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Policy

Pre- deployment and Pre-rotation Visits

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Contact: Force Generation Service, Office of Military Affairs, DPO
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**DPO AND DOS POLICY ON
PRE-DEPLOYMENT AND PRE-ROTATION VISITS**

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A. n/a

A. PURPOSE AND RATIONALE

1. The policy specifies the roles, responsibilities, and lines of reporting on Pre-deployment visits (PDV) and Pre-rotation visits (PRV) conducted to Member States that have been selected and invited to contribute formed military and/or police units to a specific United Nations (UN) field mission, as well as deployed units with performance shortfalls to be rotated.¹
 2. This policy guides the planning and conduct of PDV/PRV. PDV entails inspection to ensure the major equipment and self-sustainment capabilities to be deployed are in accordance with the draft Memorandum of Understanding (MOU)/Letter of Assist (LOA), finalizing cargo load list and operational readiness status, validating knowledge about conduct and discipline, particularly related to Sexual Exploitation and Abuse (SEA) of the concerned Unit and confirming if the pre-deployment training is being conducted or completed as per the established UN standards and mission requirements.
 3. This PDV/PRV policy validates compliance with UN policies, regulations, procedures, and requirements with a view to finalize deployment preparations with the Member States wishing to contribute to specific UN field missions.
 4. The policy also outlines the respective responsibilities of UNHQ (DPO, DPPA and DOS), field missions and Member States on the preparation and conduct of PDV/PRV. The policy should be read and implemented in conjunction with other related guidance relating to the generation and deployment of military and formed police units.
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¹ This Policy will also apply mutatis mutandis to formed units deployed/deploying to field missions under the purview of the Department of Political and Peacebuilding Affairs (DPPA).

B. SCOPE

5. This policy applies to all DPO, DPPA, DOS and field mission personnel involved in planning and conducting PDV/PRV. It specifies the responsibilities of contributing countries in the conduct of PDV/PRV. The policy deals with PDV/PRV as essential elements of wider pre-deployment and pre-rotation activities by DPO/DPPA/DOS/field missions and contributing countries.
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C. POLICY

6. Pre-deployment Visits Overview

- 6.1. PDV shall be the standard rather than the exception for every military or formed police unit deploying to a UN field mission for the first time. It shall be conducted as part of the force/police generation and deployment process of a contingent unit destined for a specific UN field mission, after accomplishing a successful AAV or having been elevated to Level 2 or 3 in the UN Peacekeeping Capability Readiness System (PCRS) and having a draft MOU/LOA at hand to guide the process. For units at the Rapid Deployment Level (RDL), PDVs are not mandatory. However, DPO shall have the prerogative to decide.
- 6.2. PDV shall be conducted either physically (in-person) or remotely. However, a physical PDV shall be the norm and take precedence over a remote PDV. Remote PDV shall only be conducted on exceptional basis for a capability where a physical PDV (in-person) is not viable at that material time and if approved by the USG DPO.
- 6.3. The OMA/FGS or PD/SRS as lead entities shall closely coordinate PDV with various stakeholders at UNHQ, field mission and the related contributing country. In addition, DOS/UCSD and DOS/ATS are to be provided sufficient notice to schedule and conduct MOU/LOA negotiations and are to ensure availability of draft MOU and LOA prior to the PDV. As far as practicable, UNHQ shall be represented by the same staff in MOU/LOA negotiations and the PDV. Contributing countries are also encouraged to nominate the same representatives for participation in all visits including reconnaissance visit and negotiation activities, where possible. Information sharing shall also be closely coordinated at UNHQ as well as mission processes associated with PDV. PDV shall be prepared using the latest operational, logistical, and technical information, such as force requirement tables, draft MOU/LOA and reconnaissance reports. These shall be distributed to all PDV members.
- 6.4. The conduct of PDV shall commence only when the deploying T/PCC demonstrates advanced state of readiness and compliance, including command, personnel, training, major equipment, and self-sustainment equipment. As a mandatory requirement, prior to the visit, the PDV team shall receive and review the COE list from the T/PCC in line with the draft MOU (including pictures, technical data and specifications).

