



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP

s47E(c) Department of Defence, CANBERRA ACT 2600

See Distribution

MINUTES OF THE 01/18 MEETING OF THE RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES

VENUE: s47E(c) Russell Offices, Canberra ACT

DATE: Tuesday 5 June 2018

Present:

RADM B Wolski	HPC
RACS Members	
The Reverend s47F	Chair (UCA)
The Right Reverend s47F	(ANG)
The Reverend s47F	(PRES)
Monsignor s47F	(C)
Observers	
The Venerable s47F	(Bud)
PCA s47E(c)	(Air Force)
PCHA s47E(c)	(RAN)
PCHAP s47E(c)	(ARMY)
The Reverend s47F	(Bap)
PCHAP s47F	(ANG)
s47F	(Sikh)
s47E(c)	Secretary
Apologies:	
The Reverend s47F	(UC)

Rabbi s47F

(J)

ITEM 1 – PRESENTATION BY COMD JOINT HEALTH

1. **Defence Mental Health.** AVM Tracy Smart CJHC provided a detailed presentation discussing ADF strategies towards mental health. The key point from the presentation was that the ADF has a very sophisticated and evolving set of tools, reviews and activities that it uses to manage this issue. AVM Smart noted that that the overall ADF suicide rate is 53% lower than the comparable civilian population. A copy of the presentation is attached to these minutes.

ITEM 2 - OPENING

2. Rev'd s47F offered reflections.
3. Former ARC members the s47F (Buddhist) and s47F (Sikh) were welcomed by the Chair and were asked to provide a short summary of their background to the committee.

ITEM 3 - CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

4. The Minutes of the Meeting 6 Mar 18 were approved.

Moved s47F

Seconded Rev'd s47F

ITEM 4 - BUSINESS ARISING FROM THE MINUTES

5. **Business Arising.**
 - a. The previous offer to the RSL to provide support to ANZAC service liturgies is to be followed up. The President of the RSL, s47F, is to be invited to address the next meeting in October.

ACTION: Secretary

- b. The Secretary is provide the Communication Plan at the next meeting.

ACTION: Secretary

ITEM 5 - CORRESPONDENCE AND BUSINESS ARISING

6. **Outwards**
 - a. Letters from the Chair to new ADP Command Appointments.
 - b. Letter from the Chair to CN regarding Navy recruiting.
7. **Inwards.** No inwards correspondence of note.

ITEM 6 – REPORTS

8. **Update on Hindu, Buddhist and Muslim ARC members.** The Chair outlined that the process to engage Muslim and Hindu RACS members was ongoing and had progressed to security clearance stage.
9. **s47F** discussed some of the issues and challenges of engaging members of minor faiths within Defence. He noted that there was some difficulty as some of these personnel may not wish to self-identify. **s47F** suggested that a website similar to the Defence Anglicans website might be a useful model.
10. **Service Reports**
 - a. **Navy.** The Navy report was provided verbally by DGCHAP N. There are currently seven Chaplains at sea with a number of exercises and deployments in progress. Navy is introducing a new “Professional Supervision” activity with supporting Professional Development model. The Chair noted that a potential ACC Chaplain nominee has been rejected by her church accordingly this appointment will not be endorsed by RACS.
 - b. **Army.** A copy of the Army report is attached to these minutes. Army outlined operational and exercise commitments for Chaplains. Recruiting is progressing well albeit with some FT vacancies. This will reduce the number of Chaplains required to be retained on age extensions. The CA is currently reviewing policy regarding facial hair. This may have implications for some faith groups including Sikhs. The DG Chap will advise RACS is how this policy will develop and what dispensations may be made available.

ACTION: DGCHAP -A

- c. **RAAF.** A copy of the Air Force report is attached to these minutes. Air Force recruiting and staffing is healthy and there is currently a review of Div 1 and 2 Chaplain in progress. The former

Amberley Child Care centre being renovated to become a chaplaincy centre. DGCHAP-AF will provide a copy of the pass to the Chair.

ACTION: DGCHAP-AF

- d. DGCHAP-AF sought advice from the committee regarding the scope of training and pastoral experience required by different faith groups for their chaplains. The committee advised:
- i. RC – 5 years training and 2 years pastoral experience
 - ii. Ang – 3 years training and 2 years pastoral experience
 - iii. UCA – 3 years training and 2 years pastoral experience
 - iv. Pres – 4 years training and 2 years pastoral experience
 - v. Bap – 3 years training and 2 years pastoral experience
- e. ADFPCC-E. PCHA Action provided a verbal report. The ADFPCC-E has been formally renamed the Australian Defence Force Chaplaincy Committee (ADFCC). A revised CHAPMAN is currently under development by the team at the System of Defence Instructions (SODI). Questions were raised by the Committee regarding the development of this doctrine and while acknowledging SODI's role, the Chair noted that HPC was unequivocal in his role to approve the document. RACS will be given an opportunity to comment on the completed draft.

ITEM 7 – GENERAL BUSINESS

11. MOA. The signature of the MOA was postponed until the Oct RACS meeting to accommodate changes to letters of appointments and new remuneration arrangements.

12. Remuneration. HPC addressed the Committee and noted s47E(d)

s47E(d)

s47E(d) HPC directed that a budget be developed for FY 18-19 and that with effect 1 July 2018 that Committee members would complete a timesheet which would outline their activities taken over the previous month. Additional direction was provided that members were entitled to claim up to but not automatically 40 sitting days. An initial budget was to be provided to his office by no later than 19 Jun.

ACTION: Chair and

Secretary

13. **s47E(c)**, Director Defence Force Salaries and Allowances, discussed the implementation of a potential timesheet system. The system would take effect in the new FY as a paper based accounting process although would be developed into a workflow process similar to the Reserve payment system. For FY 18-19 Committee members would still be paid on the basis of their identified sitting days plus chaplaincy management days forecast for the years although in subsequent years this would be done on a monthly basis.

14. "Positioned to Serve", The DGCHAP – A described a new branding approach by Army Chaplaincy which focussed on Proximity, Service and Communications was viewed by RACS members.

15. **Cadet Chaplains**. The DGCHAP – A discussed chaplaincy support to Army Cadet Units through "Blue Patch" Chaplains and will bring a paper discussing approaches to this area to the next RACS meeting in Oct.

ACTION: DGCHAP -A

16. **Recruiting**. Reverend **s47F** discussed the work on Chaplaincy recruiting conducted by herself and Reverence **s47F**. Differences in approach and description between Service groups were noted. A copy of the paper is attached.

ITEM 8 – MOA SIGNATURE

17. MOA Signature was postponed until the Oct RACS meeting.

ITEM 9 - RACS PROPOSED OFFICIAL VISITS AND VISIT REPORTS

18. Official visits for FY 18-19 need to be officially schedule and planned.

ACTION: Secretary

ITEM 10 - NOMINATION OF CHAPLAINS

19. The Chair nominated **s47E(c)** (Navy Reservist).

ITEM 11 - ARRANGEMENTS FOR NEXT MEETING

20. The next RACS meeting will be held on 16 Oct.

21. Reflections will be provided by The Venerable **s47F**

ITEM 12 – CLOSURE

22. The meeting was closed at 15.00.

Addendum

23.

The secretariat

for RACS, s47E(c) and s47E(c) are being relocated from their current offices in R8 to

s47E(c) and s47E(c) respectively, WEF 23 June 18.

s22



s47E(c)

s47F

SECRETARY

CHAIR

August 2018

01 August 2018

Attachments:

1. CJHC Presentation
2. DGCHAP – A Report
3. DGCHAP-AF Report
4. Recruiting Report



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP

s47E(c) Department of Defence, CANBERRA ACT 2600

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MINUTES OF THE 03/18 MEETING OF THE RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES

VENUE: s47E(c) Russell Offices, Canberra ACT

DATE: Tuesday 16 October 2018

Present:

RADM B Wolski	HPC
RACS Members	
The Reverend s47F	Chair (UCA)
The Right Reverend s47F	(ANG)
The Reverend s47F	(PRES)
Monsignor s47F	(C)
Reverend s47F	(B)
The Reverend s47F	(UC)
Rabbi s47F	(J)
Observers	
PCHAP s47E(c)	(RAN)
PCHAP s47E(c)	(ARMY)
PCHAP s47E(c)	(AIR FORCE)
s47E(c)	Secretary

Meeting Opened

The Meeting was opened at 10:55 by the Chair.

ITEM 1 - OPENING

1. Rev'd s47F offered reflections.
2. The Chair offered the Committee's thanks to s47E(c) and s47E(c) for their hard work and diligence during the year managing all of the travel and administrative requirements of the Committee.
3. The Chair also offered the Committee's thanks to LCDR s47E(c) for her work in facilitating engagement between the Committee and HPC's office and wished her the very best for the future.

ITEM 2 - CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

4. The Minutes of the Meeting 6 Jun 18 were not approved as they were not provided in time for members to review.

ACTION: Secretary

ITEM 3 - BUSINESS ARISING FROM THE MINUTES

5. Business Arising.
 - a. The previous offer to the RSL to provide support to ANZAC service liturgies is to be followed up but has been delayed due to leadership changes within the RSL.
 - b. The Communications Plan has been delayed until the timings for the MOA are confirmed.
 - c. Discussion regarding official visits was postponed until later in the meeting.

ACTION: Secretary

ITEM 4 - CORRESPONDENCE

6. **Outwards.** Letters from the Chair to DCN regarding Navy chaplaincy.
7. **Inwards.** Routine communications regarding Ministerial Questions Notice.

ITEM 5 - GENERAL BUSINESS

8. **HPC.** HPC joined the meeting 1130 and discussed:
 - a. HPC's replacement has been selected. BRIG Natasha Fox will assume the position of HPC on promotion to MAJGEN in Nov 18.

- b. Defence's Total Workforce Model and its mix of FT and PT positions while having an influence on both religious adherence and affiliation, has implications for models for chaplain recruiting.
- c. The MOA is under consideration by CDF and the Minister's office and is likely to be released in December. At the same stage the Hindu, Sikh, Muslim and Buddhist RACS member's appointments were likely to be formalised.
9. The Chair sought a short brief from each RACS member regarding key issues being addressed in their faith group:
- a. **Anglican** s47F discussed the Anglican Church's responses to the National Redress Scheme. He also discussed the appointment of s47E(c) and s47E(c) as the Army and Navy Archdeacons.
- b. **Roman Catholic.** Monsignor s47F highlighted issues regarding the Church's response to the sexual abuse scandal and the establishment of a Catholic Professional Standards as well as the support of the National Redress Scheme. There was also discussion regarding the issue of 'mandatory reporting' and the potential difference between Defence and Church Policy.
- c. **UCA.** The Chair discussed international issues. This included the possible separation of the Ukrainian Orthodox Church from the Russian Orthodox Church.
10. **Navy Chaplaincy.** The Chair discussed the recent paper by the PCHAP Navy at length. RACS continues to oppose the appointment of non-affiliated faith based officers by Navy.
11. **Cadet Chaplains.** Army tabled the attached report regarding Cadet or 'Blue Patch Chaplains'. This will be discussed at the first meeting of 2019. **ACTION: DGCHAP Army**
12. **Regional Conferences.** Army thanked RACS members for their attendance at the Regional Conferences during 2018. DGCHAP Army also sought RACS feedback from members who attended the regional conferences.
13. **Women's Representation.** Rev'd Lambert reported to the meeting a summary of her work this year. A document outlining approaches to the appointment of three Service based senior female Chaplains will be provided at the next meeting. **ACTION: s47F**

14. **Official Visits.** The Chair discussed the need for an Official Visit Plan. There was general agreement on the need for this in 2019. It was decided that s47F would provide a draft Official Visit Plan to the next meeting.

ACTION: Bp I. Lambert

ITEM 6 – SERVICE REPORTS

15. The Reports from Army Navy and Air Force were tabled and are attached.

ITEM 7 - NOMINATION OF CHAPLAINS

16. The following Chaplains were nominated:

- a. s47F
- b.
- c.

17. The Chair directed that at future RACS meetings AD460s were to be formally tabled, named and approved prior to passing to respective DGs for recruiting.

ITEM 8 – ARRANGEMENTS FOR NEXT MEETING

18. The next RACS meeting will be held on 5 Mar 19.

19. Reflections will be provided by Rabbi s47F

ITEM 9 – CLOSURE

20. The meeting was closed at 15.00.

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s47E(c)

s47F

SECRETARY

5 Mar 19

CHAIR

5 MAR 19

Attachments:

1. Army Report
2. Navy Report
3. Air Force Report

4. Army "Blue Patch" Chaplains



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP
R1-1-C005
Department of Defence
CANBERRA ACT 2600

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**MINUTES OF THE 01/19 MEETING OF THE RELIGIOUS ADVISORY COMMITTEE
TO THE SERVICES**

VENUE: s47E(c) [redacted] Russell Offices, Canberra ACT

DATE: Tuesday 5 March 2019

Present:

MAJGEN Natasha. Fox

HPC

RACS Members

The Reverend s47F [redacted]

Chair(UCA)

The Right Reverend s47F [redacted]

(ANG)

The Reverend s47F [redacted]

(PRES)

Monsignor s47F [redacted]

(C)

The Reverend s47F [redacted]

(B)

The Reverend s47F [redacted]

(UC)

Rabbi s47F [redacted]

(J)

Observers

PCHA s47E(c) [redacted]

(RAN)

PCHAP s47E(c) [redacted]

(ARMY)

PAC s47E(c) [redacted]

(AIR FORCE)

LTCOL s47E(c) [redacted]

Secretary

Meeting Opened

The Meeting was opened at 1100 by the Chair.

ITEM 1 - OPENING

1. The meeting opened at 1100.
2. Rabbi s47F offered a reflection.

ITEM 2 - CONFIRMATION OF MINUTES OF THE PREVIOUS MEETINGs

3. The Minutes of the Meeting on 6 Jun 18 were approved.

Moved s47F

Seconded Rev'd s47F

4. The Minutes of the Meeting on 16 Oct 18 were approved.

Moved s47F

Seconded Rabbi s47F

s47F

ITEM 3 - BUSINESS ARISING FROM THE MINUTES

5. Business Arising. s47F asked whether each of the Faith Groups had signed up to the National Child Sex Redress Scheme and were meeting necessary reporting and training requirements. Following discussion, the Chair advised he would communicate to CDF via HPC that Faith Groups represented by RACS were or were in the process of meeting their mandatory requirements.

