995, when the NATO Council established the NATO Standardization Organization (NSO), NATO strategic level management (see NATO publication AAP-15) in the Force Planning Process (FPP) formulated certain standardization requirements to which the national standards and every individual country requirements can be added without coming in conflict with NATO defined requirements.

Currently in STANAG adoption processes both structural models: "down to up" and "up to down" are functioning. Standardization requirements and standardization proposals are compiled in "Standardization Objectives" (SO). Goals of standardization are compiled in the "NATO Standardization Programme" (NSP) and divided in "Standardization Sub-Objectives" (SSO). According to NATO publication AAP-3 effectual Standards (STANAG) and Publications (AP) NATO Standardization Agency (NSA) at least once in three years sends to respective NATO institutions (Tasking Authorities (TA)), which are responsible for establishment, control and assessment of STANAG publication registry, by assigning necessity to revise a document or repeatedly adopt. All standardization documents have to be in compliance with NSP which is the basis of the most important standardization activities of allied countries (also Latvian MoD and NAF).

#### 3.4. NATO standardization levels

The essence and levels of standardization are defined in NATO publication AAP-6. According to publications AAP-6 issue of 2003 during the elaboration process of NATO conceptions, doctrines, procedures and projects compatibility, interoperability, interchangeability and commonality has to be achieved and sustained on the highest level in operations, administrative work and the field of provision.

There are following levels of NATO standardization:

**Compatibility** – the suitability of products, processes or services for use together under specific conditions to fulfil relevant requirements without causing unacceptable interactions.

**Interoperability** – the ability of NATO forces and, when appropriate, forces of Partner and other nations to train, exercise and operate effectively together in the execution of assigned missions and tasks.

**Interchange ability** – the ability of one product, process or service to be used in place of another to fulfil the same requirements.

**Commonality** – the state achieved when the same doctrine, procedures and equipment are used.

All international components involved in the NATO standardization process are responsible for defining different standardization requirements and specific goals in different standardization levels and priority proposals for their implementation process.

Compatibility is the minimum NATO armed forces required level. In the level of management, control and information/communication systems compatibility requirements are defined by NATO c3 Compatibility policy. Standardization level can be higher, if it is defined in a binding document of NATO and MoD of Republic of Latvia.

## 4. Standardization priorities

### 4.1. Standardization fields

To achieve the goal – compatible multinational forces – NATO member countries' ministers of foreign affairs have jointly defined the following NATO most important standardization fields:

- 1. commonality of conceptions, doctrines and procedures;
- 2. compatibility of Information and Communication Systems (CIS);
- 3. interoperability of most important NATO equipment and devices;
- 4. interchangeability of battle material technical means.

#### 4.2. Documents of particular NATO standardization fields

NATO conceptions and doctrines are outlined in following NATO documents - publications (Allied publications - AP):

1. NATO administrative publications (Allied administrative publications - AAP), general documents;

2. NATO procedures publications (Allied procedures publications - APP), procedures;

3. NATO Allied forces publications (Allied Joint Publications - AJP), types of armed forces;

- 4. NATO tactical publication (Allied Tactical publications ATP), doctrines;
- 5. NATO provision publications (Allied Logistic publications ALP), provision doctrines.

In the field of standardizations prior are the doctrines which define:

- 1. multinational operations;
- 2. joint operations;
- 3. operations of multinational allied forces.

## 4.3. Standardization procedures

Standardization procedures ensure the fundaments of efficient organization, systemized structure of management and control, as well as execution of armed forces functions. Precondition of successful collaboration among units involved in operations of allied forces of different countries is observance of those procedures which are compiled in NATO Standing Operating Procedures (SOP) and in STANAGs. To achieve the necessary level of interoperability of forces and structures, it is important to standardize the following procedures:

- 1. issuing of orders, instructions and reports in free or prescribed form;
- 2. operational procedures of commonly serviced systems;

3. fields of provision and logistics that ensure commonality of logistics and medicinal support;

4. procedures for applying for any other support in all key sectors and sectors of specialized forces.

### 4.4. Management, control and information systems

Especially significant is compatibility of management, control, information and communication systems. If national and NATO management and control procedures and technical resources are mutually coordinated, collaboration possibilities with non NATO member countries have to be considered. Compatibility of management, control, information and communication systems has to be achieved according to structured exchange of reports (including Allied Data Publication – 3/ADatP-03) and standardization of internal data transmission system, involving new technology standards.

#### 4.5. Standardization of materials

The necessary standardization level has to be defined during the process before elaboration of the system. Standardization requirements have to be divided in the following fields: armour system and equipment, aggregates, components and spare parts (for special consumption parts), which form the system of armour equipment as well as dry freight supplies.