7. Remote Pre-deployment Visits

- 7.1. Remote PDV shall only be conducted as an exception where a physical PDV is deemed not practicable or viable and shall be approved by the USG DPO. Circumstances that will require a remote PDV include:

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7.1.1. Natural/man-made disaster, epidemic/pandemic or insecurity caused by conflict/war, restricting the movement of a visiting PDV team to a T/PCC for physical or in-person PDV.

7.1.2. A pledge unit that has undergone a successful deliberate Assessment and Advisory Visit (AAV) within a maximum period of 18 months and during which 90 per cent COE and personnel were verified, while there has been no significant unit reconfiguration requested by the mission nor recommended for a remote PDV by the UN AAV team. Final decision shall be subject to expert advice and approval by the USG DPO in consultation with USG DOS.

7.1.3. Technical verification of a specialist equipment for which the cost of traveling to a T/PCC is assessed as not economically prudent. This would require expert advice and approval by USG DPO in consultation with USG DOS.

7.2. Nonetheless, certain aspects or specific verification, such as those related to Conduct and Discipline and SEA issues, may be conducted remotely as part of a PDV conducted in situ, at the discretion of the responsible office.

8. Pre-rotation Visits and Assessment of Operational Capabilities

8.1. Pre-rotation visits (PRV) shall be conducted for military contingents deployed in UN field missions with performance shortfalls, as recommended by field missions or upon the request of the concerned TCC. All PRV shall be approved by the USG DPO. As a norm, the field mission must have conducted an in-mission evaluation exercise for a contingent or formed unit concerned, and performance related shortfalls identified. The evaluation report shall request conduct of a PRV for the unit as part of its recommendations. The field mission shall submit its report to UNHQ (Military Performance Evaluation Team – MPET) for analysis and potential submission to the Monthly Performance Meeting (MPM) chaired by USG DPO. USG DPO approval to conduct a PRV shall be coordinated by the respective Division in IOT with OMA/FGS and OMA/MPET and conveyed to the affected contributing country. PRV shall follow a sequence in planning and conduct similar to PDV. OMA/FGS shall take the lead and coordinate with UNHQ stakeholders, field mission and affected TCC. OMA/MPET shall lead all aspects of Military Skills Validation (MSV) during PRVs. If the TCC is deploying new equipment due to amendment of the units initial MOU/LOA between the TCC and UNHQ, the PRV team may inspect the new equipment if not already done.

8.2. Due to performance related shortfalls identified by the Force/Sector headquarters evaluations' results, USG/DPO or OMA leadership may decide to conduct a Military Skills Validation (MSV) visit. OMA/MPET coordinates with the TCC and other respective offices such as the Integrated Training Service, the Light Coordination Mechanism and Conduct and Discipline Service and leads the Military Skills Validation visit.

8.3. Also, due to the fast-changing peacekeeping environment in contemporary UN peace operations, field missions may be forced to either restructure, adapt, or rebalance to cope with the impending challenges and achieve their assigned mandates. In such circumstances where the reconfiguration or transformation caused by restructuring, adaptation, or rebalancing changes the progeny unit's nomenclature, operational tasks, and equipment status significantly from its former parent unit resulting in requirement for new equipment deployment or major amendment of the MOU/LOA, a PRV may be

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conducted prior to the initial deployment of the reconfigured or transformed unit(s) when the MOU/LOA amendment has been conducted by the UNHQ and the TCC.