ACTION: Chair

ITEM 4 - CORRESPONDENCE

6. **Outwards.**
 - a. Letter to General The Honourable David Hurley, Governor NSW on his appointment as Governor General.
 - b. Letters to new RACS members from the Chair advising them of progress of their appointments.

7. **Inwards.**

- a. Appointment of new RACS members (multiple emails);
- b. Senate question regarding source of numbers for Defence religious affiliations (23 April);
- c. RACS accommodation on BDF Office (multiple emails); and
- d. Request by RACS to HPC regarding Defence Census (13 March).

ITEM 5 - s47F

8. A recognition of the life and service of Chaplain s47F was offered by Rev'd s47F

See attached.

ITEM 6 – REPORTS

9. An update on the status of the engagement of the Hindu, Buddhist, Sikh and Muslim members was provided by the Chair. The new members of RACS had been sent their engagement letters and the Minister's office was being approached by HPC to affect their appointment prior to the 'caretaker period'.

10. **Women in Chaplaincy Report.** Rev'd s47F tabled her report. The key points were:

- a. To create a Women Chaplains Advisory Group (WCAG) that continues women's direct representation on RACS.
- b. The WCAG would meet once a year face-to-face for a 1-day meeting in Canberra and then approximately 1 month before every RACS Meeting via teleconference.
- c. The three senior women Chaplains will attend RACS Meetings on a rotational basis.
- d. The appointment of the Senior Women Chaplains to RACS would be made by CDF.
- e. The Senior Women Chaplains must have the confidence of the women they represent in their Service. This should happen within each service through consultation with women Chaplains.

ACTION: s47F

11. **Discussion Paper - Navy Recruiting and Chaplaincy Model.** Rev'd s47F tabled his report. The key points were:

- a. Navy will continue to develop its MSWO process.
- b. MSWOs will be appointed at the General Officer Pay grade, wear rank and will not be called Chaplain.
- c. Navy will have more Chaplain positions available in the next few years.
- d. Navy is keen to ensure that RACS members' authority is used for recruiting MSWOs in the first instance.
- e. Navy is recruiting a Buddhist Chaplain at present and are awaiting the Buddhist RACS member to be appointed, to enable an AD460 to be raised.
- f. There is limited support for the current Non-Ordained recruiting model. Where possible and beneficial this process may be used in the future.
- g. DGs are encouraged that the Catholic Non-Ordained Chaplains can now be advanced beyond Div 2.
- h. There is support for a more flexible recruiting model to be developed to enable more women and CALD applicants.
- i. There is no need to create 'Associate Chaplain' or any other term.
- j. Army and Air Force will continue to only recruit ordained/accredited/RACS endorsed candidates through Direct Entry, ISTS, Under-Graduate and flexible recruiting pathways.
- k. There is no move to appoint a Humanist Chaplains/Counsellors for any Service.
- l. There is a suggestion within Defence that in the future all Chaplains may be placed on the General Officer Pay scale IDC.

12. **Service Reports:**

DGCHAPS

- a. NAVY. Attached.
- b. ARMY. Attached.
- c. RAAF. Attached.
- d. ADFPCC. Attached.

ITEM 7 – GENERAL BUSINESS

13. **MOA Story in Defence News.** The Secretary reported that a media article regarding the MOA signing had been prepared and endorsed by HPC for publication in the April issue of *Defence News*. Versions of this article have also been made available to members of RACS for submission to denominational newsletters and websites.

14. RACS had been requested to provide introductions at the Defence Chaplaincy Courses. The Chair offered to facilitate these.

ACTION: Chair

15. There were a number of notices regarding significant Chaplaincy milestones. These included:

a. Chaplain s47E(c) – s47E(c) years' service to the RAAF and presentation of the s47E(c) E(c)

b. Chaplain s47F – award of a s47F

16. The Chair will formally congratulate these chaplains by letter on behalf of RACS.

ACTION: Secretary

17. Potential Defence media opportunities were also discussed. These included:

a. The closure of the RC Joan of Arc Chapel at Enoggera and the co-location of the Roman Catholic congregation with other Christian Faith Groups in the Garrison Chapel of All Saints'.

b. The potential inclusion of Chaplain s47F on the AWM Roll of Honour.

ACTION: Secretary

ITEM 8 - RACS PROPOSED OFFICIAL VISITS AND VISIT REPORTS

18. **Army Regional Conferences.** DG Chap Army updated the Committee on the status of the 2019 program of Army Regional Conferences. He thanked RACS for its support during 2018.

19. **RACS Official Visit Plan.** s47F provided the schedule of official RACS visits for 2019 (attached). s47F noted that these were linked to the schedule of Army Conferences discussed previously.

ITEM 9 - NOMINATION OF CHAPLAINS

20. The following Chaplains were nominated and subsequently approved by the Committee:

- a. Rev's s47F, Anglican, Army.
- b. Pastor s47F, Australian Christian Churches. Navy

ITEM 10 - ARRANGEMENTS FOR NEXT MEETING

21. The next meeting will be held on 4 Jun 19 in Canberra.

22. The reflection will be offered by Rev'd s47F

23. The Chair acknowledged the work of Rev'd s47F on RACS and invited all RACS members to a small soiree in her honour at 1800 at the Diplomat Hotel today.

ITEM 11 - CLOSURE

24. The Meeting was closed at 1500.

s22

s22

s47F

s47E(c)

CHAIR

SECRETARY

04 Jun 19

04 Jun 19

Enclosures:

1. Women in Chaplaincy Report
2. Discussion Paper - Navy recruiting and Chaplaincy Model
3. Official Visit Plan
4. Vale Chaplain Stephen Hutchinson
5. Army Report
6. Navy Report
7. Air Force Report



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP
s47E(c)
Department of Defence
CANBERRA ACT 2600

See Distribution

**MINUTES OF THE 02/19 MEETING OF THE RELIGIOUS ADVISORY COMMITTEE
TO THE SERVICES**

VENUE: s47E(c) Russell Offices, Canberra ACT

DATE: Tuesday 4 June 2019

Present:

RACS Members

The Reverend s47F	Chair (UCA)
The Right Reverend s47F	(ANG)
The Reverend s47F	(PRES)
Monsignor s47F	(C)
The Reverend s47F	(B)
The Reverend s47F	(UC)
The Venerable s47F	(Buddhist)
Mr s47F	(Islam)

Observers

PCHA s47E(c)	(RAN)
PCHA s47E(c)	(ARMY)
PAC s47E(c)	(AIR FORCE)
s47E(c)	Secretary

Apologies:

MAJGEN Natasha Fox	HPC
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Rabbi s47F (Jewry)

Mr s47F (Hindu)

ITEM 1 - OPENING

1. The meeting was opened by the Chair at 1100.
2. s47F offered a reflection that referred to pastoral and spiritual care in a multi faith setting.

ITEM 2 – WELCOME TO NEW MEMBERS

3. The Chair welcomed the new RACS members Venerable s47F and Mr s47F
4. The Chair requested that RACS members and Observers provide a short introduction of themselves and more specifically what had happened in the past three months.

ITEM 3 - CONFIRMATION OF MINUTES OF THE PREVIOUS MEETINGS

5. The Minutes of the Meeting on 5 Mar 19 were approved.

Moved: s47F

Seconded: s47F

ITEM 4 - BUSINESS ARISING FROM THE MINUTES

6. Chair has written to CDF to advise that faith groups represented by RACS were or are in the process of meeting their mandatory requirements for the National Child Sex Abuse Redress scheme.
7. s47F has been authorised to create a Womens Chaplains Advisory Group and will report back on any outcomes at the Sep 19 RACS meeting.
8. The Chair has arranged for RACS introductions to be included at Defence Chaplaincy courses. s47F volunteered for the 8 Sep 19 Course.
9. On 26 Mar 19, the Chair sent letters of congratulations to Chaplains s47E(c) for recognition of s47E(c) years of service and s47F for the award of the s47F

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10. The RACS promotion and publicity plan is to be drafted by the Sec in consultation with the DPG media advisor and RACS members. It was agreed that the development of this plan should follow the presentation of the RACS staff resource plan to HPC.

ACTION: Secretary

11. Chair is to inform HPC of the new Chair to RACS post the September RACS meeting, in writing.

ACTION: Chair

ITEM 5 - CORRESPONDENCE

12. Outwards.

- a. Chair letter to CAF, AM Hupfeld, welcoming him into the role (26 April 19);
- b. Chair letters to Mr s47F the Venerable s47F and Mr s47F welcoming them to their new roles as members of RACS (26 April 19); and
- c. Letters to Chaplains s47E(c) and s47F (26 Mar 19)

13. Inwards.

- a. Appointment of new RACS members (multiple emails);
- b. Senate question regarding source of numbers for Defence religious affiliations (23 April);
- c. RACS office accommodation within BDF Office (multiple emails); and
- d. Request by RACS to HPC regarding Defence Census (13 March).
- e. Request for input into Amberley Chaplains Centre design

ITEM 6 – REPORTS

14. **Women in Chaplaincy Report.** Rev'd s47F provided an update. s47F has met with the DGs concerning her report and recommendations. The DGs broadly agreed with the recommendations, however, did not agree that a service female chaplain needed to be present at RACS meetings as s47F can represent them.

15. The DGs will nominate the suitable female chaplain representative from each of the services in consultation with s47F and RACS will appoint these female members to be part of the Senior Women's Chaplains group.

ACTION: s47F

16. **The Perfect Storm.** s47F was asked by the Chair to outline the key points of her Perfect Storm email. The Perfect Storm email was distributed to RACS members by the Chair 9 Apr 19 for comment. At this time, the report has not been provided to the DGs as the response will be worked through by RACS members first. Once a conceptual paper has been drafted by RACS, DGs will be asked for their comment.

ITEM 7 SERVICE REPORTS DGCHAPS

17. **Service Reports:**

DGCHAPS

- a. NAVY. Attached.
- b. ARMY. Attached.
- c. RAAF. Attached.
- d. ADFCC. Attached.
- e. There was discussion about the priorities from a religious point of view role of chaplains. Can chaplains have a 'religion' specific practice? It was agreed that chaplains should provide pastoral care to all.
- f. There was a previous task on the Secretary concerning the document 'Guide to Religion and Belief in the in the ADF'. This task to review the document, distribute the latest version to RACS members and resolve the issue of religious descriptions and definitions with the new document ADF at worship. '
- g. There was discussion that RACS should engage with other multi faith leaders outside Defence.

ITEM 7 – GENERAL BUSINESS

18. **RACS Office modifications update.** Requirements for the RACS office modification collocated with the Anglican Bishop to the Defence Force office have been developed and cleared by HPC. HPC has advised that the proposed modifications are not supported with HPC funding in FY19/20. As an interim measure, 2 additional DRN terminals have been sourced and are available to RACS members' use.

19. **Authorisation for non-Defence chaplains to have access to defence bases.** s47F raised a concern about a Catholic priest having access to RAAF Sale to conduct mass. There was discussion that there is access to other ministers or lay ministries in localised arrangements across a number of Defence bases. The Chair asked s47F to raise a proposal concerning accreditation, vetting and authorisation of such members having access to defence bases to be circulated amongst RACS members.

ACTION: s47F

20. **New marriage act.** There is a concern that some chaplains will not marry heterosexual couples under the new marriage act and that some chaplains had handed in their marriage licence. Does a chaplain have the right to choose or not to choose to carry out a religious function? This will place a greater burden on chaplains who choose to continue to marry service personnel.

21. **Character Leadership Course.** The Chair is looking for volunteers for the 28 Oct - 1 Nov 19 character leadership course to provide the Christian input.

22. **Orders of Service.** There was a previous task on the Secretary concerning Orders of Service for the RSL.

ACTION: Secretary

ITEM 9 - NOMINATION OF CHAPLAINS

23. The following Chaplains were nominated and subsequently approved by the Committee:

- a. Rev'd s47E(c) - Army Reserve (Uniting)
- b. Father s47E(c) - RAAF (Catholic)

- c. Father s47E(c) - Navy (Catholic)
- d. s47E(c) - RAAF Reserve (Catholic)
- e. s47E(c) - Navy (Churches of Christ)
- f. Pastor s47E(c) - Army (Lutheran)
- g. Pastor s47E(c) - RAAF Reserve (Seventh Day Adventist)
- h. Pastor s47E(c) - Navy (Seventh Day Adventist)
- i. Pastor s47E(c) - Army Reserve (Australian Christian Churches)
- j. Reverend s47E(c) - RAAF (Baptist)
- k. Reverend s47E(c) - RAAF (Seventh Day Adventist)
- l. Reverend s47E(c) - Army (Baptist)
- m. s47E(c) - Army (Anglican)
- n. s47E(c) - Army Reserve (Anglican)
- o. s47E(c) - Navy (Anglican)
- p. s47E(c) - RAAF Reserve (Anglican)

ITEM 10 - ARRANGEMENTS FOR NEXT MEETING

- 24. The next meeting will be held on 3 Sep 19 in Canberra.
- 25. The reflection will be offered by s47F
- 26. The Chair acknowledged the work of s47F, the former RACS Secretary and will write him a letter of thanks.