Material technical resources (MTR) which are not used in collaboration with other countries and their force units are used in the level of interoperability. In other cases following requirements have to be observed:

- 1. compatibility of long-term usable resources;
- 2. compatibility of freight, freight processing and transportation systems;

3. interchange ability of those resources which are used in operations for mutual support or commonality, especially ammunition, fuel, lubricants and particular spare parts;

4. compatibility of tactical simulative systems, arms and their testing systems used on training centres and polygons;

5. compatibility of information systems planned for MTR provision planning and management.

#### 4.6. Implication of principles and procedures

Joint principles, procedures and standardized MTR are essential preconditions for armed forces to be able to efficiently execute their tasks and participate in multinational and joint forces operations and trainings. For such a collaboration following things are needed:

1. concerted and coordinated training of personnel and units (sub-units) which is planned for participation in international operations;

2. joint principles, requirements and training on NATO doctrines and procedures selecting officers for service in NATO headquarters as well as for officials in National Armed Forces of Republic of Latvia which will have collaboration with NATO and PfP structures.

### 4.7. Priorities

### Priority No 1

• establishment of NATO standardization system mechanisms and implementation in MoD/NAF;

• provision of equipment, vehicles, armour, SOP and training provision according to requirements of NATO standardization for units (sub-units) participating in international operations or which are planned to be sent there;

• preparation of personnel planned for NATO and international operations' headquarters according to NATO requirements;

• arrangement of NAF C3 scheduled NAF unit structures, personnel and equipment tables according to necessary standardization levels and requirements.

### **Priority No 2**

• creation and attesting of NATO scheduled NAF units according to defined standardization levels;

MoD and NAF full involvement in NSO managed work process.

#### **Priority No 3**

Gradual preparation and provision of all NAF units and headquarters according to NATO standards requirements.

#### 5. Organization and responsibility

The Ministry of Defence of the Republic of Latvia within the area of its authority is responsible for procedural control and administration of standardization policy and standardization agreements (STANAG).

The MoD ID Standardization division and NAF J-5 departments' NATO Standardization division is responsible for NAF standardization (including elaboration and implementation of MoD/NAF standardization conception) as well as for Latvian military representation within NATO standardization policy.

The NAF headquarters J-5 department is responsible for coordinating assessment and analysis of NATO standardization agreements.

Supervisor of NATO standards is the Ministry of Defence Integration Department NATO Standardization Division. Keeper of NATO standardization documents – unclassified

STANAGs and publications – is the Ministry of Defence Integration Department NATO standardization Division.. Keeper of classified STANAGs and publications is defined in Chapter 6 of MoD and NAF Standardization conception "Circulation of NATO classified information".

Sector experts are defined by the Headquarters of the National Armed Forces in cooperation with the MoD ID NATO Standardization Division, selecting them from structural units.

MoD and NAF standardization organization and activities have to comply with standardization policy and procedures used by NATO.

Head of the MoD ID NATO Standardization Division is responsible for representation of MoD standardization policy in NATO Standardization Committee (NSC).

Head of the MoD ID NATO Standardization Division is the chairman of Standardization Management Group (SMG).

SMG objectives:

1. elaborate MoD and NAF standardization position in order to represent it on national and international level;

2. elaborate procedural and implementation priorities of national standardization projects;

3. coordinate activities and projects of all MoD and NAF subdivisions considering NATO/EU activities;

4. develop and coordinate with the responsible institutions State Standardization conception, collaboration and procedures.

If necessary representatives of standardization policy and STANAG control divisions and officials of Latvian representatives from NATO (Tasking Authorities) institutions are included in established Specialized standardization work groups (according to publication AAP-3). For execution of specific tasks persons competent in the specific fields can be involved. In specialized NATO standardization work groups NAF is represented by sector experts.

Standardization management group has to manage mutual exchange of information, involve in NATO standardization activities, define MoD and NAF standardization structures and distribution of NATO duties of military representations of republic of Latvia. In the description of NATO personnel positions of military representations of the Republic of Latvia have to include the executive functions in NATO Standardization councils and work groups assigning the representatives to convey MoD and NAF standardization structures formulated opinion in these institutions. The Latvian military representative uses all opportunities to represent, defend and consider the interests of Latvia in meetings of NATO standardization work groups, by influencing the time of the meeting of these groups, procedure and decisions made.

#### 6. Circulation of NATO classified information

Circulation of NATO classified standardization documents is defined by Cabinet Regulation "On Protection of State Secret and Classified Information.