- 8.4. Unlike military units, PD conducts Assessment of Operational Capabilities (AOC) before deployment of Formed Police Units (FPU) instead of PRV. Usually, for every rotation PD in concert with field missions conduct AOC for FPU. The Formed Police Assessment Team (FPAT) which conducts the AOC exercise is composed of representatives from PD and field missions.²

9. Timelines for PDV/PRV

- 9.1. Pre-deployment/rotation visits should be conducted at a minimum 8 to 12 weeks prior to deployment, to ensure practical implementation of visit findings, including adjustments to the draft MOU and/or LOA or Self-Sustainment and Major Equipment. Contributing countries should arrange the concentration of personnel and equipment into formed units/contingents at the time of the PDV/PRV.

10. PDV/PRV Report

- 10.1. A PDV/PRV report shall be finalized and made available for adjustment of the MOU/LOA and mission preparations no later than five (5) working days after the return of the PDV/PRV/AOC team leader to UNHQ. All participants must submit their respective reports to the team leader on time to facilitate completion of the final report.
- 10.2. The report shall be distributed to all areas represented on the visit and participating in MOU/LOA negotiations. A copy of the PDV/PRV report shall be formally passed to the contributing country. Distribution to the mission shall be to all areas directly involved in preparations, including the appropriate sections/cells in the field mission Force Headquarters, Police Headquarters, Mission Support Division (including Mission Support Centre) and UNMAS office.

11. Finance

- 11.1. Field missions shall be responsible to meet the following expenses for UNHQ participants up to financial year 2023/2024³:
 - 11.1.1. Travel expenses by visit team participants (including Daily Subsistence Allowance) to and from contributing countries.
 - 11.1.2. Any official travel in-country by visit team participants that is not provided by the contributing country.
- 11.2. Effective financial year 2024/2025 until so decided by the relevant DPO/DOS/DPPA leadership, respective UNHQ entities and field missions shall budget for their participants based on PDV/PRV plan shared by OMA and Police Division. UNHQ entities participating in PDV/PRVs must ensure adequate funds are available as per the budgeted plan for the conduct of the visits.

² Police Division AOC SOP (ref. 2017.9) refers.

³ UN financial year starts on 1 July of a current year and ends on 30 June of the following year.

- 11.3. The UN shall not be responsible for the travel expenses by Regional or Sub-regional organization, Permanent Mission or other Member State representatives that might arise in relation to a PDV.
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D. ROLES AND RESPONSIBILITIES

12. The USG DPO approves PDV and PRV requests. The approval decision is based on a proposal submitted by the DPO lead office (Office of Military Affairs or Police Division), in consultation with other relevant DPO and DOS offices. The USG DPO can delegate the approving authority to the OMA MILAD for military contingents and POLAD for formed police units. PDV/PRV proposals should include, at a minimum:
- 12.1. Terms of reference for the visit.
 - 12.2. Proposed dates, composition, tasks and estimated UNHQ travel expenditure.
13. During the visit, the UN PDV/PRV team shall:
- 13.1. Brief national officials and key contingent personnel, mainly covering the purpose and mode of conduct of the PDV/PRV; what is expected from the T/PCC and the expected outcome of the UN team.
 - 13.2. Assess the operational capability and deployment timeliness of each unit.
 - 13.3. The Visiting team will review the draft CLL to confirm accuracy of data against actual cargo (requires equipment/cargo readiness) and will provide guidance and make recommendations to the T/PCC for completion of the draft CLL.
 - 13.4. The Visiting Team will ensure that the CLL and equipment displayed reflect the equipment agreed upon in the draft MOU. Any exceptions will require approval by DOS/UCSD and/or the receiving field mission to ensure financial and/or operational implications are acceptable.
 - 13.5. Review and assess the cargo (ME and SS) and shipping documentation to determine readiness for deployment. Where applicable, the MOVCON representative will make recommendations to the T/PCC to ensure the load meets expected standards, and where possible, to reduce the overall volume of the shipment.
 - 13.6. Recommend, in consultation with all relevant UN entities, a program of UN peacekeeping training and pre-deployment briefings.
 - 13.7. Verify and report on the equipment and self-sustainment facilities presented against the draft MOU/LOA.
 - 13.8. Assess human rights and/or conduct and discipline specific mitigation measures, as identified in the force generation process and agreed upon with the T/PCC.
 - 13.9. Assess the deployment readiness and operational capability of medical units/contingents, including medical personnel structure, professional competency and language capability, major medical equipment, medical drugs, pharmaceuticals and consumables, other self-sustainment categories and capabilities.
 - 13.10. Assess pre-deployment medical-related training (refer to UN Medical Support Manual). If flexible, pre-hospital trauma life support drill and mass casualty drill by Level 2 and above medical contingent can be conducted and assessed.
 - 13.11. Where applicable, assess the professional qualification of medical personnel and brief the TCC on the relevant technical clearance procedures and timelines.
 - 13.12. Assess the adequacy of the pre-deployment medical screening process and review health protection measures to be adopted by the contingent, including its immunization schedule and pre-deployment examinations.