ITEM 11 - CLOSURE

27. The Meeting was closed at 1500.

s22



s47F

CHAIR

15 Jul 2019

Enclosures:

1. Women in Chaplaincy Report
2. Navy Report
3. Army Report
4. Air Force Report
5. ADFCC Report



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP
s47E(c)

Department of Defence
CANBERRA ACT 2600

See Distribution

**MINUTES OF THE 03/19 MEETING OF THE RELIGIOUS ADVISORY COMMITTEE
TO THE SERVICES**

VENUE: s47E(c), Russell Offices, Canberra ACT

DATE: Tuesday 3 September 2019

Present:

RACS Members

The Reverend s47F	Chair (UCA)
The Right Reverend s47F	(ANG)
The Venerable s47F	(Buddhist)
Mr s47F	(Hindu)
Imam s47F	(Islam)
Rabbi s47F	(Jewry)
The Reverend s47F	(PRES)
Monsignor s47F	(RC)
s47F	(Sikh)
The Reverend s47F	(WR)
The Reverend s47F	(UC)

Observers

PCHA s47E(c)	(RAN)
PCHA s47E(c)	(ARMY)
PAC s47E(c)	(AIR FORCE)

LTCOL s47E(c)

SO RACS

ITEM 1 - OPENING

1. The meeting was opened by the Chair at 1100.
2. s47F offered a reflection. The key points are attached as Enclosure 1.

ITEM 2 – WELCOME TO NEW MEMBERS

3. The Chair welcomed the incoming Sikh RACS member s47F and incoming Sikh RACS member introduced himself to the group.

ITEM 3 - CONFIRMATION OF MINUTES OF THE PREVIOUS MEETINGS

4. The Minutes of the meeting on 04 Jun 19 were approved.

Moved: Bishop s47F

Seconded: Reverend s47F

ITEM 4 - BUSINESS ARISING FROM THE MINUTES

5. Following this meeting, the Chair is to inform HPC that Monsignor s47F has been appointed as the RACS Chair from January 2020.
6. An article was developed for the Service Newspapers following the MOA signing on 12 Jun 19. The RACS Jewish, Islam, Buddhist and Hindu members signed the MOA. The other RACS members signed in December 2018. The incoming Sikh RACS member will sign at the 3 Dec 19 RACS meeting.
7. The DG's nominated CHAP s47F, CHAP s47F and CHAP s47F to be the service representatives for the Women in Chaplaincy Working Group. RACS endorsed these appointments.
8. SO RACS liaised with Diversity Branch and provided updates for the Christian, Jewish, Islam, Buddhist and Hindu section of Part 3 to the Guide.
9. RACS SO developed requirements and sourced funding through HPC (\$36k) for the delivery of RACS accommodation upgrade.

10. Chair sent former RACS Secretary LTCOL ^{s47E(c)} [REDACTED] a letter thanking him for his contribution as RACS Secretary.
11. ^{s47F} [REDACTED] has raised a proposal concerning accreditation, vetting and authorisation of non-authorised clergy to have access to defence bases (Enclosure 2).
12. The RACS promotion and publicity plan will be considered by SO RACS following the finalisation of RACS Way Forward tasks.

ITEM 5 - CORRESPONDENCE

13. Outwards.

- a. Chair Letter to DGCHAP Army concerning dress regulations (07 Jun 19)
- b. SO RACS biographies for new RACS members provided to SO HPC for CDF RACS meeting brief (09 Jun 19)
- c. Chair Discussion brief to HPC (11 Jun 19)
- d. SO RACS emails to SO HPC concerning previous RACS Secretary DA26 reserve days (various)
- e. Chair letter to Minister for Veterans and Defence Personnel (19 Jun 19)
- f. SO RACS Service Newspaper article on the RACS MOA signing to Defence Media (03 Jul 19)
- g. SO RACS emails various to Diversity Directorate concerning the Guide to Religion and Belief in the ADF (Jul and Aug 19)
- h. SO RACS emails various to EI&G concerning RACS office accommodation upgrade (Jun – Aug 19)
- i. RACS member letters to CN concerning MSWO (multiple Jul 19)
- j. Chair emails various to ^{s47F} [REDACTED] concerning becoming Sikh RACS member (various Jul/Aug 19)
- k. Chair letter to former RACS Secretary LTCOL ^{s47E(c)} [REDACTED] (05 Jul 19)
- l. Chair letter to Hindu RACS member supervisor (05 Aug 19)

- m. RACS The Way Forward Paper by Bishop ^{s47F} to HPC and RACS members (14 Aug 19)
- n. Chair Pre brief for Minister Chester 26 Aug 19
- 14. **Inwards.**
 - a. Appointment of ^{s47F} as incoming Sikh RACS member (multiple emails);
 - b. Mr ^{s47E(c)} (Director Complaints and Resolution) email concerning a complaint to the Human Rights Commission (06 Jun 19)CN letter to RACS members on MSWO 17 Jul 19
 - c. EI&G RACS office accommodation within BDF Office (multiple emails)
 - d. RACS member contributions to The Guide to Religion and Belief in the ADF (various Jul 19)
 - e. New RACS member contributions to Rev'd ^{s47F} email (various Jul 19)
 - f. RAN Minute RACS RFI Definition of requirement for ADF chefs - Muslim faith (08 Jul 19)
 - g. Letter of recommendation for ^{s47F} from Secretary to Australia Sikh Association (07 Aug 19)
 - h. Monsignor ^{s47F} letter to Chair resigning from Air Force (21 Aug 19)
 - i. Invitation to RACS members to attend Reverend ^{s47F} Induction Service 26 Aug 19

ITEM 6 – REPORTS

- 15. **Women in Chaplaincy Working Group Report.** Rev'd ^{s47F} provided an update on the Women in Chaplaincy Working Group and talked to a draft discussion paper that provides a basis for discussion with key stakeholders including RACS members and DGs (Enclosure 3). Some key themes were:
 - a. Male engagement is important
 - b. Inclusion is demonstrated by behaviours

- c. Is religious freedom played as a trump card?
 - d. Ambiguity undermines taking action
 - e. Potential backlash from male chaplains
16. Rev'd ^{s47F} [REDACTED] is to continue to develop the paper.

ACTION: Rev'd ^{s47F} [REDACTED]

17. **RACS: The Way Forward:** Bishop ^{s47F} [REDACTED] briefly outlined the purpose of the workshop on 04 Sep 19.

ITEM 7 SERVICE REPORTS DGCHAPS

18. **Service Reports:**

DGCHAPS

- a. NAVY. Attached. (Enclosure 4)
 - b. ARMY. Attached. (Enclosure 5)
 - c. RAAF. Attached. (Enclosure 6)
 - d. ADFCC. Attached. (Enclosure 7)
19. There is opportunity for contributions from RACS members to be included in service chaplaincy publications.

ITEM 7 – GENERAL BUSINESS

20. **Guide to Religion and Belief in the ADF.** The Guide was authored by Diversity Branch and released by CDF in 2012. Since 2012, CHAPMAN has been produced and is the authoritative document for religious policy. The right to practice is in the Australian constitution, reaffirmed in the CHAPMAN and CHAPPOL. The RACS view was that the information provided in the Guide that is not contained in CHAPMAN should be developed as live information on the DPG Intranet. A concept to display this information will be developed by Diversity Branch in consultation with SO RACS.

ACTION: Diversity Branch & SO RACS

21. **Current Status of RACS Nominees –**

a. **Anglican.** Bishop ^{s47F} retires on 27 Oct 19. The new Anglican RACS member is being considered for nomination by the Anglican Primate. The Anglican nomination should be known by Nov 19.

b. **Presbyterian.** Reverend ^{s47F} concludes end Dec 19. The likely nomination is ^{s47F} who will commence in Jan 20. The Induction Service will be held on 03 Dec 19 at St Andrews Presbyterian Church in Forrest.

c. **Uniting.** Reverend ^{s47F} concludes end Dec 19. Reverend ^{s47F} is the nomination who will commence in Jan 20. The Induction Service will be at RMC Chapel on 04 Dec 19.

d. **Sikh.** The inaugural Sikh RACS member is ^{s47F} who is likely to receive ministerial endorsement by end Sep 19.

22. **Chaplaincy and RACS support for Veterans in transition.** The Productivity Commission's report into DVA chapter 7 focuses on transition of ADF members. To that end, a proposal for discussion, cleared by Chair ADFCC was discussed at the meeting. Chair ADFCC is preparing to provide a paper to HPC focusing of transition of ADF members in the first 12 month period. RACS Chair has developed some thoughts for support to veterans' post the initial 12 month period that may include ADF chaplains providing support through the ADF Transition Authority.

ACTION: ADFCC Chair & RACS Chair

23. **DRN email change for vulnerable people.** Reverend ^{s47F} raised whether vulnerable ADF members are able to change their DRN email address. This was confirmed in the affirmative through DPG policy.

24. **Spiritual Care Australia.** The RACS Chair spoke to Spiritual Care Australia. Information is contained at Enclosure 8. After discussion, there was no follow on action required.

25. **Accrediting, Vetting and Authorisation of non-Defence clergy.** Monsignor ^{s47F} prepared a position paper attached as Enclosure 2. Following discussion it was decided that an amendment could be made to CHAPMAN that would incorporate allowing non-Defence clergy

access to a base where there was an identified ministry requirement that had been agreed to by the senior Chaplain on base, CO and the relevant RACS member.

ACTION: ADFCC & Monsignor s47F

26. **Admin Brief Update.** An update was provided by s47F Following the meeting new RACS members were provided with Defence passes and DRN access. There was discussion about SO RACS investigating the process for informing the RACS budget allocation.

ACTION: SO RACS

27. The Chair proposed a vote of thanks for s47F former Sikh ARC member who had assisted with the recommendation of and nomination of s47F The motion was moved by Bishop s47F and seconded by Reverend s47F

28. A vote of thanks was made from Rev'd s47F for Bishop s47F who has served the RACS Committee well over the past six and a half years.

ITEM 9 - NOMINATION OF CHAPLAINS

29. The following Chaplains were nominated and subsequently approved by the Committee:

- a. Rev'd s47E(c) - RAAF Reserve (Uniting)
- b. Reverend s47E(c) - Army Reserve (Baptist)
- c. Pastor s47E(c) Army (Lutheran)
- d. s47E(c) - Army (Presbyterian)
- e. s47E(c) - RAAF (Presbyterian)
- f. s47E(c) - Army Reserve (Catholic)
- g. s47E(c) - RAAF Reserve (Catholic)
- h. s47E(c) Navy (Catholic)
- i. Father s47E(c) - Navy (Catholic)
- j. Reverend s47E(c) - Navy reserve (Anglican)
- k. Reverend s47E(c) - RAAF (Seventh Day Adventist)

1. Reverend ^{s47E(c)} [REDACTED] – Army Reserve (Anglican)

ITEM 10 - ARRANGEMENTS FOR NEXT MEETING

30. The next RACS meeting will be held on 03 Dec 19 in Canberra.
31. On the evening of 02 Dec 19, there is an invitation from Rabbi ^{s47F} [REDACTED] to the Festival of Hanukkah.
32. On the evening of 03 Sep 19, the Presbyterian induction service will be conducted at St Andrews Presbyterian Church in Forrest.
33. On 04 Dec 19, the Uniting induction service will be conducted at RMC Duntroon chapel.
All welcome.

ITEM 11 - CLOSURE

34. The Meeting was closed at 1600.

^{s22} [REDACTED]

^{s47F} [REDACTED]

CHAIR

17 Sep 2019

Enclosures:

1. Bishop ^{s47F} [REDACTED] reflection
2. Accreditation, vetting and authorisation of non-authorized clergy access to defence bases
3. Draft Women in Chaplaincy Working Group Report
4. Navy Report
5. Army Report
6. Air Force Report
7. ADFCC Report
8. Spiritual Care Australia

~~RACS IN CONFIDENCE~~



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP
s47E(c)
Department of Defence
CANBERRA ACT 2600

See Distribution

**MINUTES OF THE 04/19 MEETING OF THE RELIGIOUS ADVISORY COMMITTEE
TO THE SERVICES**

VENUE: s47E(c) , Russell Offices, Canberra ACT

DATE: Tuesday 3 December 2019

Present:

RACS Members

The Reverend s47F	Chair (UCA)
The Reverend s47F	(APCCB)
The Venerable s47F	(Buddhist)
Imam s47F	(Islam)
Rabbi s47F	(Jewry)
The Reverend s47F	(PRES)
Monsignor s47F	(RC)
Sardar s47F	(Sikh)
The Reverend s47F	(WR)

Observers

PCHA s47E(c)	(RAN)
PRINCHAP s47E(c)	(ARMY)
PAC s47E(c)	(AIR FORCE)
LTCOL s47E(c)	SO RACS

~~RACS IN CONFIDENCE~~

The Reverend s47F (PRES)

The Reverend s47F (UN)

Apologies

Mr s47F (Hindu)

MAJGEN Natasha Fox HPC

ITEM 1 - OPENING

1. The meeting was opened by the Chair at 1050 and he welcomed Reverend s47F (incoming Uniting) and Rev'd s47F (incoming Presbyterian) RACS members. Additionally, the Chair thanked Rev'd s47F for his service as Presbyterian RACS member.
2. Rev'd s47F offered a reflection on empathy. The key points are attached as Enclosure 1.

ITEM 2 - CONFIRMATION OF MINUTES OF THE PREVIOUS MEETINGS

3. The Minutes of the meeting on 03 Sep 19 were approved.

Moved: Rev'd s47F

Seconded: Rabbi s47F

ITEM 3 - BUSINESS ARISING FROM PREVIOUS MINUTES

4. The Chair has informed HPC that Monsignor s47F has been appointed as the RACS Chair from January 2020.
5. Diversity Directorate in consultation with SO RACS have developed a design for the live Guide to Religion and Belief in the ADF.
6. RACS members have been updated with their photos on the HPC organisation chart.
7. RACS SO developed requirements and sourced funding through HPC s47E(d) for the delivery of RACS accommodation upgrade. The upgrade is planned to commence Mar 20.

~~RACS IN CONFIDENCE~~

8. On 04 Sep 19 the RACS Way Forward Workshop was conducted. A Statement of Intent and metrics have been developed. 11 position papers have also been drafted for further discussion at the 3 Mar 20 RACS meeting.
9. An amendment may be considered to CHAPMAN to incorporate allowing non-Defence clergy access to a base where there is an identified ministry requirement that had been agreed to by the senior Chaplain on base, CO and the relevant RACS member.
10. Chair ADFCC has drafted a paper for HPC focusing of transition of ADF members in the first 12 month period after separation.

