

Chapter 10: Clothing and personal effects

10.0.1 Overview

This Chapter sets out entitlements to allowances for clothing and personal effects.

10.0.2 Contents

This Chapter includes the following Parts:

Part 1	Uniform allowance
Part 2	Personal purchase of uniform articles
Part 3	Aide-de-camp allowance
Part 4	Loss or damage to clothing or personal effects
Part 5	Service police investigator plain clothes allowance

Part 1: Uniform allowance

10.1.1 Purpose

The purpose of this Part is to assist members maintain uniforms in good order and condition.

Note: The allowance is not designed to cover laundry or dry cleaning costs, or maintaining personal items.

Examples: Towels, brushes, pyjamas and underwear.

10.1.2 Member this Part applies to

This Part applies to these members.

- a. A member on continuous full-time service, entitled to salary and with the rank of Major General or lower.
- b. ...
- c. A member who is serving a period of detention under Service law.

10.1.2A Members this Part does not apply to

- 1. This Part does not apply to a member who meets both these conditions.
 - a. The member is a member of the Reserve Forces on continuous full-time service.
 - b. The member is entitled to be issued with free replacement clothing.
- 2. To avoid doubt, this Part does not apply to a member of the Reserve Forces who is on Reserve service.

10.1.3 Uniform allowance rates

- 1. This table outlines the rates of uniform allowance.

Item	If a member is...	Then the annual rate of uniform allowance is (\$)...
1.	a Corporal or lower, or trainee	419
2.	a Sergeant or higher non-commissioned rank	504
3.	an officer, including a member who is required to join an officers' mess or wardroom on a permanent basis	682

- 2. If a member held the rank of Warrant Officer or lower before becoming an officer trainee, they are entitled to be paid the rate as if they had not become an officer trainee. This is until the day they become entitled to a higher rate, or cease to be an officer trainee.

Part 2: Personal purchase of uniform articles

10.2.1 Purpose

The purpose of this Part is to reimburse members who choose to buy approved articles of uniform and other requirements privately, instead of getting them through free issue.

10.2.2 Member this Part applies to

This Part applies to these members, including members on Reserve service.

- a. An officer on appointment.
- b. A Warrant Officer on enlistment or promotion.

10.2.3 Entitlement

1. The member is entitled to be reimbursed the cost of privately bought items of uniform and personal necessities. Both these conditions must be met.
 - a. The member is entitled to be provided with the item at Commonwealth expense.
 - b. The CDF is satisfied that the purchase is reasonable. The CDF must consider all these criteria.
 - i. The availability of the items from Service sources.
 - ii. The member's posting location.
 - iii. The nature of the member's duties.
 - iv. If the member has a special need for the item because of a medical condition.
 - v. Any other factor relevant to the purchase of the item.
2. The member may not be reimbursed more for an item than the price listed in the Commonwealth list of prices of clothing, uniforms and personal necessities.

Part 3: Aide-de-camp allowance

10.3.1 Purpose

The purpose of this Part is to assist certain members with the cost of purchase or hire of civilian clothing, to meet the requirements of aide-de-camp or similar duties.

Note: The three Services authorise payment of aide-de-camp allowance.

10.3.2 Member this Part applies to

This Part applies to these members, including members on Reserve service.

- a. An aide-de-camp. This means a member performing duty as an aide-de-camp, equerry, flag lieutenant or escort officer or designated by the CDF as an aide-de-camp. This does not include an honorary aide-de-camp or an aide-de-camp to an official of a State or Territory.
- b. A member who meets all the following conditions.
 - i. The member is a warrant officer.
 - ii. The member's duties include a representational role.
 - iii. The CDF has determined that the member should be eligible for aide-de-camp allowance. The CDF should consider the nature of the representational duties, and the associated clothing requirements.
- c. ...
- d. ...

10.3.3 Entitlement to aide-de-camp allowance

1. The member is entitled to be reimbursed the cost of purchase or hire of clothing, to meet the requirements of the member's duties.
2. This table outlines the maximum amounts that can be reimbursed.