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- 13.13. Conduct spot assessment and validation of practical first aid skills of individuals in formed units and individual military/police officers and experts through random selection.
 - 13.14. Assess provisions to take care of the physical and mental well-being of contingent members during deployment.
 - 13.15. Discuss and draft with the contributing country an Executive Summary of the overall assessment by the visiting team before completion of the visit. The 'Executive Summary' must be signed by both the representative of TCC and UN Team leader by the end of PDV/PRV.
 - 13.16. Commence drafting a PDV/PRV report. All team members are to provide required inputs/reports (which will form an annex(es) to the main PDV/PRV report) related to their respective fields, to the UN Team leader facilitating completion of the final report.
 - 13.17. The UN PDV/PRV team and the contributing country shall ensure the meaningful participation of women in the contingent or formed unit at all ranks and staff functions. The visiting team shall also support and encourage the contributing country to achieve the yearly gender target as set by the United Nations, DPO Uniformed Gender Parity Strategy (2018-2028).
 - 13.18. The UN PDV/PRV team and TCC will ensure that adequate consideration is given to gender-related needs and that facilities, equipment and other provisions are in place to meet specific needs of women, men, and gender-diverse peacekeepers.
14. During the visit, the contributing country is requested to:
- 14.1. Display and demonstrate the major equipment listed in the draft MOU/LOA, complete with associated minor equipment including tools and manuals.
 - 14.2. Display and demonstrate items in each applicable self-sustainment category in accordance with the draft MOU(s) and, if applicable, the items for initial provisioning.
 - 14.3. Display all ammunition prepared for deployment in accordance with the pre-approved lists cleared by Force Generation Service or Police Division Selection and Recruitment Section.
 - 14.4. Provide load lists, detailed characteristics of the major equipment items and photographs where possible, and information on the ammunition to be deployed by the contingent or formed unit.
 - 14.5. Demonstrate training; provide training curricula, including on United Nations policies and standards of conduct, including on gender equality and Women, Peace and Security, human rights, sexual exploitation and abuse, human rights screening and due diligence policy, and duties during deployment.
 - 14.6. Demonstrate operational preparedness through military skills validation. The aim is to evaluate if a unit applies UN military units' performance standards through its functions and tasks. Validation considers individual and collective skills, including to respect and protect human rights during military operations.
 - 14.7. Demonstrate driving and shooting skills of Formed Police Units.
 - 14.8. Demonstrate individual skills including day/night shooting (tactical illumination only), land navigation, providing appropriate first aid and requesting evacuation of casualties. OMA/MPET select the individuals randomly to be part of these validations.
 - 14.9. Demonstrate operational planning, security situational awareness and assessment, command and control, appropriate decision-making capabilities during collective skills validation.
 - 14.10. Demonstrate tactical operational capability to carry out assigned tasks. Validation tasks will be selected by OMA/MPET based on the unit's SUR.