ITEM 4 - CORRESPONDENCE

11. Outwards.

- a. Imam ^{s47F} response on cooking using non halal meat products (05 Sep 19)
- b. Bishop ^{s47F} email to HPC concerning Anglican Interregnum (16 Oct 19)
- c. Imam ^{s47F} response to SQNLDR ^{s47E(c)} information request about the wearing of beards by Islamic members (23 Oct 19)
- d. SO RACS Service Newspaper article on the RACS MOA signing to Defence Media (03 Jul 19)
- e. SO emails various to Diversity Directorate concerning the live Guide to Religion and Belief in the ADF (Sep - Nov 19)
- f. SO emails various to EI&G concerning RACS office accommodation upgrade (Sep - Nov 19)
- g. Imam ^{s47F} response on the wearing of beards by Islamic members (23 Oct 19)
- h. Chair letter to CN concerning DG CHAP Navy nominations for 2021 (28 Oct 19)
- i. ^{s47F} response to Sikh member wearing of CBRN equipment (22 Nov 19)

~~RACS IN CONFIDENCE~~

- j. s47F response to CHAP Urlichs concerning Sikh female member (22 Nov 19)
12. **Inwards.**
- a. Appointment of s47F as incoming Sikh RACS member (various);
 - b. Appointment of Rev'd s47F as incoming Uniting Church RACS member (various)
 - c. Appointment of Rev'd s47F as incoming Presbyterian RACS member (various)
 - d. Extension of Reverend s47F as Protestant member (various)
 - e. EI&G RACS office accommodation within BDF Office (various)
 - f. RACS budget discussion with DPG finance staff (various)
 - g. CN letter to Chair concerning nomination of the next DGCHAP Navy (09 Sep 19)
 - h. Launch of Navy New Testament with the Bible Society (19 Sep 19)
 - i. CHAP s47E(c) ADF at worship information request for minor faith groups (16 Oct and 4 Nov 19)
 - j. A/HPC email advice to Chair on RACS members to draw meal allowance for lunch meal at RACS meetings (22 Oct 19)
 - k. SQNLDR s47E(c) information request about the wearing of beards by Islamic members (23 Oct 19)
 - l. Directorate of Workforce Information ADF religious affiliation report (28 Oct 19)
 - m. SO HPC request on action item from Defence / DVA Steering Committee (31 Oct 19)
 - n. HPC advice that she is willing to carry Anglican RACS member vacancy until nomination by Anglican Primate (31 Oct 19)
 - o. COMDT ADFA invitation to Chair to attend ADFA Graduation Service (01 Nov 19)
 - p. National Sikh Council of Australia invitation to Sikh military history launch (07 Nov 19)
 - q. CHAP s47E(c) request for information concerning Sikh member and wearing of CBRN equipment for deployability (12 Nov 19)

~~RACS IN CONFIDENCE~~

- r. CHAP s47E(c) email to s47F concerning Sikh female member (15 Nov 19)
- s. HPC Financial analysis report to 31 Oct 19 (17 Nov 19)
- t. RACS members position papers (Nov 19)
- u. HPC email concerning Rev'd s47F employment conditions (01 Nov 19)
- v. RACS Chair Annual report to RACS Members (22 Nov 19)
- w. Request for RACS budget for 20/21 (28 Nov 19)
- x. RACS Chair Annual Report to HPC (29 Nov 19)
- y. DGCHAP-A referral email of CPL s47E(c) 3 HSB request to practice Asatru faith (29 Nov 19)

ITEM 5 – DEFENCE FAMILIES AUSTRALIA

13. Mrs s47F provided an outline of Defence Families Australia and spoke to opportunities for RACS and DFA to work together. The DFA annual conference is conducted in August. There will be an opportunity for RACS members and DGs to be interviewed as part of a DFA Webinar. Several issues concerning military families were discussed. The presentation is attached as Enclosure 2

ITEM 6 – Women in Chaplaincy Working Group

14. Rev'd s47F provided a verbal update on the Women in Chaplaincy Working Group. Rev'd s47F is continuing to develop the draft paper.

15. DG's have met with Rev'd s47F to discuss the issues raised in the draft paper. CHAP s47E(c) has requested funds from ADFCC to enable female chaplains to meet together for a conference 28-30 Apr 20.

16. There have been improvements for ADF female chaplaincy however some challenges such as access to opportunities remain.

ACTION: Rev'd s47F

~~RACS IN CONFIDENCE~~

ITEM 7 - SERVICE REPORTS DGCHAPS

17. Service Reports: DGCHAPS

- a. NAVY. Attached. (Enclosure 3)
- b. ARMY. Attached. (Enclosure 4)
- c. RAAF. Attached. (Enclosure 5)
- d. ADFCC. Attached. (Enclosure 6)

ITEM 7 – GENERAL BUSINESS

18. CPL ^{s47E(c)} request for ADF to accommodate his Asatru faith. On 18 Jul 19, CPL ^{s47E(c)} submitted a Minute to CO 3 HSB requesting religious accommodations to practice his Asatru faith. PRINCHAP Army referred this Minute to RACS for advice on 29 Nov 19. The Chair advised RACS that these requests are likely to become more frequent and RACS is required to offer religious advice back to Defence. This request is complicated as the Asatru faith is not covered by RACS and is not listed as a religion on the Attorney General's website. The Chair advised that RACS should advise DGCHAP-A that RACS has received and is considering CPL ^{s47E(c)} request ASAP. The Chair advised that a set of criteria should be developed concerning such requests and that the incoming Chair should liaise with the Australian Asatru faith group peak body (if one exists) to establish whether CPL ^{s47E(c)} requests align with their understanding in practicing the Asatru faith. Additionally, which of the practices requested are essential and which ones are not. Imam ^{s47F} is to develop a list of criteria that all such requests are to be assessed by 19 Dec 20 for Monsignor ^{s47F} endorsement. The assessment is to be made by 15 Feb 20 to notify PRINCHAP –A.

ACTION: Imam ^{s47F} and Incoming RACS Chair

19. **Guide to Religion and Belief in the ADF.** The Guide was authored by Diversity Branch and released by CDF in 2012. Since 2012, CHAPMAN has been produced and is the authoritative document for religious policy. The right to practice is in the Australian constitution, reaffirmed in

~~RACS IN CONFIDENCE~~

the CHAPMAN and CHAPPOL. Information provided in the Guide that is not contained in CHAPMAN should be developed as live information on the DPG Intranet. A concept to display this information has been developed by Diversity Branch in consultation with SO RACS. The concept is attached at Enclosure 7. Content will begin to be populated in the new year.

ACTION: Diversity Branch & SO RACS

20. Current Status of RACS Nominees

- a. **Anglican.** Bishop ^{s47F} retired on 27 Oct 19. The new Anglican RACS member is being considered for nomination by the Anglican Primate. The Anglican nomination should be known by Feb 20.
- b. **Presbyterian.** Reverend ^{s47F} concludes 30 Dec 19. The incoming Presbyterian RACS member is Rev'd ^{s47F} who will commence 1 Jan 20.
- c. **Uniting.** Reverend ^{s47F} concludes as Chair and Uniting Church RACS 31 Dec 19. The incoming Uniting Church RACS member is Reverend ^{s47F} who will commence 1 Jan 20.
- d. **APCCB.** Rev'd ^{s47F} has been extended until 31 Dec 20.
- e. **Sikh.** The inaugural Sikh RACS member ^{s47F} received ministerial endorsement in Oct 19.

21. RACS Budget constraints. The RACS budget has not increased although the RACS Committee has grown from six to ten members. The current budget for 19/20 ^{s47E(d)} The budget for FY 20/21 ^{s47E(d)} Prioritisation of travel and internal allocations of RACS funding from the RACS Chair will assist RACS to remain within budget. The RACS Chair and SO are to develop a procedure for the allocation of RACS funding. There will be a RACS meeting in Mar 19 and it is likely that there will now be 3 RACS meetings per FY. The RACS meetings are likely to commence at 1030 on day 1 and conclude at 1500 on day 2 with one nights accommodation. There will be a RACS dinner at the end of day 1 that all RACS members and DGs will be invited too.

~~RACS-IN-CONFIDENCE~~

Action: RACS Chair and SO

22. **RACS member travel plans.** RACS member travel plans from Jan – Jun 20 are to be submitted to the RACS Chair by 30 Jan 20. Travel plans are to be reported at the RACS meetings and cleared by the RACS Chair whilst the RACS budget is financially constrained.

Action: RACS members

23. **ADF at Worship.** CHAP s47E(c) has requested information from other than Christian RACS members. CHAP s47E(c) would like to meet other than Christian RACS at the Mar RACS meeting on 3 Mar 20. There may be opportunity prior to 1030 on the morning and post 1600 prior to the RACS dinner on 3 Mar 20. Minor faith group members are requested to provide their response to CHAP s47E(c) by 20 Dec 20 to enable him to incorporate the information in the draft ADF at Worship for endorsement in the new year.

Action: Minor Faith Group RACS members

24. **JHC Directorate of Spiritual Health and Wellbeing Presentation and Update.** CHAP s47E(c) provided an update to RACS. JHC now recognise spiritual health and have recently formed a Directorate within JHC to further progress such matters. CHAP s47E(c) spoke to the a recent paper on moral injury in the RAAF and the role of chaplains : Exploratory finding. The paper has received support within the ADF and will assist the development of moral injury as a separate component to PTSD, as they are different. CHAP s47E(c) also spoke to the Chaplaincy reporting tool. The presentation is attached as Enclosure 8.

ITEM 9 - NOMINATION OF CHAPLAINS

25. The following Chaplains were nominated and subsequently approved by the Committee:

- a. Rev'd s47E(c) - RAAF Reserve (Uniting)
- b. Pastor s47E(c) - Army Reserve (Baptist)
- c. Pastor s47E(c) - Army reserve (Seventh Day Adventist)
- d. Rev'd s47E(c) - Army Reserve (Presbyterian)

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- e. Father s47E(c) - RAAF Reserve (Catholic)
- f. Rev'd s47E(c) - Army Reserve (Anglican)
- g. Rev'd s47E(c) - Army Reserve (Anglican)
- h. Rev'd s47E(c) - Navy reserve (Anglican)

ITEM 10 - ARRANGEMENTS FOR NEXT MEETING

26. The next RACS meeting will be held on 03/04 Mar 20 in Canberra. 3 Mar 20 will be for RACS members followed by RACS member and DG's dinner. 4 Mar 20 will be the combined RACS meeting.

ITEM 11 - CLOSURE

27. The Meeting was closed at 1600. s22

s22

s47F

CHAIR

11 Dec 2019

Enclosures:

1. Rev'd s47F reflection
2. Defence Families Australia presentation
3. Navy Report
4. Army Report
5. Air Force Report
6. ADFCC Report
7. Diversity Directorate draft design for Religion and Belief on Diversity Branch website
8. Directorate of Spiritual Health and Wellbeing presentation

[REDACTED]



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP

s47E(c) Department of Defence, CANBERRA ACT 2600

See Distribution

**RACS MEMBER MINUTES OF THE 01/20 MEETING OF THE RELIGIOUS
ADVISORY COMMITTEE TO THE SERVICES**

VENUE: s47E(c) Russell Offices, Canberra ACT

DATE: Tuesday 3 March 2020

Present:

MAJGEN Natasha Fox	HPC
Monsignor s47F	Chair
The Reverend s47F	(ANG)
The Reverend s47F	(APCCB)
The Venerable s47F	(Buddhist)
Mr s47F	(Hindu)
Imam s47F	(Islam)
Rabbi s47F	(Jewry)
The Reverend s47F	(Pres)
s47F	(Sikh)
The Reverend s47F	(WR)
The Reverend s47F	(UCA)
LTCOL s47E(c)	SO

Meeting Opened

1. **Chair report.** The meeting was opened by the Chair at 1030 with a welcome to all members. The Rev'd ^{s47F} [REDACTED] was welcomed as the new he Anglican RACS member. Rev'd ^{s47F} [REDACTED] shared briefly his background. RACS has now reached its mature status with the inclusion of Rev'd ^{s47F} [REDACTED]
2. The RACS Chair advised that HPC and DCA would be joining the meeting later in the day.
3. The RACS Chair acknowledged Rev'd ^{s47F} [REDACTED] and Rev'd ^{s47F} [REDACTED] contributions.

Action: The Chair will write to Rev'd ^{s47F} [REDACTED] Rev'd ^{s47F} [REDACTED] and Bishop ^{s47F} [REDACTED] expressing thank on behalf of RACS for their contributions.

4. **Interfaith dialogue.** RACS meetings will normally be held over two working days with the first to provide the opportunity to enter into interfaith dialogue. This is at the heart of our deliberation as a Defence Committee. RACS's collaborative interaction as a multi-faith committee needs to be demonstrated in and through our actions and decision making.
5. **RACS Reputation.** The Chair stated that CDF has clearly demonstrated his commitment to RACS as he views the spiritual and religious dimensions that RACS champion as an integral dimension of ADF life. HPC has echoed the CDF's intent that RACS takes up the challenge to positively engage and demonstrate both its role charter and engagement within Defence. Effective communication is seen as an important tool at all levels of the ADF. The RACS needs to communicate its messages more effectively within the chaplain community.

Action: RACS are to communicate biannually with Chaplains. The first letter could be from RACS Chair through DG's thanking chaplains for their support to the recent bushfires.

~~RACS IN CONFIDENCE~~

6. **RACS Protocols.** The RACS Chair distributed the RACS protocols underpinning the Committee's relationship and effective dialogue with one another. Following discussion, it was agreed that the protocols should be further developed at subsequent RACS meetings. The intent is to develop an explanatory paragraph for each protocol.

Action: The Venerable ^{s47F} is to develop the first protocol for the next meeting.