Item	For...	The maximum amount that can be reimbursed is (\$)..
1.	a aide-de-camp to the Governor-General	3,514
2.	an aide-de-camp to an overseas visiting dignitary	
3.	any other member to whom this Part applies	1,757

3. In addition to reimbursement under this Part, each Service will continue to provide items of military uniform for members to whom this Part applies.

Note: Members may be entitled to uniform allowance as well as reimbursement under this Part.

See: Chapter 10 [Part 1](#), Uniform allowance

Part 4: Loss or damage to clothing or personal effects

10.4.1 Purpose

The purpose of this Part is to authorise a payment to members for loss or damage to clothing or personal effects, directly related to service.

10.4.2 Member this Part applies to

This Part applies to any member. This includes a member on Reserve service, and a member of a cadet force.

10.4.3 Definitions

Term	Meaning in this Part
Loss	Loss includes theft.
Personal effects	Personal effects means tangible property that might be worn or carried on the person. Examples: Briefcases, handbags, wallets, watches, hand luggage, suitcases, jewellery, portable radios, cameras, personal cash, pens, dentures and glasses.
Service	Service, for a cadet, means attendance at activities or training by the unit where the cadet is enrolled.
Value	Value means the current catalogue price for an item, reduced by the proportion of its life already expired.

10.4.4 Payment for loss or damage

1. The CDF may authorise payment of an amount to a member, if the member suffers loss or damage to clothing or personal effects owing to their service. In assessing the amount to be paid, the CDF must consider all these criteria.
 - a. The value of the item at the time of the loss or damage.
 - b. Whether the member contributed to the extent of the loss or damage, including by failure to take reasonable precautions.

Note: If this is the case, the amount considered for payment may be reduced.
 - c. Any other amount paid or payable for damages, compensation or under a contract of insurance.
 - d. The cost of any repairs.
 - e. The cost of any service necessary to replace the item.

Example: A member's glasses are damaged beyond repair. It could be reasonable to approve a payment that includes the cost of an eye examination which is part of the process for obtaining replacement glasses.
2. If a member is paid an amount under this Part and recovers an amount for the loss or damage elsewhere, the member must repay the recovered amount to the Commonwealth.

10.4.5 When this Part does not apply

This Part does not apply in the following situations.

- a. The member is going on or returning from leave.

Exception: If the member has been recalled from leave, the CDF may decide to approve a claim.

- b. The member is entitled to an amount for the loss or damage under Chapter 14 Part 6 [Division 3](#), Loss or damage to possessions overseas.
- c. The items are repaired or replaced at Commonwealth expense.
- d. The loss or damage would not have occurred if the member had taken reasonable steps to avoid the loss or damage.

Part 5: Service police investigator plain clothes allowance

10.5.1 Purpose

The purpose of this Part is to reimburse the cost of the purchase or hire of plain clothing for a member who is posted to a Service police investigator position.

10.5.2 Member this Part applies to

This Part applies to a member who meets both of the following conditions.

- a. They have been appointed to an investigator position in the ADF Investigative Service.
- b. The Provost Marshal ADF has decided that the position requires the occupant to wear plain clothes as part of an investigation.

10.5.3 Entitlement to Service police investigator plain clothes allowance

1. The member is entitled to be reimbursed the cost of purchase or hire of clothing to meet the requirements of the member's duties as a Service police investigator.
2. The maximum amount a member is entitled to be reimbursed is \$1,757 every four years from the date of appointment to an investigator position.

Example: A member was appointed to an investigator position on 12 July 2005. The member reached the maximum reimbursement amount in February 2008. The member will not be entitled to any further reimbursement until they reach the four year anniversary on 12 July 2009.

3. In addition to reimbursement under this Part, each Service will continue to provide items of military uniform for members to whom this Part applies.

Note: Members may be entitled to uniform allowance as well as reimbursement under this Part.

See: Chapter 10 Part 1, Uniform allowance