#### 6.1. Keeping

NATO classified standardization documents are kept in a classified information register (Constitution Protection Bureau – CPB) or NAF headquarters sub-register (NAF headquarters special record keeping) depending on level of classification.

### 6.2. Admittances

Besides admittance of the Republic of Latvia for work with objects including state secret a NATO admittance is issued for work with NATO classified documents.

### 7. Implementation of MFA and NAF NATO standardization conception

According to Standardization Conception, personnel and units have to elaborate implementation guidelines in the fields of their authority, considering NATO standardization policy.

### 7.1. Usage

Standardization influences NATO common planning process and operation procedures in the field of cooperation research and development, protection equipment purchase and usage of cooperation services.

### 7.2. Liabilities

Adoption and implementation of standards in NATO member countries is based upon the principle of volunteerism. STANAG approved by Latvia is binding for the MoD and NAF.

Implementation of STANAG is controlled by NAF headquarters. If implementation of STANAG is under the authority of MoD, the head of the MoD ID NATO Standardization Division takes over the control function in written form. If there is information that STANAG implementation will be delayed and it will not be possible to comply with the implementation date defined in the letter of approval, the MoD ID NATO Standardization Division prepares and sends an informative letter to NSA (see 8.2.), indicating the preferable implication date of Latvia.

## 8. Approval and implementation of STANAG

#### 8.1. Basic approach to implementation of STANAG

STANAG assesses by sector expert involving also other experts if necessary and prepares a report. In the report it is indicated whether Latvia can agree with STANAG, necessary measures for implementation of STANAG, costs of implementation and suggestions on the process of approval and implementation. MoD ID NATO Standardization Division and NAF J-5 Department NATO Standardization Division prepares this report for review in the MoD and NAF Standardization Management Group. The SMG reviews the report and in case of unanimous decision recommends STANAG for approval. The MoD ID NATO Standardization Division according to the SMG protocolled decision prepares the *Letter of STANAG approval for NSA*, which is signed by deputy state secretary of MoD in defence planning issues, if necessary by senior official. If the MoD and NAF Standardization Management Group is unable to make an unanimous decision a report for the MoD State Secretary is prepared and he/she decides about revision of this issue in the meeting of Defence Planning and Integration in the NATO Coordination Council (DPINCC).

For the process of adoption or non adoption and implementation procedure defined in NATO publication AAO-3 has to be used. (see reference). MoD and NAF structures have to follow the regulation – if possible STANAG have to be approved (with objections according to defined procedure) even if its implementation is not planned (for example, on equipment which is not in the tables of NAF of the Republic of Latvia equipment and organization) or mentioned operational activity cannot be used.

If some of STANAGs MoD of the Republic of Latvia can not approve due to objective circumstances then before the final decision representatives of Latvia participating in NATO Standardization Agency work groups and councils have to achieve such changes that would

allow approval of STANAG. If necessary changes for approval of STANAG are not made, STANAG is not approved.

## 8.2. Aspects for assessment

Before approval and implementation of STANAG responsible structural units of ministry and NAF have to control and assess:

1. relevance to legislation, laws and regulations of the Republic of Latvia and regulations of the MoD and NAF.

2. possible costs and economic expedience;

participation liabilities in ministry, structural units under its authority and supervision and existing procedures.

If necessary the MoD Legal Department gives opinion on assessed aspects of they affect questions of a legal character. For rendering of opinions other military and non military structures and units can be involved. Their involvement in state defence measures is defined by the Mobilisation Law.

### 8.3. Levels of STANAG approval

There are following levels of approval

• "Approves without reservations" – the MoD of the Republic of Latvia agrees with the document;

• "Approves with reservations" – written adjustment with which NATO member countries outline which part of STANAG it will not implement or will implement partly;

• "Approves but does not implement"- the MoD of the Republic of Latvia agrees but does not work in this sphere;

• "Does no approve"- the MoD of the Republic of Latvia does not agree with the document;

• "Does not participate"- the MoD of Republic of Latvia by some reason does not participate in elaboration and implementation of STANAG. Non participation is considered to be refraining from voting but is not considered to be an objection of STANAG announcement.

Execution of certain standard requirements can be limited if:

There is lack of sufficient funds;

• goals, laws or orders of national policy is in conflict with certain standard requirements;

• the field in question is not developed in the Republic of Latvia.

#### 8.4. STANAG approval letter

In STANAG approval letter for NATO Standardization Agency Latvia announces the approval level of STANAG, name and date of implementation document.

#### 8.5. Implementations of STANAGs

When sending an approval letter to NATO the MoD of the Republic of Latvia in it indicates the STANAG and its implementation date. If the STANAG is implemented in the National Armed Forces then the number and name of the implementation document is indicated.