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- 14.11. Provide the organizational structure of contingents including placement of any major equipment with designation and demonstration of operators' skill and a breakdown of personnel employment types and trades.
- 14.12. Provide a detailed sex-disaggregated list of all contingent personnel that will be nominated for deployment with current and past functions in the units they served in.
- 14.13. Provide documentation with detailed characteristics of the major equipment items/special case items and photographs where possible.
- 14.14. Provide final load lists in format required by the UN as well as all required shipping documentation, including DG declarations and Material Safety Data Sheets (MSDS), as required and informed during the AAV, to enable the UN initiate solicitation for transportation services. This level of readiness would be confirmed before the PDV, to allow participating MOVCON representative to review and confirm accuracy and readiness.
- 14.15. Demonstrate requirements identified in the SOP on Assessment of Operational Capability of Formed Police Units for Service in United Nations Peacekeeping Operations and Special Political Missions.
- 14.16. Provide self-attestation for all deploying military units and/or FPU members.
- 14.17. Provide updated information on the status of the troops/police to be deployed in terms of selection, training, immunizations and medical screening/clearance and mechanism that would be used for future rotations.
- 14.18. Provide information on professional qualifications and certification of medical, aviation (including UAS operators) and other specialized personnel where applicable, in line with relevant UN standards.
- 14.19. Provide information to allow certification in the context of the HR-screening policy.
- 14.20. Ensure the safety and security of visit participants and provide a detailed itinerary.
- 14.21. Provide information on gender, conduct and discipline/SEA, investigative capacities, vetting, screening, and certification of personnel.
- 14.22. Demonstrate the language proficiency of unit commanders and any designated specialist personnel.
- 14.23. Provide the necessary in-country ground and air transport and other administrative support.
- 14.24. Provide any assistance to facilitate conduct of the PDV/PRV as may be required.
- 14.25. Provide sufficient IT support (connection, IT capacity, etc.) to facilitate virtual inspections and/or remote meetings with external PDV/PRV members during the PDV/PRV.
- 14.26. Sign the PDV/PRV Executive Summary report.

E. TERMS AND DEFINITIONS

15. **Pre-deployment Visit (PDV):** PDV is a visit to contributing countries to confirm the readiness of a unit for deployment to a specific UN peace operations mission by physically or virtually verifying preparation of the unit. PDV is planned and conducted for a contingent or formed unit under generation for deployment to a UN field mission for the first time. PDV shall be conducted only once prior to the initial deployment of the unit.
16. **Pre-rotation Visit (PRV):** PRV is planned and conducted for a contingent or formed unit already deployed in a UN field mission. PRV shall be conducted at any time in the rotation

cycle of a deployed contingent or formed unit as may be requested and approved by the USG DPO.

17. **Peacekeeping Capability Readiness Systems (PCRS):** The Peacekeeping Capability Readiness System (PCRS) replaced the previous United Nations Standby Arrangement System (UNSAS). The PCRS is the system administered by DPO to register and maintain capability pledges for UN Peacekeeping. The PCRS aims to establish a more predictable, efficient, and dynamic process of interaction between the UNHQ and the Member States for ensuring readiness and timely deployment of quality peacekeeping capabilities. All pledges should be registered through/in PCRS.
18. **Military Skills Validation (MSV):** MSVs are conducted at the end of pre-deployment training to confirm the unit's preparation, operational readiness, training and performance as per UN Military units' performance standards prior to the deployment or rotation, or whenever significant shortfalls have been identified in the field. Such validation can be conducted by the OMA/MPET members or by UN-certified evaluators.
19. **Formed Police Unit (FPU) Operational Readiness:** FPU operational readiness is assessed through the Assessment of Operational Capability process as identified in the SOP on AOC of Formed Police Units for Service in United Nations Peacekeeping Operations and Special Political Missions.
20. **Performance:** Performance of a military contribution is often measured by the favorable perception of success in conducting and delivering mandated tasks, as determined by the Security Council, UN Secretariat, Troop Contributing Countries and Member States, Host Nation (host government and population) and other UN Mission stakeholders.⁴
21. **Women, Peace and Security.** The Security Council has adopted ten resolutions that comprise the Women, Peace and Security (WPS); 1325 (2000), 1820 (2008), 1888 (2009), 1889 (2009), 1960 (2010), 2106, (2013), 2122 (2013), 2242 (2015), 2467 (2019), and 2493 (2019). The term WPS is used to highlight the linkage between women's roles and experiences in conflict and peace, and security. Obligations in these resolutions extend from the international to the local level, and include intergovernmental organizations, such as the United Nations, to national governments. The WPS mandates are the blueprint for all work conducted on gender in peace operations.

