

**Headquarters Supreme Allied Commander  
Transformation Norfolk Virginia**



**REQUEST FOR INFORMATION  
RFI-ACT-SACT-20-114**

This document contains a Request for Information (RFI) Call for Industry and Academia collaboration regarding a request for abstracts and submissions for inclusion and publication in the NATO Legal Gazette Issue 42, Legal Aspects of Space. Suppliers wishing to respond to this RFI should read this document carefully and follow the guidance for responding.

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General Information	
Request For Information No.	20-114
Project Title	<b>NATO Legal Gazette: Issue 42 Legal Aspects of Space</b>
Due date for submission of requested information	15 Jan 2021
Contracting Office Address	NATO, Headquarters Supreme Allied Commander Transformation (HQ SACT) Purchasing & Contracting Suite 100 7857 Blandy Rd, Norfolk, VA, 23511-2490
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## 2 – INTRODUCTION

2.1 Summary. Headquarters Supreme Allied Commander Transformation (HQ SACT) is issuing this Request for Information (RFI) announcement in order to request abstracts and submissions for inclusion and publication in the *NATO Legal Gazette Issue 42, Legal Aspects of Space*.

2.2 Disclaimer. The purpose of this RFI is to inform authors -- academic professionals, legal practitioners and other professionals -- specialized in Space **in industry, academia, international organizations, or government**, of the opportunity to publish articles in Issue 42 of the **NATO Legal Gazette**. This request for information does not constitute a commitment to issue a future request for proposal (RFP) or engage in procurement activities. HQ SACT has not made a commitment to procure any items, and release of this RFI shall not be construed as such a commitment, nor as authorization to incur cost for which reimbursement will be required or sought. Further, respondents are advised that HQ SACT will not pay for any information or administrative costs incurred in responding to this RFI. The costs for responding to this RFI shall be borne solely by the responding party. Not responding to this RFI does not preclude participation in any subsequent RFP if issued in the future.

## 3 – GENERAL BACKGROUND:

The **NATO Legal Gazette** is an educational outreach publication produced by the HQ SACT Legal Office in Norfolk, Virginia. HQ SACT is the command element of Allied Command Transformation, which has the mission to contribute to preserving the peace, security and territorial integrity of Alliance member states by leading the transformation of military structures, forces, capabilities and doctrines.

The NATO Legal Gazette contains thematically organized articles usually written by authors, who are military or civilian legal personnel working at NATO or in the governments of NATO and partner nations, as well as academic commentators and industry professionals. Its purpose is to share articles of significance for the NATO and national legal communities and connect legal professionals of the Alliance, including Alliance nations. The **NATO Legal Gazette** is not a formal NATO document approved by all NATO nations. Its articles do not represent the official opinions or positions of NATO or individual governments. **NATO Legal Gazette** articles are expected to be between 1500-5000 words, but in exceptional cases, longer pieces may be considered.

## 4 - DESCRIPTION OF THE PROJECT

4.1 Issue 42 will address the legal aspects of strategic, intelligence, security and military applications of space. Authors are invited to submit articles on legal aspects germane to the Supreme Allied Commander Transformation's mission of Alliance Warfare Development, capability development, disruptive technologies, strategic futures, and joint force development, including education and training. "Capability development" includes a focus on emerging and disruptive technologies in space, operational concepts using space to support strategic, intelligence, military and security applications of space, and the international law applicable to space, including treaty regimes and

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proposals for instruments covering gaps in the law governing this new security domain. The international law concerning competition for economic resources in space is particularly apropos and welcome.

#### 4.2 Timeline

a. Expression of intent to submit abstract:	15 Dec 2020
b. Submission of abstracts to HQ SACT	22 Jan 2021
c. Notification of authors of selection to publish	5 Feb 2021
d. Submission of first draft to HQ SACT	23 Apr 2021
e. Return of edited drafts to authors	28 May 2021
f. Submission of final draft to HQ SACT	18 June 2021
g. Publication of NATO Legal Gazette Issue 42	1 July 2021

#### 5 - REQUESTED INFORMATION

5.1 Intent. The intent of this RFI is to issue a call for submissions on the topic described herein.

5.2 Answers to the RFI. The answers (limited-scope abstracts, limited to 300 words) to this RFI should be submitted via email to the POCs (email to Mr. Bracknell and Ms. Gialitaki, copy to Ms. Bonilla and Ms. Hartov) by completion of the attached Annex A RFI template and instructions, and should be supplemented with a copy of the author's or co-authors' CV(s) including one academic or professional reference for each author/co-author.