7. **DVA.** The Chair is to meet with ^{s47F} Repatriation Commissioner DVA, on HPC's advice in regards to the provision of a spiritual/religious support structure to veterans and families as part of the Joint transition Authority's program for those transitioning into civilian life. The focus of this arrangement will be the possible provision of veteran chaplains who may be able to provide assistance as required. Rev'd ^{s47F} advised that there may be an opportunity for chaplains to engage in the Commission into veterans' suicide.

Previous Minutes

8. The 03 Dec 19 In Camera RACS Minutes of 3 Dec 19 were proposed by Rabbi ^{s47F} ^{s47F} and seconded by ^{s47F} as being an accurate account of the meeting. The meeting approved the Minutes.

HPC Address

9. **Commission into veterans' suicide.** There will be an Interim Commission first, then actual commission focusing on prevention. The Veterans Family Advocate will be appointed by the Commissioner Military Rehabilitation and Compensation Commissioner at DVA. The decision for a commissioner is because it is an enduring solution, the commissioner will be better equipped to manage privacy / public, DVA and ADF can be compelled to act and Inspector General ADF will be able to contribute.

10. **Multi-faith RACS.** HPC emphasised the Multi faith RACS dimension of the RACS Committee and the opportunities that may present themselves from this.

~~RACS IN CONFIDENCE~~

11. **Force structure for chaplains' capability.** HPC highlighted that Capability managers set the force structure for chaplains' capability. Head Force Design, not Defence People Group, is responsible for force structure and number of chaplains required in the ADF.
12. **Bushfire Assist.** HPC highlighted the support that Chaplains provided as part of Bushfire Assist and thanked RACS members for their service.
13. **Strategic Defence design.** HPC advised that a lecture on Strategic Defence design through the Capability Life Cycle should be considered for the next RACS Induction day.
14. **Defence Census.** HPC advised that the Defence Census results will be released in Apr 20. This will highlight current religious affiliation for ADF members.
15. **Budget.** The Defence budget is under pressure for the step up in the Pacific. DPG funding has been effectively cut by absorbing transition. Recruiting will increase from 7000 to 8000 in FY 20/21 which will also draw on HPC funding capability. HPC has committed to supplementing the budget ensuring a 4th RACS meeting as a priority this May thus enabling the availability of funds for members' travel to achieve core tasks. Travel should be conducted by mid May for funds to be costed and acquitted this FY.
16. **Communication of RACS value to ADF leadership.** CDF showed keen interest in the work of the Committee in producing various position papers on relevant issues. A selected number of papers will be provided to CDF through HPC given further development of these documents. The RACS role charter and metrics can assist HPC to communicate the value of RACS to ADF leadership. How can the RACS annual report include evidence based on the metrics? There is opportunity to highlight the multi-faith value of RACS and transition of ADF personnel through former ADF chaplains to a veteran friendly spiritual community.
17. **Joint Transition Authority.** The Joint Transition authority is to synchronise and integrate the support offered to veteran members and families across a number of departments and agencies in the initial period of their separation. Chaplains have been engaged at various

~~RACS IN CONFIDENCE~~

levels through workshops and on other activities in this activity. There is opportunity for RACS to become more involved in the Transition/Joint Transition Authority body of work.

18. **Corona virus.** There will be corona virus implications through planning and support across the department as the full effects of the virus unfold.

DCA Presentation and Meet & Greet

19. The Deputy Chief of Army MAJGEN Rawlins addressed RACS members and talked of connectedness between people being different from connectivity. ADF members need more connectedness and this is where chaplains can assist. DCA thanked RACS members for their contribution in recruiting and pastoral care for ADF chaplains. Conversation followed with DCA over lunch.

Business Arising

20. **Method for prioritising finances.** RACS members agreed that the Chair and SO RACS manage and internally allocate finances.

21. **Position papers.** A number of the position papers require further work as per enclosure one.

Faith Group Updates

22. Faith Group updates were provided by Judaism, Islam, Buddhism and Hindu RACS members. These provided the opportunity to advise the lived faith experience in Australia. Due to time constraints, the Sikh and Christian updates were not presented and have been carried over to the May RACS meeting. Summaries of these updates are attached as Enclosures two to five.

Position Paper consideration

23. **MSWO Concept.** RACS reaffirmed that MSWO would not be designated as chaplains. The Defence Act does not recognise the appointment of the MWSO as a stand-alone military designation at this time. Navy wishes to ensure that the MSWO is covered by the same

~~RACS IN CONFIDENCE~~

conditions of service as the appointment of chaplains and would therefore would be designated protected persons not exercising command and control. . Senior leaders have agreed that the MSWO category can be appointed as CHAP (MSWO) in this instance. This will be the only time that the MSWO category will be designated as 'Chaplain'. Navy will seek to change the Defence Act to include a provision for MSWO.

24. Rabbi ^{s47F} spoke to his position paper as to how RACS could assist with the Implementation of the MWSO concept. CN has introduced the category of MSWO for future capability reasons within Navy. The RACS recognises and accepts this reality. The question remains how the RACS can best support the integration of Chaplaincy and MWSO within the RAN Chaplaincy Branch. The RACS recognises the requirement for it to support every effort that will ensure the unity of the two 'streams' within the Navy Chaplaincy Branch so as the integrity of the Branch and its capability is of the highest standard. The RACS agreed that it needed to take a positive approach and assist where possible in the process of integration. It was agreed, as for all Defence members, that RACS champion the welfare and pastoral care of RAN MWSO members. It was resolved that RACS agree to, where appropriate, offer hospitality and support to MSWOs.

25. **Function, role and relationship clarification of RACS and DGs.** Rev'd ^{s47F} spoke to his position paper, it has now been socialised with the DGs. The paper suggested an alternate format for future RACS meetings.

Action: Chair is to confirm the whether he agrees with implementation of the revised recommended format for RACS meetings prior to the next RACS meeting agenda is released.

~~RACS IN CONFIDENCE~~

Criteria for religious exemption

26. The Chair asked Imam ^{s47F} to speak to his draft paper. The RACS accepted the draft with a modification to the last paragraph as attached as Enclosure 6. The Chair expressed appreciation to Imam ^{s47F} for this excellent work.

Protestant Authorised Faith Representative for Navy Chaplaincy

27. Rev'd ^{s47F} recommended CHAP ^{s47F} as the Protestant Authorised Faith Representative for Navy. RACS agreed this recommendation and will advise DGCHAP-N.

Action: Chair to write to DGCHAP-N advising CHAP ^{s47F} is the Protestant Authorised Faith Representative for Navy.

General Business

28. The Rev'd ^{s47F} suggested that the JOC senior chaplain, CHAP ^{s47E(c)} be invited to address the RACS on Operational Chaplaincy matters, particularly in regards to ADF Chaplaincy involvement in OP Bush Fire Assist.

29. **Honorary RACS members** ^{s47F} raised whether previous RACS members could be engaged as honorary consultants for their knowledge expertise to assist the current RACS Committee. This suggestion had broad support from RACS members.

Action: ^{s47F} is to develop a short paper on the proposal to engage honorary RACS members as consultants to support RACS with their knowledge and experience.

^{s22}

^{s47F}

Monsignor

Chair

2 Apr 20

~~RACS IN CONFIDENCE~~

Enclosures

1. RACS position paper action items
2. Judaism paper
3. Islam Paper
4. Buddhist Paper
5. Hindu Paper
6. Criteria for religious exemption



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP

s47E(c) Department of Defence, CANBERRA ACT 2600

RACS MEETING USING ZOOM CONFERENCING 07 APRIL 2020

Opening

1. The Chair opened the meeting at 1000.

Welcome

2. Chair welcomed those in attendance including DGCHAP-A and Mrs s47F

Present:

Monsignor s47F	Chair
The Reverend s47F	(ANG)
The Reverend s47F	(APCCB)
The Venerable s47F	(Buddhist)
Mr s47F	(Hindu)
Imam s47F	(Islam)
Rabbi s47F, s47F	(Jewry)
The Reverend s47F	(Pres)
The Reverend s47F	(UCA)
LTCOL s47E(c)	SO

Observers:

Chaplain s47F	DGCHAP-A
Mrs s47F	DPG support

Apologies:

s47F	(Sikh)
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Agenda

3. The agenda as circulated was adopted.

Minutes confirmed

4. Minutes of the previous meeting were not tabled.

Correspondence

5. No correspondence was tabled.

Business Arising

6. No Business Arising was dealt with.

Reports.

7. No reports were tabled.

General Business

8. **Report from DGCHAP-A on the response of ADF Chaplaincy to the COVID-19 Pandemic.** DGCHAP-A presented a report attached as Enclosure 1. Questions were asked by RACS members

Resolved: The Chair write to DGCHAP-A with a cc to the DGCHAP-N and DGCHAP-AF to;

- a. Thank DGCHAP-A for his transparent and informative brief on ADF Chaplaincy's response to the COVID-19 crisis.
- b. Congratulate the DGCHAPs on their leadership within their Departments as well as to the wider ADF.
- c. Request the DGCHAP's to convey the sincere gratitude of the RACS to all chaplains, noting their agility in the provision of pastoral support, and ongoing selfless service for the good of all Defence personnel at this time.
- d. Assure support where appropriate, and at their direction.

9. **RACS response to COVID-19 Recruiting and Pastoral Care limitations.** Various RACS Members briefed how they are conducting recruiting and pastoral care without opportunity to travel. It was noted that most are using phone calls, emails and videoconferencing.

10. **Task Review.** The Chair noted the following priority tasks:

- a. Women in chaplaincy – Way forward (Rev s47F)
- b. Chaplains deployed outside categories (Rev s47F and Rev s47F)
- c. ADFCC response to position paper on the relationship between the RACS and DGCHAPs. (ADFCC response pending)
- d. RACS Research Officer (s47F and Rev s47F)
- e. RACS protocol (The Venerable s47F)
- f. Socialise RACS Position Papers to HPC and CDF (RACS Chair and SO)
- g. RACS Activity diary review (All)

Next Meeting

11. Discussion on future meeting frequency and format.

Resolved RACS meet on a more regular basis using short videoconferences. The proposed date and time set were Wednesday 29 April at 1000.



Closure

12. The Chair closed the meeting at 1115.

s22

s22

s47F

s47E(c)

Monsignor

LTCOL

Chair

Secretary

20 Apr 20

20 Apr 20

Enclosure

1. DGCHAP-A report on the response of ADF Chaplaincy to the COVID-19 Pandemic

~~RACS IN CONFIDENCE~~



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP

s47E(c) Department of Defence, CANBERRA ACT 2600

RACS MEETING USING ZOOM CONFERENCING 29 APRIL 2020

ITEM 1 - OPENING

1. The Chair opened the meeting at 1020.

ITEM 2 - WELCOME

2. The Chair welcomed those in attendance.

Present:

Monsignor s47F	Chair
The Right Reverend s47F	(ANG)
The Reverend s47F	(APCCB)
The Venerable s47F	(Buddhist)
Mr s47F	(Hindu)
Imam s47F	(Islam)
Rabbi s47F	(Jewry)
The Reverend s47F	(Pres)
s47F	(Sikh)
The Reverend s47F	(UCA)
LTCOL s47E(c)	SO

ITEM 3 - AGENDA

3. The agenda as circulated was adopted.

ITEM 4 - MINUTES CONFIRMED

4. The RACS Minutes of 03 Mar 2020, 04 Mar 2020 and 07 Apr 2020 were tabled.

5. The RACS Minutes of 03 Mar 2020 were proposed by the Venerable ^{s47F} and seconded by Rabbi ^{s47F} as a true and accurate record of the meeting. The motion was carried.

6. The RACS and DG Minutes of 04 Mar 2020 were proposed by Imam ^{s47F} and seconded by Rev ^{s47F} as a true and accurate record of the meeting. The motion was carried.

7. The RACS Minutes of 07 Apr 2020 were proposed by Rev ^{s47F} and seconded by Rabbi ^{s47F} as a true and accurate record of the meeting. The motion was carried.

ITEM 5 - CORRESPONDENCE

8. The following are RACS outwards correspondence from 04 Mar 2020 to 27 Apr 2020:

- a. Imam ^{s47F} response to DHCHAP-A concerning halal ration packs 23 Mar 2020
- b. Imam ^{s47F} response to DGCHAP-A concerning Islamic Prayer 23 Mar 2020
- c. RACS Chair letters of appreciation to Rev'd ^{s47F} and Rev'd ^{s47F} 23 Mar 2020
- e. RACS SO response to Ministerial Tasking document 22 Apr 2020
- f. RACS Chair letters of appreciation to DGCHAPs 23 Apr 2020

9. The following are RACS inwards correspondence from 04 Mar 2020 to 27 Apr 2020.

- a. CHAP ^{s47E(c)} request for ADF@Worship responses by 29 May 20 on 17 Mar 2020
- b. Bishop ^{s47F} consecration service various emails (Feb and Mar 2020)
- c. DGCHAP-A email to Imam ^{s47F} concerning halal ration packs 20 Mar 2020
- d. HPC email updates concerning COVID 19 22 Mar 2020, 27 Mar 2020, 24 Apr 2020
- e. DGCHAP-A email request to Imam ^{s47F} for Islamic ANZAC Day Prayer 23 Mar 2020
- f. DGCHAP-N email to RACS Chair advising MSWO approval at DFRT 02 Apr 2020
- g. Request for input into Ministerial Tasking document 20 Apr 2020

ITEM 6 – BUSINESS ARISING

10. No Business Arising was dealt with.

ITEM 7 - REPORTS.

11. No reports were tabled.

ITEM 8 – GENERAL BUSINESS

12. **RACS Policy and Research officer.** Rev ^{s47F} and Rev ^{s47F} talked to the proposal (Enclosure 1). The RACS Chair advised that he had preliminary discussions with HPC who supports the RACS resource review and the requirement for a RACS Research and Policy officer. HPC has advised that Terms of Reference be written for both the resource review and the RACS Research and Policy Officer captured in the one task demonstrating how both contribute to improving Defence capability.

Resolved: The concept of a Policy and Research Officer was approved by RACS.

Resolved: LTCOL ^{s47E(c)} draft a TOR for the conduct of a resource review of RACS, in consultation with ^{s47F} and REV ^{s47F} for Chair clearance and for release to HPC by 08 May 2020.