F. REFERENCES

22. Normative or Superior References

- A. Manual on Policies and Procedures concerning the Reimbursement and Control of Contingent-Owned Equipment of Troop/Police Contributors Participating in Peacekeeping Missions (A/78/87).
- B. Policy on Operational Readiness Assurance and Performance Improvement (December 2015) or the latest version.
- C. Policy on Gender Responsive United Nations Peacekeeping Operations (January 2018).
- D. United Nations Peacekeeping Military Aviation Unit Manual Second Edition April 2021.
- E. Policy on Class I micro and mini UAS, Nov 2022.

⁴ This definition is picked from the Operational Readiness Assurance and Performance Improvement policy (December 2015).

- F. DPO-DOS Guidelines on Operational Readiness Preparation for Troop Contributing Countries in Peacekeeping Missions December 2018.
- G. DPO-DOS Guidelines on Peacekeeping Capability Readiness System (PCRS) dated 1 January 2019 or the latest version.
- H. United Nations Manual on Ammunition Management, First edition 2020.
- I. United Nations Infantry Battalion Manual Second Edition January 2022.
- J. SOP on Assessment of Operational Capability - 2017.9.
- K. Medical Support Manual for United Nations Field Missions, 3rd Edition.

23. Related Policies

- L. Policy Directive on Contributing Country Reconnaissance Visits, October 2005.
- M. Guidelines for Troop Contributing Countries Deploying Military Units to Specific UN Missions (latest version).
- N. Guidelines for Police Contributing Countries Deploying Formed Police Units to Specific UN Missions (latest version).
- O. OMA Military Advisor Directive on Gender Mainstreaming Version 1 23 November 2022.
- P. DPO/DOS 2021.05 - United Nations Manual for Generation and Deployment of Military and Formed Police Units to Peace Operations.
- Q. United Nations Engagement Platoon Handbook First Edition 2022.
- R. United Nations Peacekeeping Missions Military Logistics Unit Manual Second Edition 2022.
- S. DPO/DFS SOP on Assessment of Operational Capability of Formed Police Units for Service in United Nations Peacekeeping Operations and Special Political Missions (2017.9) or the latest version.
- T. DPKO/DFS 2016.10 – Policy (revised) on Formed Police Units in United Nations Peacekeeping Operations (1 January 2017) or the latest version.
- U. DPKO/DFS 2015.16 - Policy on Operational Readiness Assurance and Performance Improvement (1 January 2016) or latest version.

G. MONITORING AND COMPLIANCE

- 24. UNHQ (DPO, DPPA and DOS) and field missions shall monitor and ensure compliance with the policy. This policy shall have primacy if a discrepancy is identified between this and other DPO-DOS guidance documents that relate to PDV/PRV.
- 25. MILAD and POLAD are to monitor the implementation of this policy by way of visit report submissions. MILAD, POLAD, Director DOS/UCSD, and Director DOS/LD shall monitor this policy for compliance through specific visits.

H. CONTACT

- 26. The contact officers for this policy are the Chief FGS for military matters and Chief SRS for police matters.
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I. HISTORY

27. This policy supersedes any previous policy guidance on PDV/PRV including Policy Directive dated 5 October 2005.

APPROVAL SIGNATURE:



Jean-Pierre Lacroix
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DATE OF APPROVAL: 21 March 2025

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Atul Khare
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DATE OF APPROVAL: 26 March 2025