5.3 Follow-on. Post-submission and post-selection, RFI respondents may be contacted to provide detailed information on their proposals and may be offered the opportunity to publish in Issue 42 of the NATO Legal Gazette. HQ SACT will select articles for editing and publication.

5.4 Selection Criteria. Selection of articles for publication will be based on pre-screening of abstracts. Down selection will be based upon five specific criteria, weighted in descending order:

- a. Relevance of the topic to NATO innovation and transformation (hereafter "transformation");
- c. Relevance of the topic to national military and security transformation applications of space;
- d. Relevance of the topic to NATO;
- e. Quality of written submission (writing quality, ease of editing, etc.);
- f. Timeliness of submissions.

5.5 Copyright and licensing. RFI respondents must be willing to partake in an iterative editing process prior to publication. Authors may retain copyright to their written work but assign to HQ SACT a permanent, limitless and cost-free license to publish the articles and to use the articles in the future for authorized NATO purposes (example: reference materials for NATO courses, etc.). Additional details will be found in a detailed bilateral publication agreement.

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5.6 Questions. Questions of a technical nature about this RFI announcement shall be submitted by email solely to the above-mentioned POCs (found on page 2). Accordingly, questions in an e-mail shall not contain proprietary and/or classified information. HQ SACT does not guarantee that questions received after 22 January 2021 will be answered. Questions (anonymized) and answers will be posted on the HQ SACT P&C website at: [www.act.nato.int/contracting](http://www.act.nato.int/contracting).

5.7 Response Date. See timeline.

5.8 Summary. This is a RFI only. The purpose of this RFI is to solicit written submissions for potential publication in the NATO Legal Gazette Issue 42. It does not create contractual rights or obligation nor does responding to the RFI confer any advantage on future solicitations or RFPS.

HQ SACT has not made a commitment to publish or procure any item or work, and release of this RFI shall not be construed as such a commitment, nor as authorization to incur cost for which reimbursement will be required or sought.

- Tonya Bonilla, ACT Contracting Officer - Allied Command Transformation (ACT) NATO/HQ SACT  
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- Galatea Gialitaki, HQ SACT SEE Legal Assistant (Asst Editor) Tel: +32-6544-4388, Email: [Galatea.Gialitaki@shape.nato.int](mailto:Galatea.Gialitaki@shape.nato.int)
- Mette Hartov, HQ SACT Deputy Legal Advisor (Editor-in-Chief) Tel: +1(757)747-3883 Email: [Mette.Hartov@act.nato.int](mailto:Mette.Hartov@act.nato.int)

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**RFI-ACT-SACT-20-114 (ANNEX A)**

**TEMPLATE FOR SUBMISSION AND INSTRUCTIONS FOR CONTRIBUTORS:**

*NATO LEGAL GAZETTE*

Template (may be submitted as Word or .pdf document, or the body of an email):

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Academic or Professional Title: \_\_\_\_\_

Contact postal address: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Intended title of article: \_\_\_\_\_

Text of Abstract:

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**Instructions for Contributors**

The *NATO Legal Gazette* is a transformational outreach publication of Headquarters Supreme Allied Commander Transformation (HQ SACT) for sharing of legal expertise and information. Its focuses on the legal aspects of topics, policies and doctrine affecting the North Atlantic Treaty Organization (NATO), NATO member nations and partner nations. It aims to provide practical, well-informed descriptions of the current challenges faced by the community of legal advisors and legal personnel who provide legal support to NATO and nations. The goal of each issue is to provide a collection of articles authored by legal academics and practitioners, based upon their professional insight and expertise on topics of interest to the large community of legal professionals working on NATO issues throughout the Alliance and the world.