Resolved: The Chair recommend a suitable 04 (E) Officer, in consultation with ^{s47F} ^{s47F} and REV ^{s47F} to conduct a resource review of the RACS, identifying future requirements of the committee including a Policy and Resource Officer by 15 May 2020.

Resolved: The Chair seek to confirm the RACS bid of 290 days for FY 20/21 has been approved and request that reserve days required to conduct the resource review be resourced by HPC in addition to the current RACS bid.

13. **CHAPPOL Terminology, process and method of communication.** Chair ADFCC after consultation with individual RACS members has drafted terminology for CHAPPOL (Enclosure 2).

Resolved: The Venerable ^{s47F} to submit an alternative version of terminology for consideration by the members of RACS.

~~RACS IN CONFIDENCE~~

Resolved: RACS Chair to develop proposed terminology for CHAPPOL following consultation with RACS members.

Resolved: A protocol is to be developed for information requests to RACS that impact across Faith Groups. **ACTION:** SO RACS in consultation with Chair.

14. **Criteria for Chaplains being posted to non-Chaplain positions.** Rev ^{s47F} spoke to the criteria (Enclosure 3)

Resolved: The criteria was endorsed by RACS members.

15. **RACS profile during COVID 19 period.** There was discussion on whether RACS should distribute a written statement or video to ADF members to provide support and pastoral care at this time recognising the multiple difficulties and challenges faced by ADF members and families at this time.

Resolved: Rabbi ^{s47F} to prepare the first draft in consultation with all members.

Resolved: RACS Chair to provide a written statement through HPC to CDF for potential distribution.

ITEM 9 – NOMINATION OF CHAPLAINS

16. The following Chaplains were nominated and subsequently approved by the Committee:

- a. Rev ^{s47E(c)} - Navy Reserve (Catholic)
- b. Rev ^{s47E(c)} - Army Reserve (Catholic)
- c. Fr ^{s47E(c)} - Army Reserve (Catholic)
- d. Fr ^{s47E(c)} - Air Force Reserve (Catholic)
- e. Rev ^{s47E(c)} - Army Reserve (Baptist)
- f. Pastor ^{s47E(c)} - Permanent Army (Baptist)
- g. Rev ^{s47E(c)} - Navy Reserve (Anglican)
- h. Rev ^{s47E(c)} - Army Reserve (Anglican)

~~IN CONFIDENCE~~

- i. Rev'd ^{s47E(c)} [REDACTED] - Navy Reserve (Uniting)

ITEM 10 – NEXT MEETING

17. The next meeting date was not confirmed. Proposed date is during the week 25-29 May, 2020. Chair to confirm.

ITEM 11 - CLOSURE

18. The Chair closed the meeting at 1200.

s22 [REDACTED]

s47F [REDACTED]

Monsignor

Chair

11 May 2020

s22 [REDACTED]

s47E(c) [REDACTED]

LTCOL

Secretary

11 May 2020

Enclosures

1. Proposal for appointment of RACS Policy / Research officer
2. CHAPPOL terminology for religious ministry / support.
3. Criteria for employment of a Chaplain in a non-Chaplain position

[REDACTED]



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP

s47E(c) Department of Defence, CANBERRA ACT 2600

RACS MEETING USING ZOOM CONFERENCING 28 JULY 2020

ITEM 1 - OPENING

1. The Chair opened the meeting at 1005 with a devotion (Enclosure 1).

ITEM 2 - WELCOME

2. The Chair welcomed those in attendance.

Present:

Reverend Monsignor	s47F	Chair (RC)
The Right Reverend	s47F	(ANG)
The Reverend	s47F	(APCCB)
The Venerable	s47F	(Buddhist)
Mr	s47F	(Hindu)
Imam	s47F	(Islam)
Rabbi	s47F	(Jewry)
The Reverend	s47F	(Pres)
s47F		(Sikh)
The Reverend	s47F	(UCA)
LTCOL	s47E(c)	SO

3. It was noted that the DG Chaplains were not in attendance given Service Directives in regard to the use of Zoom for Defence Business.

ITEM 3 - AGENDA

4. The Agenda as amended was adopted.

~~RACS IN CONFIDENCE~~

ITEM 4 - MINUTES CONFIRMED

5. **Resolved:** Minutes of the meeting held 29 Apr 2020 be approved.

ITEM 5 - CORRESPONDENCE

6. RACS outwards correspondence from 29 Apr 2020 to 27 Jul 2020 is listed below for record but not tabled at the meeting:

- a. Australian Government Organisation update response for RACS of 30 Apr 20
- b. Imam ^{s47F} response to request for Islamic member to wear a beard of 01 May 2020
- c. APCCB Nomination to Minister Chester for next RACS member Pastor ^{s47F} of 05 May 2020
- d. RACS response to Wounded Spirit proposal of 08 May 2020
- e. Terms of Reference for RACS Review of 11 May 2020
- f. Imam ^{s47F} response to DGCAHP-A on Halal ration packs of 27 May 2020
- g. Rev'd ^{s47F} to SO HPC RACS member remuneration of 02 Jun 2020
- h. Imam ^{s47F} advice to SGT ^{s47E(c)} concerning Islamic marriages of 18 Jun 2020
- i. HPC letter to COMDT RMC on Duntroon spatial allocation of 01 Jul 2020

7. RACS inwards correspondence from 29 Apr 2020 to 27 Jul 2020 is listed below for record but not tabled at the meeting:

- a. Australian Government Organisation update report for RACS 29 Apr 2020
- b. DGCHAP-N request for RACS to provide input to Multi faith world view policy of 29 Apr 2020
- c. Request for Islamic member to wear a beard of 01 May 2020
- d. Request for response on Wounded Spirit proposal of 06 May 2020
- e. DGCHAP-A Irwin Barracks - Planning and scoping for multi-faith areas of 07 May 2020
- f. DGCHAP-A request for DIRLAUTH to discuss other than Christian chaplains with RACS members of 18 May 2020

~~RACS IN CONFIDENCE~~

- g. DGCHAP-A information request on Halal ration packs of 25 May 2020
- h. DGCHAP-A request for articles for Chaplains Journal 2020 of 29 May 2020
- i. RACS Review report of 10 Jun 2020
- j. DGCHAP-AF email on the new DIAP and CHAPPOL of 22 Jun 2020
- k. COMDT RMC letter to HPC on expanding RMC facility requirements of 24 Jun 2020
- l. HPC email to RACS SO on HPC expectations of RACS Secretariat of 03 Jul 2020
- m. DGCHAP-A Interim Ordination waiver for Army chaplaincy group recruiting of other than Christian faith groups of 16 Jul 2020
- n. DGCHAP-A Interim Ordination waiver for recruiting of female candidates of 16 Jul 2020
- o. CHAP ^{s47E(c)} request for Christian retreat information to inform Admin Instructions of 20 Jul 2020
- p. CHAP ^{s47E(c)} request for additional information for ADF at Worship of 20 Jul 2020
- q. ADFCC Chair information on the new DIAP and CHAPPOL of 22 Jun 2020
- r. RACS draft Forward Work Plan of 7 Jul 2020

ITEM 6 – BUSINESS ARISING

- 8. (a) Item 7 – referred over to General Business (9a)
- (b) Item 13 – CHAPPOL Terminology, process and method of communication referred to General Business (9g)
- (c) Item 14 – Criteria for Chaplains being posted to non-Chaplain positions. SO RACS confirmed that the RACS endorsed criteria has been provided to ADFCC Chair through 29 Apr 20 RACS Minutes.

ITEM 7 - REPORTS.

- 9. No reports were tabled.

~~CONFIDENTIAL~~

ITEM 8 – GENERAL BUSINESS

RACS Resource and Functional review

10. The following was noted.

a) **The RACS Resource and Functional Review.** Terms of Reference for the review was signed on 11 May 2020 (Enclosure 2). The completed report was initially presented direct to HPC and the RACS Chair has subsequently released it to RACS members. The review document formed the basis for a Forward Working Plan Brief from HPC.

b) **Terms of Reference - RACS Resource and Function Review.** Rt Rev'd ^{s47F} [REDACTED] indicated that perhaps due to the short timeframe for the Review, several aspects of the TOR had not been met. Of note were the specified and implied tasks, the minimum support requirements and the full extent of the resources needed. A RACS Working Group will address any shortfalls and report to next meeting. The Working Group to consist of Chair, Rt Rev'd ^{s47F} [REDACTED] Rev ^{s47F} [REDACTED] Rev ^{s47F} [REDACTED] and the Venerable ^{s47F} [REDACTED]

Resolved: RACS Working Group to further develop the RACS Review.

c) **RACS Remuneration.** OHPC is liaising with the Director of Remuneration in regards to RACS remuneration. The advice is that RACS members should be paid for hours worked with upper limits agreed to, not based on entitlement.

Resolved: RACS Chair to meet with HPC and Defence staff to discuss RACS member remuneration.

RACS Secretariat.

11. The following was noted.

a) The recommendation of the Forward Working Plan that all Defence personnel working for RACS be tasked by and report to the RACS Chair.

[REDACTED]

- b) The transition period for the RACS Secretariat has commenced. The RACS Secretariat will reach a mature state for governance / compliance, staffing, roles / functions by 01 Jul 2021.
- c) The four RACS Secretariat designated positions at this time include Sec RACS, SO RACS, SO Research and SO Recruiting.
- d) Additional reserve days with appropriate justification will be considered by HPC.
- e) RACS Chair to meet with RACS Secretariat members on a weekly basis to provide guidance on secretariat realignment and finalise duty statements.

12. Additional workload taken on by Chair noted by RACS Members.

ADF at Worship

13. CHAP^{s47E(c)} [REDACTED] on behalf of ADFCC has the lead for developing ADF at Worship. The RACS Chair confirmed that prayers in other languages can be included. Islamic, Buddhist and Judaism have provided returns. Sikh and Hindu returns are being developed and should be submitted by 14 Aug 2020.

Resolved: That the outstanding responses for ADF at Worship are to be submitted to CHAP^{s47E(c)} [REDACTED] by 14 Aug 20.

Use of space in multi faith areas

14. The RACS Chair circulated LTCOL^{s47E(c)} [REDACTED] paper on use of space in multi-faith areas. (Enclosure 3). Faith Groups are to provide their particular requirements for consideration within multi-faith spaces.

Resolved: SO Research to work with RACS members in regards to this project.

DGCHAP-A emails on ordination waivers.

15. The following was noted.

- a) Several RACS members have responded to DGCHAP-A draft ordination waivers for other than Christian faith groups and women.

~~RACS IN CONFIDENCE~~

- b) Rev'd ^{s47F} advised of a COSC decision on 09 Mar 2009 where COSC agreed to the appointment of non-ordained chaplains. This decision would be applicable to other faith groups. This COSC outcome to be sent to DGCHAP-A as part of the response.

RACS Protocol 1

16. The Venerable ^{s47F} spoke to the protocol (Enclosure 4.) Presentation under review by members.

ADF Chaplaincy Policy.

17. Chair ADFCC was not present to provide a verbal update on ADF Chaplains Policy document. He had provided information on 22 Jun 20 to the RACS Chair for distribution (Enclosure 5). The Chair ADFCC had previously consulted RACS on an element of ADF Chaplains Policy however did not seek RACS advice in regards to the whole document. The Chair has provided a copy of the consolidated ADFCC Draft CHAPPOL to members on 23 Jul 20.

Women in Chaplaincy Working Group report.

18. Rev ^{s47F} provided a verbal report. The following points were noted.
- a) CHAP ^{s47E(c)} advised that the ADF Women in Chaplaincy Working Group report has been finalised and is now being staffed through ADFCC for its consideration prior to being presented to RACS.
 - b) That the report should have been provided initially to RACS as the report was initiated by RACS and completed by Rev'd ^{s47F} the CDF Specialist Advisor for Women.
 - c) Rev'd ^{s47F} concluded her appointment 30 Jun 2020.

Resolved: RACS Chair to discuss with Chair ADFCC to request a copy of the report and seek a response on why the report had not been presented directly to RACS.

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Resolved: RACS Chair to write a letter of appreciation to Rev'd ^{s47F} [redacted] as the CDF Special Advisor for Women to RACS following receipt of the report.

IGADF Inquiry

19. The IGADF Inquiry report is likely to be released in August.

Resolved: RACS Working Group to be formed to develop a strategy in response. The working group consisting of the Chair, Rt Rev'd ^{s47F} [redacted] Rev ^{s47F} [redacted] Iman ^{s47F} [redacted] and LTCOL ^{s47E(c)} [redacted] RACS communication to faith group networks in support of veterans to be developed.

ITEM 9 – NOMINATION OF CHAPLAINS

20. The following Chaplains were nominated and subsequently approved by the Committee:

- a. CHAP ^{s47E(c)} [redacted] – Army Reserve (Anglican)
- b. Pastor ^{s47E(c)} [redacted] – Navy Reserve (Baptist)
- c. Rev ^{s47E(c)} [redacted] – RAAF Reserve (Baptist)
- d. Pastor ^{s47E(c)} [redacted] Army Reserve (Seventh Day Adventist)
- e. Rev ^{s47E(c)} [redacted] - Army Reserve (Baptist)
- f. Rev'd ^{s47E(c)} [redacted] – Regular Army (Anglican)
- g. Rev'd ^{s47E(c)} [redacted] – Regular Army (Uniting)

ITEM 10 – NEXT MEETING

21. The next meeting date is proposed for 0930 Wed 26 Aug 2020.

~~RACS IN CONFIDENCE~~

ITEM 11 - CLOSURE

22. The Chair closed the meeting at 1220.

s22

s47F

Monsignor

Chair

5 Aug 2020

s22

s47E(c)

LTCOL

Secretary

5 Aug 2020

Enclosures

1. RACS Chair reflection
2. RACS Resource and Function Review Terms of Reference 11 May 2020
3. Multi-faith spaces paper by LTCOL s47E(c)
4. RACS Protocol 1 Report by the Venerable s47F
5. ADFCC Chair email concerning ADF Chaplains policy update



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP

s47E(c) Department of Defence, CANBERRA ACT 2600

RACS MEETING USING ZOOM CONFERENCING 26 AUG 2020

ITEM 1 - OPENING

1. The Chair opened the meeting at 1000 with a reflection at Enclosure One.

ITEM 2 - WELCOME

2. The Chair welcomed those in attendance.

Present:

Reverend Monsignor s47F	Chair (RC)
The Right Reverend s47F	(ANG)
The Reverend s47F	(APCCB)
The Venerable s47F	(Buddhist)
Mr s47F	(Hindu)
Imam s47F	(Islam)
Rabbi s47F	(Jewry)
The Reverend s47F	(Pres)
s47F	(Sikh)
The Reverend s47F	(UCA)
DGCHAP-A s47F	
DGCHAP-AF s47F	
LTCOLs47E(c)	SO

Apologies:

DGCHAP-N Collin Acton

~~RACS IN CONFIDENCE~~

ITEM 3 - AGENDA

3. There were additional three additional items in addition to the distributed agenda. These included standardisation of advice from the Islamic faith group concerning the wearing of beards, recruiting and RACS member presentation to the Chaplains College.

