

TASK 1

Write a minimum of 120 words on one of the topics below.

(In the examination candidates are to write either a letter or a memorandum – never both)

1. Letter / email

In the area where you are stationed on a mission, there is going to be a referendum. You have received a letter from the local authorities with a request to provide more security and to protect the polling stations on the day of the referendum. Write a reply to the letter 1) accepting the task, 2) asking for additional information, and 3) suggesting a meeting to arrange further details.

2. Memo

In the area where you are stationed on a mission, there is going to be a referendum. You are to provide more security and to protect the polling stations on the day of the referendum. It turned out that there are so many polling stations that the Polish contingent can't deal with the task on its own and you had to ask the U.S. contingent for help. You have just returned from a meeting with the Americans who agreed to help. Write a memo to your CO informing him about the details discussed during the meeting: 1) possible risks; 2) zones; 3) procedures.

TASK 2

Write a minimum of 200 words on one of the topics below.

1. Write a report for the NATO health commission about the state of the military health service in Poland. Include the points below:
 - the current situation
 - possible causes of the present problems and their consequences
 - steps that should be taken to remedy the situation.
2. There is a discussion on the safety on the Internet. You have been asked to write a report on it. Include the points below:
 - cybercrime
 - risks connected with private and corporate use of the Internet
 - possible solutions to avoid the risks