When NATO announces coming into force of the new STANAG which the MoD has approved and decided to implement, the order of the NAF commander (in particular cases Minister of defence) about implementation of the STANAG is prepared. To fully meet the requirements of the STANAG appropriate training manuals, regulations and directives are prepared.

The MoD of the Republic of Latvia informs about implementation of the STANAG, sending in a letter the number and name of the STANAG implementation document.

## 9. Application of existing standards

MoD NAF use NATO STANAGs and publication which are approved and effectual.

According to annual issue of publication AAP-6, NATO terminology will be used when applying NATO standards.

As standardization process is an integral part of NATO planning, approval and implementation of standards is an obligation of member countries. Wherewith in order to manage these obligations not only close collaboration of countries is needed but also coordination of standardization activities on a national level in different disciplines of planning related to NATO planning processes (forces, armour, resources, communication/information systems, provision, nuclear materials, civil alarm planning).

If there are no equivalent civil standards and/or available STANAGs are not sufficient, structures of the Republic of Latvia can submit proposals for elaboration of new NATO standards. Procedure and order of proposal submission is defined in NATO publication AAP-3.

The most important goals of standardization are listed in NATO Standardization Programme (NSP). By the end of every first quarter Standardization Management Group prepares progress report for inclusion in NSP indicating the required corrections.

In individual fields the MoD prepares reports in the form of a data base. In order to improve the data base personnel responsible for standardization provides MoD Standardization Division with the necessary information wherewith this information or lists are available to SMG.

#### Abbreviations used in conception

#### AAP

Allied Administrative Publication

# AAP-3

Allied Administrative Publication "Procedures for the development preparation production and the updating of NATO Standardization agreement (STANAGs) and Allied publications (APs)"

## AAP-4

Allied Administrative Publication "NATO Standardization agreements and Allied publications"

#### AAP-6

Allied Administrative Publication "NATO glossary of terms and definitions (English and French)"

# ADatP

Allied Data Publication

## AJP

Allied Joint Publications

# ALP

Allied Logistics Publication

## MoD

Ministry of Defence

# MoD ID NATO SD

MoD Integration Department NATO Standardization Division

# AP

Allied publications

# DPINCC

Defence Planning and Integration in NATO Coordination Council

## ASR

Alliance Standardization Requirements

## ATP

Allied Tactical publications

## CIS

Communication/information system

## EU

European Union

# FPP

Force Planning Process

# GNV

NATO Strategic Command

# MTR

Material technical resources

# NATO

North Atlantic Treaty Organisation

## NATO C3

NATO Compatibility Policy - "Consultation, Command and Control"

# NAF

National Armed Forces

# NSA

NATO Standardization Agency

# NSK

NATO Standardization Committee

# NSO

NATO Standardization Organization

## NSP

NATO Standardisation Programme -

## PfP

Partnership for peace

## POL

Petroleum, oil and lubricants

# SO

Standardization Objectives

# SOP

Standing Operating Procedures

# SSO

Standardization Sub-Objectives

# STANAG

Standardisation Agreement

SMG

Standardization Management Group

ТΑ

Tasking Authorities

### Definitions

1. Allied countries armed forces- forces scheduled for joint operations of countries involved in NATO and/or PfP programme.

2. NATO Standardization – process of development of conceptions, doctrines, procedures and plans to achieve and maintain the level of compatibility, interchange ability and commonality in planning and implementation of operations, procedure and materials as well as in the circulation process of administrative documents. Main document of the procedure of this process is Standardization agreement (STANAG) among the countries.

3. NATO armed forces – forces scheduled for joint operations of NATO member countries.

4. NATO allied forces (see No 1).

5. PfP countries – countries involved in the programme "Partnership for Peace".

6. NATO standardization policy – guidelines elaborated by NATO strategic management in order to improve the operational efficiency and compatibility of materials of NATO multinational military forces.

7. MoD/NAF Standardization structure – MoD and NAF structural units responsible for observance of NATO and the Republic of Latvia standardization policy and control and circulation of standardization documents (see Standardization Structure Scheme).

8. National Defence Standards – standards which are binding merely for institutions under the supervision of MoD and regulate a sector in National Armed Forces.

9. Standardization doctrines – NATO standardization guidelines in particular fields included in NATO publications.

10. Standardization procedures – procedures defined in NATO publication AAP-3 "Procedures for the development preparation production and the updating of NATO Standardization agreement (STANAGs) and Allied publications (APs)".