ITEM 4 - MINUTES CONFIRMED

4. Minutes of the meeting held 28 Jul 2020 were proposed by Rev'd s47F and seconded by s47F as being an accurate record of the meeting.

ITEM 5 - CORRESPONDENCE

5. RACS outwards correspondence from 28 Jul 2020 to 26 Aug 2020 is listed below for record but not tabled at the meeting:

- a. Rabbi s47F Judaism ADF at Worship response to CHAP s47E(c) 28 Jul 20
- b. Mr s47F Hindu ADF at Worship response to CHAP s47E(c) of 03 Aug 2020
- c. RACS Chair letter to ADFCC Chair requesting release of Women in Chaplaincy Working Group paper of 04 Aug 2020
- d. Imam s47F email to CHAP s47E(c) concerning Islamic facilities requirements for Amberley Chaplaincy Centre refurbishment of 13 Aug 2020
- e. Mr s47F response to Hindu Emergency Religious Ministry of 14 Aug 2020
- f. Imam s47F response to CHAP s47E(c) concerning faith celebration at ADFA Graduation of 17 Aug 2020
- g. RACS Chair letter of appreciation to Rev s47F of 18 Aug 2020
- h. RACS Chair email to DGs concerning RACS continued use of Videoconferencing of 19 Aug 2020
- i. RACS Chair email to RACS members concerning Protocol 1 of 25 Aug 2020

6. Inwards correspondence from 28 Jul 2020 to 26 Aug 2020 is listed below for record but not tabled at the meeting:
- a. s47F email to RACS Chair concerning Hindu member recruiting of 30 Jul 2020
 - b. DPG ABS email with links to Service Newspapers of 31 Jul 2020
 - c. HPC cleared brief to Minister Chester for Rev s47F to be APCCB member to RACS of 03 Aug 2020
 - d. ADFCC Chair advising RACS Chair of cancellation of faith based retreats in 2020 of 03 Aug 2020
 - e. Mr s47E(c), Assistant Director Remuneration advice about draft Part Time Office Holder fortnightly remuneration template of 05 Aug 2020
 - f. Bishop s47F RACS Review feedback to RACS Chair of 07 Aug 2020
 - g. ADFCC Chair email to RACS Chair concerning request for WCWG paper of 07 Aug 2020
 - h. ADFCC Chair email covering brief for RACS on Women in Chaplaincy Working Group of 07 Aug 2020
 - i. DPG ABS email to RACS Chair concerning s47F requirement for baseline security clearance of 12 Aug 2020
 - j. DPG ABS email to Rabbi s47F concerning potential expiry of baseline security clearance of 17 Aug 2020
 - k. CHAP s47E(c) ADF at Worship update email to RACS Chair of 19 Aug 2020
 - l. DGCHAP-A email request to Imam s47F concerning faith group matter of 21 Aug 2020
 - m. DGCHAP-N email request for advice to RACS Chair on Navy multi faith spaces of 21 Aug 2020

ITEM 6 – BUSINESS ARISING

7. The following are items of business arising from Item 8 of the RACS meeting on 28 Jul 2020:

- a. Para 10b - RACS Working Group to further develop the RACS Review - referred over to General Business (9a)
- b. Para 10c - RACS remuneration, referred over to General Business (9b)
- c. Para 19 - RACS Members Information & Support to Faith Groups, referred over to General Business (9c)
- d. Para 13 - ADF at Worship, referred over to General Business (9d)
- e. Para 14 - Use of space in Multi-Faith areas, referred over to General Business (9e)
- f. Para 16 - RACS Protocol 1, referred over to General Business (9h)
- g. Para 18 - Women in Chaplaincy Working Group report, referred over to General Business (9f)

ITEM 7 - REPORTS.

8. No reports were tabled.

ITEM 8 – GENERAL BUSINESS

RACS Specified and Implied Tasks review

9. Bishop s47F provided an update on the development of RACS specified and implied tasks. The following was noted:

- a) RACS specified and implied tasks from the MOA have been developed by a RACS Working Group.
- b) A summary of the MOA Tasking Overview is attached as Enclosure Two.
- c) The minimum Reserve Day support requirement is 360 days.

RACS Remuneration Update

10. The following was noted:

- a) It is anticipated that the RACS will be included into a fortnightly schedule for the payment of Part Time office holders as presently exists for others in this category.
- b) The monthly Activity diary is to be reviewed.

RACS members Information and Support to Faith Groups

11. A RACS Working Group is developing a draft letter for RACS members to distribute to their Faith Groups to assist those who are impacted by a current Inquiry. This draft letter has been provided to BRIG Spalding for comment / clearance. RACS is well positioned awaiting CDF's release and comment on the Inquiry outcomes.

ADF at Worship

12. CHAP §47E(c) on behalf of ADFCC has the lead for developing ADF at Worship. Outstanding returns are being developed and should be submitted by 14 Sep 2020.

13. It was acknowledged that ADF at Worship has been a considerable workload for 'other faith group' RACS members. The document will be available to all ADF members.

Resolved: Outstanding ADF at Worship contributions to be submitted by 14 Sep 2020.

Use of space in multi faith areas

14. The RACS Chair advised that LTCOL §47E(c) will be the RACS Secretariat lead to develop a RACS multi faith facilities requirements paper. RACS has been requested on several occasions recently to comment into this space.

15. DGCHAP-N has requested advice from RACS concerning the use of existing Navy Chapels as multi faith spaces. DGCHAP-N has requested RACS advice on using Navy Chapels for multi faith purposes by 04 Nov 2020.

P _____

16. There was agreement that RACS should be consulted for new multi faith facilities development. Repurposing existing chapels that do not have a space for multi faith prayer will be more challenging. RACS appreciates working with the DGCHAPs in this space.

Resolved: LTCOL s47E(c) will lead this work in conjunction with the establishment of a RACS Working Group to develop multi faith user requirements and to report back to RACS Meeting by end Oct 2020.

Resolved: RACS members are to provide their requirements in a multi faith space to LTCOL s47E(c) within a timeframe set by SO Research.

Multi faith representation at ADFA graduation prayer service.

17. ADFA CHAP s47E(c) is seeking the advice of RACS in regards to the inclusion of multi-faith participation and FG requirements in the 2020 graduation program. The ADFA Prayer service is likely to be on 08 Dec 20 although may be brought forward to the week prior due to COVID.

Resolved: The Chair will take the lead in facilitating the possibility of multi faith inclusion with CHAPs47E(c)

Women in Chaplaincy Working Group Report.

18. CHAP s47E(c) provided a verbal report. The following points were noted:

- a) CHAP s47E(c) advised that the ADF Women in Chaplaincy Working Group (WCWG) report has been finalised and is now being staffed through ADFCC for their consideration prior to being presented to RACS.
- b) The WCWG update for RACS is at Enclosure 3.
- c) The Terms of Reference for the WCWG is at Enclosure 4.
- d) The WCWG Action Paper is at Enclosure 5.
- e) RACS noted the new TOR for the WCWG.

-
- f) RACS noted the request to encourage female chaplains to actively participate in single service Women in Chaplaincy Networks.
- g) RACS noted the WCWG's appreciation of the Rev s47F support and actions over the past few years.

RACS Protocol 1

19. There was insufficient time to adequately discuss this agenda item. The Venerable s47F has recommended that additional time be allocated to discussing RACS as a multi faith committee.

Resolved: An out of session RACS meeting be dedicated to discussing the multi faith dimensions as a foundation of RACS.

RACS Metrics

20. The RACS sought that the current Metrics be revised as reporting requirements that demonstrate RACS capability.

Resolved: A RACS Workshop to refine metrics to be led by Rev'd s47F

Standardisation of Faith Group advice from RACS members

21. Imam s47F provided advice on a request from DGCHAP-A on the growing of beards by Islamic members in the ADF. This advice will be issued separately for RACS members consideration.

Resolved: RACS members to provide their endorsement on Imam s47F proposal about the wearing of beards for Islamic members.

Recruiting

22. The RACS Chair advised one of the recommendations from the Working Group responding to the RACS Review and Function outcomes will be the establishment of the position of SO Recruiting as part of the RACS Secretariat.

23. There was a request raised by the Venerable s47F to have a virtual recruiting meeting with the DGs to discuss recruiting matters. This request was then extended to 'other faith group' RACS members

Resolved: A recruiting meeting with 'other faith group' RACS members and DGs be considered.

RACS Address at Chaplains College

24. The Chair advised of an opportunity for RACS to briefly address Chaplains at the next virtual ADF Chaplains Initial Course. Imam s47F and Rabbi s47F to provide a short video message.

Resolved: The RACS Chair is to liaise with the Chaplains College to advise the date and information required in the short video presentations.

ITEM 9 – NOMINATION OF CHAPLAINS

25. The following Chaplains were nominated and subsequently approved by the Committee:

- a. Pastor s47E(c) ACC, Army Reserve
- b. s47E(c) Islam, Army Reserve
- c. Rev'd s47E(c) Catholic, RAAF Reserve
- d. Rev'd s47E(c), Anglican, Army Permanent

ITEM 10 – NEXT MEETING

26. The next meeting date is proposed for the last week of September. The date and time will be confirmed by the RACS Chair.

ITEM 11 - CLOSURE

27. The Chair closed the meeting at 1245.

s22

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s47F

s47E(c)

~~RACS IN CONFIDENCE~~

Monsignor

LTCOL

Chair

Secretary

08 Sep 2020

08 Sep 2020

Enclosures

1. RACS Chair reflection
2. RACS MOA specified and implied tasks
3. WCWG Update brief for RACS
4. WCWG TOR
5. WCWG Action Paper

~~RACS-IN-CONFIDENCE~~



RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP

s47F Department of Defence, CANBERRA ACT 2600

RACS MEETING USING ZOOM CONFERENCING 15 OCT 2020

ITEM 1 - OPENING

1. The Chair opened the meeting at 1300 with a reflection at Enclosure One.

ITEM 2 - WELCOME

2. The Chair welcomed those in attendance.

Present:

Reverend Monsignor s47F	Chair (RC)
The Right Reverend s47F	(ANG)
The Reverend s47F	(APCCB)
The Venerable s47F	(Buddhist)
Mr s47F	(Hindu)
Imam s47F	(Islam)
Rabbi s47F	(Jewry)
The Reverend s47F	(Pres)
s47F	(Sikh)
The Reverend s47F	(UCA)
DGCHAP-N Collin Acton	
DGCHAP-A Darren Jaensch	
DGCHAP-AF Mark Willis	
LTCOL s47E(c)	SO

~~RACS IN CONFIDENCE~~

ITEM 3 - AGENDA

3. The agenda as presented was adopted.

ITEM 4 - MINUTES CONFIRMED

4. Minutes of the meeting held 26 Aug 2020 were proposed by Rev'd s47F and seconded by Imam s47F as being an accurate record of the meeting.