The NATO HQ SACT Legal Office has the primary responsibility for developing, preparing and finalizing the *NATO Legal Gazette*. We accept submissions that could be of interest to legal personnel within NATO and would be relevant to our wide NATO legal community (legal advisors: civilian and military; government officials; industry executives and professionals; academic professionals; and other persons interested in legal matters related to NATO). Our aim is to deliver high quality articles that benefit this wide NATO legal community. We work closely with authors to edit and align submissions in order to publish a coherent product. However, submission does not guarantee publication.

**Important notes:**

1. The *NATO Legal Gazette* is prepared in accordance with the NATO Military Policy on Public Affairs MC 0457/2 (Military Decision) 8 February 2011, but is not a formally approved NATO document.
2. All contributory articles shall contain the following disclaimer: ***"The views expressed in this article are solely those of the author and may not necessarily represent the views of NATO, Allied Command Operations, or Allied Command Transformation,"*** as well as any additional disclaimer required by the author's employer.
3. Each author is responsible for obtaining permission from her or his supervisor or employer to submit an article for release in the *NATO Legal Gazette*.
4. Submitted articles should refer to the current and applicable NATO policies, decisions and publications when appropriate. Please, be aware that *NATO Legal Gazette* is a non-classified document released to the public via HQ SACT webpage and articles may not contain classified material or information.
5. Personal Information: Please include a footnote with information about your professional credentials;

I. **Article format:**

- Font: Century Gothic;

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- Font Size: 12;
- Spacing: 1.15;
- Alignment Justified;
- Headings Font Size and Style: 12 and Bold, alignment centre;
- Sub-headings Style: 12, **Bold** and **Underlined**;
- 

## II. **Style**

1. *Language and spelling*: English using British English spelling;
2. *Structure*: to permit our multilingual readers to quickly understand the purpose of your article, please begin your introduction, “*by stating a problem they should care about. State your point, the solution to the problem, at or near the end of the introduction. In that point, introduce the important concepts that you will develop in what follows. Make everything that follows relevant to your point.*”<sup>1</sup>
3. *Tables, graphs, maps and diagrams*: please, provide a brief description of what is illustrated, its source, and basis for use;
4. Articles in the *NATO Legal Gazette* do not contain an abstract or an individual table of content.

## III. **References**

- **Footnotes**: When citing references, please use footnotes and not endnotes. Please do not use a bibliography list in the end of your article.
- Follow the Oxford Standard for Citation of Legal Authorities:  
<https://www.law.ox.ac.uk/research-subject-groups/publications/oscola>
- Contributors are kindly requested to use the ‘**Quick reference guide**’ when citing case-law, academic publications, websites and newspaper articles. When citing sources of international law, please use the ‘**OSCOLA 2006: citing international law section**’.

## IV. **Original work**

All articles submitted to the *NATO Legal Gazette* must be the original work of the author or authors. Portions of any submitted article that contains previously published work should make reference to the previous work.

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<sup>1</sup> Joseph M. Williams and Joseph Bizup, *Style, Lessons in Clarity and Grace* (page 261, 11th Edition, Pearson, 2014) See also: [http://homepage.smc.edu/brigstocke\\_jeremy/tenprinciples.htm](http://homepage.smc.edu/brigstocke_jeremy/tenprinciples.htm)



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**V. Editorial review of submitted articles**

After receiving an article, the editorial team will review it and, if necessary, will suggest changes using the 'track changes' function.

**VI. How and when to submit articles**

Authors should submit articles in Microsoft Word format via e-mail to Butch Bracknell [Robert.Bracknell@act.nato.int](mailto:Robert.Bracknell@act.nato.int), and Galateia Gialitaki [Galateia.Gialitaki@shape.nato.int](mailto:Galateia.Gialitaki@shape.nato.int), with a copy to Mette Hartov [Mette.Hartov@act.nato.int](mailto:Mette.Hartov@act.nato.int) . The subject line in the email should read “[Author’s surname] – NATO Legal Gazette Issue 42 – Legal Aspects of Space”