11. NATO Standardization Programme – prioritized and approved standardization programme which is based on NATO member countries standardization requirements and is implemented in both processes of standardization - "down to up" and "up to down".

12. NATO Standardization goals (subordinated goals) – goals defined in NATO Standardization Programme.

13. NATO publications – documents regarding certain type or sector of armed forces and containing doctrines and manuals regulating the particular sector.

14. NATO Standardization Agreement – NATO member countries agreement document (with particular number and sector code), where binding principles for all NATO member countries which have approved STANAG.

15. Tasking Authorities (TA) - NATO tasking authorities (NATO committees, councils, etc.), eligible to assign tasks for NATO institutions

16. Compatibility – the suitability of products, processes or services for use together under specific conditions to fulfil relevant requirements without causing unacceptable interactions.

17. Interoperability – the ability of NATO forces and, when appropriate, forces of Partner and other nations to train, exercise and operate effectively together in the execution of assigned missions and tasks.

18. Interchange ability – the ability of one product, process or service to be used in place of another to fulfil the same requirements.

19. Commonality – the state achieved when the same doctrine, procedures and equipment are used.

20. Standardization sector (institution) – structure defined in standardization law managing standards of particular sector.

21. Multinational operations – operations in which sub-units of more than one country are participating.

22. Joint operations – Operations where structural units of at least two force types are participating.

23. Combined Joint Task Force operations – operations involving units from different countries and force types as well as special task units.

24. Standard Operation Procedures – standardized performance of operational activities of any process involved structural unit.

25. NATO C3 Compatibility Policy – NATO defined policy to achieve one of standardization goals – compatibility (see. "Compatibility").

26. (STANAG) approval – procedure to which all NATO Standardization documents are subordinated in order to gain legal force.

27. (STANAGu) implementation – observance of approved STANAG requirements adopting its regulations as basis for further activities

28. "Approval without reservations" - MoD of the Republic of Latvia agrees with the document;

29. "Approves with reservations" – written adjustment with which NATO member countries outline which part of STANAG it will not implement or will implement partly;

30. "Approves but does not implement"- the MoD of the Republic of Latvia agrees but does not work in this sphere;

31. "Does no approve"- the MoD of the Republic of Latvia does not agree with the document;

32. "Does not participate"- the MoD of Republic of Latvia by some reason does not participate in elaboration and implementation of STANAG. Non participation is considered to be refraining from voting but is not considered to be an objection of STANAG announcement.

33. Sector expert – specialist of the particular sector..

34. Keeper of NATO unclassified STANAGs and publications – document storage in electronic or other form, here: the Ministry of Defence Integration Department NATO standardization Division.

35. Keeper of NATO classified STANAGs and publications – document storage in electronic or other form, here: the Ministry of Defence National Armed Forces headquarters special record management.

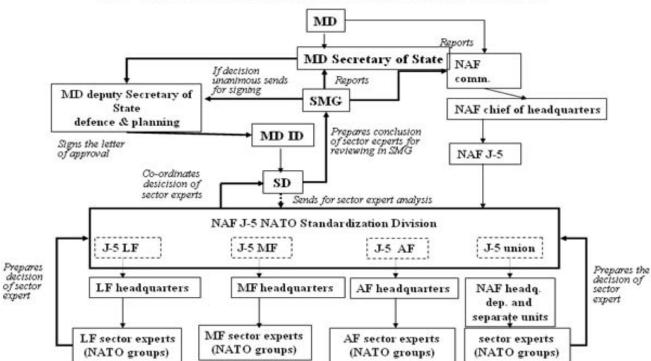
36. NATO standards surveillance institution – institution which performs control functions of circulation of NATO standardization documents (STANAG and publications) and observance of NATO procedure until their implementation, here: the Ministry of Defence Integration Department Standardization Division.

\* - AAP-3

\*\* - AAP-6

### Documents used in elaboration of conception

- 1. AAP-3 (I), Procedures for Development, Preparation Production and the Update of STANAGs and Aps
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- 10. LR Nacionālo bruņoto spēku likums, 1999.gada 4.novembris.
- 11. LR Standartizācijas likums, 2001.gada 28. oktobris.
- 12. MC 20/9 Military Committee Policy for Standardization
- 13. MC 400/2 May 23, 2000
- 14. MCM-077-00, May17, 2000
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- 16. MK noteikumi Nr.236 "Aizsardzības ministrijas nolikums", 2003.gada 29.aprīlis
- 17. Nacionālo bruņoto spēku štāba nolikums, ieviests ar AM 1998.gada 8.septembra pavēli Nr.205 "Par NBS štāba nolikuma apstiprināšanu".
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**MD** and NAF Standardization structure scheme