ITEM 5 - CORRESPONDENCE

5. RACS outwards correspondence from 26 Aug 2020 to 14 Oct 2020 is listed below for record but not tabled at the meeting:
 - a. RACS Chair brief to HPC on RACS Secretariat Outcomes of 01 Sep 2020
 - b. RACS Defence mobile phone business case of 03 Sep 2020
 - c. s47F email Hindu response to CHAP s47E(c) 02 and 04 Sep 2020
 - d. RACS Chair email to RACS members concerning multi faith discussion of 02 Sep 2020
 - e. Rev'd s47F email to CHAP s47E(c) concerning AD460 form transitioning to PDF of 03 Sep 2020
 - f. RACS Chair email to RACS members following meeting with HPC of 04 Sep 2020
 - g. SO RACS email to RACS members concerning draft response to National Commissioner for Defence Veterans Suicide Prevention Commissioner of 09 Sep 2020
 - h. Rev'd s47F email response to CHAP s47E(c) concerning dress requirements for Presbyterian chaplains of 09 and 10 Sep 2020
 - i. Rev'd s47F email response to CHAP s47E(c) concerning dress requirements for Uniting chaplains of 14 Sep 2020
 - j. Rev'd s47F email response to CHAP s47E(c) concerning dress requirements for APCCB chaplains of 14 Sep 2020
 - k. Imam s47F email to CHAP s47E(c) concerning Islamic matter for ADF at Worship of 15 Sep 2020

~~RACS-IN-CONFIDENCE~~

- l. RACS Secretariat Capability Commitment Plans submitted to SO HPC of 15 Sep 2020
- m. SO RACS response to DFR on RACS endorsed faith groups of 17 Sep 2020
- n. Imam ^{s47F} response to DGCHAP-A concerning Islamic member request to wear a beard of 21 Sep 2020
- o. RACS Chair submission to National Commissioner for Defence and Veterans Suicide Prevention Task Force of 24 Sep 2020
- p. RACS Chair cleared RACS Senate Estimate brief for HPC approval of 25 Sep 2020
- q. RACS Chair advice to RACS members on professional supervision of 29 Sep 2020
- r. RACS Chair email to SO HPC concerning Statement of Acknowledgement for CHAP ^{s47F} of 06 Oct 2020
- s. RACS Chair email to Chap ^{s47E(c)} concerning ADFA Graduation service of 07 Oct 2020
6. Inwards correspondence from 26 Aug 2020 to 14 Oct 2020 is listed below for record but not tabled at the meeting:
 - a. DGCHAP-AF email to RACS Chair concerning ADFA graduation service of 26 Aug 2020
 - b. DGCHAP-A email to RACS Chair covering Army Professional Supervision Directive of 28 Aug 2020
 - c. CHAP ^{s47E(c)} email to SO RACS concerning conversion of AD460 form to PDF of 01 Sep 2020
 - d. DGCHAP-A email to RACS Chair concerning DGCHAP-A succession plan of 03 Sep 2020
 - e. CHAP ^{s47F} request for Islamic guidance to Imam ^{s47F} concerning Islamic member at 1 MP Bn of 07 Sep 2020
 - f. SO HPC email to RACS Chair concerning updating RACS Senate Estimates brief of 07 Sep 2020

- [REDACTED]
- g. SO HPC email to RACS Chair concerning signing of RACS members diaries of 07 Sep 2020
 - h. DGCHAP-AF email to SO RACS concerning the naming of 'Other Faith Groups' of 07 Sep 2020
 - i. DPG email to SO RACS concerning RACS member security clearances of 08 Sep 2020
 - j. Chap ^{s47E(c)} email to SO RACS concerning dress requirements for Protestant chaplains of 09 Sep 2020
 - k. SO HPC email to RACS Chair concerning business cards and DFACTI of 14 Sep 2020
 - l. LEUT ^{s47E(c)} DFR request on RACS endorsed faith groups of 17 Sep 2020
 - m. Minister Chester appointment letter for Pastor ^{s47F} as APCCB RACS member from 01 Jan 2021 of 17 Sep 2020
 - n. Minister Chester thank you letter for Rev'd ^{s47F} as outgoing APCCB RACS member of 17 Sep 2020
 - o. SO HPC update to RACS Chair on RACS remuneration reform of 23 Sep 2020
 - p. SQNLDR ^{s47E(c)} email to SO RACS concerning RAAF Williamtown chapel upgrade of 25 Sep 2020
 - q. SO HPC update to RACS Chair on RACS remuneration reform of 23 Sep 2020
 - r. SQNLDR ^{s47E(c)} email to SO RACS concerning RAAF Williamtown chapel upgrade of 25 Sep 2020
 - s. DGCHAP-AF email to RACS Chair on Islamic beard policy of 30 Sep 2020
 - t. DGCHAP-A email to RACS Chair concerning Islamic guidance for wearing of beards for ADF member of 06 Oct 2020
 - u. SO HPC to RACS Chair on RACS Diary register of 07 Oct 2020

ITEM 6 – BUSINESS ARISING

7. The following are items of business arising from Item 8 of the RACS meeting on 26 Aug 2020:

- a. Para 9 – The specified and implied tasks review from the MOA. An outcome of this RACS initiative has been HPC’s agreement to establish five Reserve positions within the RACS Secretariat.
- b. Para 10 - RACS Remuneration is ongoing. It is anticipated that the new pay system will commence by 01 Jan 2021.
- c. Para 11 - RACS Members Information & Support to Faith Groups. LTCOL ^{s47E(c)} SO-Research, provided BRIG Spalding, Director General Sensitive Issues (DGS1), with the preferred RACS Welfare Support Letter including its other messaging. DGS1 in turn provided RACS with a draft that could be released once CDF communicated he had received the IGADF Report. This draft did not include content other than welfare support. Whilst advice could be given including other than welfare matters, this would need to be cleared through the Task Group Commander and should be done following CDF’s public comments. RACS members unanimously stated that any communication with their respective faith group leaders should include additional messaging and therefore RACS would seek clearance for its communication at the appropriate time. The Chair will provide this on-going advice for CDF’s appraisal.

Resolved: The Chair is to communicate the RACS decision to the CDF through the Task Group Commander.

- d. Para 13 - ADF at Worship. RACS members have provided responses to CHAP ^{s47E(c)} ADF at Worship is 90% complete and will be presented to ADFCC for clearance on 28 Oct 2020.
- e. Para 16 - Use of space in Multi-Faith areas, referred over to General Business (9b)
- f. Para 17 – Multi-faith representation at ADFA Graduation prayer service. No personal involvement of RACS is required.

~~RACS IN CONFIDENCE~~

- g. Para 18 – Women in Chaplaincy Working Group report. Nothing to report for this meeting.

Resolved: The Chair is to further RACS engagement in multi faith discussion with RACS Members.

- i. Para 20 – RACS metrics review, referred over to General Business (9d)
- j. Para 21 – Islamic guidance on wearing of beards by ADF members, referred over to General Business (9c)
- k. Para 23 – Request for virtual recruiting meeting with DGs. The RACS Chair advised that in discussion with Chair ADFCC there would be a future RACS meeting agenda item to outline recruiting processes including pathways for various faith groups and to discuss other recruiting issues.

Resolved: Recruiting processes including various recruiting pathways for faith groups is to be included as an agenda item in the Dec 2020 RACS meeting.

- l. Para 24 – RACS address at Chaplains College. RACS Chair advised that an opportunity for RACS to present a short video message at the recent virtual Initial Chaplains Course did not occur. The Chair will speak with the SI in relation to further opportunities in 2021.

ITEM 7 - REPORTS.

8. The following reports were tabled although not spoken to in detail due to the videoconferencing platform:
- a. Navy (Enclosure Two)
 - b. Army (Enclosure Three)
 - c. Air Force (Enclosure Four)
 - d. ADFCC (Enclosure Five)

~~RACS IN CONFIDENCE~~

ITEM 8 – GENERAL BUSINESS

RACS Review Transition Plan

9. The RACS Chair provided an update on the RACS Transition Plan. Immediate tasks due on 30 Sep 2020 have been completed. The outcome of the Defence mobile business case for RACS members submitted to the OHPC on 03 Sep 2020 is still outstanding. Tasks to be completed by Dec 2020 are being progressed.

Use of space in multi faith areas

10. The RACS Chair advised that a RACS workshop was undertaken on 28 Sep 2020 to commence development of a RACS multi faith facilities requirements paper.

11. Advice will be provided to DGCHAP-N following his request for RACS advice on the use of existing Navy Chapels as multi faith spaces.

12. RACS appreciates working with the DGCHAPs in this space.

Resolved: RACS advice to DGCHAP-N on use of existing Navy chapels as multi faith spaces to be provided by 10 Nov 2020.

Standardisation of Faith Group advice from RACS members

13. Following RACS member and DG feedback on the first draft, Imam ^{s47F} has updated Islamic guidance on the growing of beards by Islamic members in the ADF (Enclosure 6) ADFCC will take this guidance and place into supporting ESP document.

Resolved: RACS members and DGs endorsed Imam ^{s47F} proposal concerning the wearing of beards in the ADF for Islamic members.

14. Imam ^{s47F} advised that he will developing Islamic guidance concerning alcohol and fasting for ADF members.

Resolved: Imam ^{s47F} to provide draft Islamic guidance on alcohol and fasting for ADF members by Mar 2021.

15. A repository of Faith Group advice from RACS members should be developed and be accessible.

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Resolved: RACS SO Operations is to develop an accessible repository for Faith Group advice from RACS members.

RACS Metrics review

16. The RACS sought that the current Metrics be revised as reporting requirements that demonstrate RACS capability. These will be progressed when LTCOL ^{s47E(c)} [REDACTED] is available in Nov 2020.

Resolved: Rev ^{s47F} [REDACTED] to lead the revision of RACS metrics when LTCOL ^{s47E(c)} [REDACTED] is available to provide staff support.

Professional supervision of ADF Chaplains

17. Chair ADFCC provided an update on pastoral supervision of ADF Chaplains. Pastoral Supervision will be mandatory for all three Service Chaplaincies

18. For SERCAT 6/7 and SERVOP C, Chaplains are to arrange and participate in five sessions per annum with a pastoral supervisor from outside the organisation, who is professionally trained and registered with a recognised professional body. Funding will be met through various models listed below.

19. SERCAT 3/5 Chaplains serving less than 150 days are to meet the professional supervision requirements of their sending faith group and full time employer utilising faith group funding.

20. Funding consideration, due to providing best care to ADF members with their families, will be given for SERCAT 3/5 Chaplains who render 150 service per annum and who are not part of a faith group community and who do not receive funding.

21. There will no Tri-Service Policy due to funding and single Service policy arrangements.

22. For Air Force, the pastoral supervisor must be professionally qualified to conduct the supervision and come from outside Defence.

[REDACTED]

23. Navy is utilising one of its own professionally qualified chaplains or the option to have an external supervisor when COVID-19 precludes the services of the designated RAN Chaplain.

24. Army are considering whether the pastoral supervisor can be a part time defence member outside of the chain of command.

25. Funding models, in order of preference are:

- a. Faith group where and when normally provided
- b. Posted unit annual budget
- c. COORD Chaplain annual budget
- d. DGCHAP annual budget, providing s47E(d) per session.

26. The matter of consistency of terminology was raised, given the frequent interchange of descriptors 'professional supervision' and pastoral supervision in this context. Some members expressed a preference for "professional" given its application to multi-faith chaplaincy.

Resolved: ADFCC to develop further pastoral supervision concepts by Dec 2020 RACS meeting.

27. The Chair expressed appreciation to the DGCHAPs on behalf of RACS for this important initiative in enabling the personal and professional wellbeing of Chaplains.

RACS member travel

28. The CDF / SEC Joint Directive 12/2020 COVID-19: Defence Travel Restrictions still applies. The current RACS travel budget is s47E(d) Due to COVID 19, RACS members have not travelled this FY. RACS members can commence local travel for pastoral care, recruiting etc however interstate travel is unlikely to occur before Feb 2021.

Chaplains Retreats

29. The RACS Chair raised a concern mentioned in both the DGCHAP-A and DGCHAP-AF reports concerning the slow initial take up of chaplains arranging alternative retreat

~~RACS-IN-CONFIDENCE~~

activities following the cancellation of the annual denominational retreats due to COVID restrictions.

30. The DGCHAPs sought relevant RACS members' support and encouragement in this matter with their chaplains. The DGs advised that the take up has substantially improved since the release of their reports. As previously announced, funding is available for all full time chaplains. The base amount for chaplain's retreats is s47E(d) however; this can be increased up to s47E(d) through requests to DGCHAPs.

31. The Chair expressed RACS' deep appreciation to the DGCHAPs for this initiative in providing funding for the on-going spiritual and pastoral care of their chaplains.

ITEM 9 – NOMINATION OF CHAPLAINS

32. The following Chaplains were nominated and subsequently approved by the Committee:

- a. Rev'd s47E(c) Army Reserve (Anglican)
- b. Rev'd s47E(c) Army Reserve (Anglican)
- c. Rev'd s47E(c) Army Permanent (Anglican)
- d. Pastor s47E(c) Navy Permanent (Seventh-Day Adventist)
- e. Pastor s47E(c) Army Reserve (Seventh Day Adventist)

ITEM 10 – NEXT MEETING

33. The next meeting RACS zoom meeting date is proposed for 1300-1600 03 Dec 2020.

ITEM 11 - CLOSURE

34. The Chair closed the meeting at 1530.

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s47F

**Monsignor
Chair**

02 Nov 2020

s22

s47E(c)

**LTCOL
Secretary**

02 Nov 2020

~~RACS IN CONFIDENCE~~

Enclosures

1. RACS Chair reflection
2. Navy report
3. Army report
4. Air Force report
5. ADFCC report
6. RACS endorsed Islamic guidance for wearing of beards

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RELIGIOUS ADVISORY COMMITTEE TO THE SERVICES
DEFENCE PEOPLE GROUP

s47E(c) Department of Defence, CANBERRA ACT 2600

RACS MEETING USING ZOOM CONFERENCING 03 DEC 2020

ITEM 1 - OPENING

1. The meeting commenced at 1400 at the conclusion of HPC's conference with the RACS at 1300. The Chair opened the meeting by reflecting on s47F article titled, *The Global Pandemic: Fighting anxiety and isolation the Sikh Way* published in the 2020 Australian Army Chaplaincy Journal.

ITEM 2 - WELCOME

2. The Chair welcomed those in attendance.

Present:

Reverend Monsignor s47F	Chair (RC)
The Right Reverend s47F	(ANG)
The Reverend s47F	(APCCB)
The Reverend s47F	(APCCB)
The Venerable s47F	(Buddhist)
Mr s47F	(Hindu)
Imam s47F	(Islam)
Rabbi s47F	(Jewry)
The Reverend s47F	(Pres)
s47F	(Sikh)
The Reverend s47F	(UCA)
PCHA Collin Acton	DGCHAP-N

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PRINCHAP Darren Jaensch	DGCHAP-A
PAC Mark Willis	DGCHAP-AF
LTCOL s47E(c)	SO Ops
SQNLDR s47E(c)	SO Rec
CAPT s47E(c)	Secretary

Apologies

SCHA s47E(c)

ITEM 3 - AGENDA

3. The agenda as proposed was carried.

ITEM 4 - MINUTES CONFIRMED

4. Minutes of the meeting held 15 Oct 2020 were proposed by Rev'd s47F and seconded by Bishop s47F being an accurate record of the meeting.

ITEM 5 - CORRESPONDENCE

5. RACS outwards correspondence from 15 Oct 2020 to 02 Dec 2020 is listed below for record but not tabled at the meeting:

- a. Bishop s47F email to Secretary of Department of Veterans Affairs s47F of 5 Nov 2020
- b. RACS Chair email responses to SO HPC concerning Greek Orthodox letter to CDF of 30 Oct 2020 and 02 Nov 2020
- c. RACS Chair email to DGCHAP-N on RACS Chair noting brief on establishment of multi – faith spaces of 10 Nov 2020
- d. RACS Chair email to BRIG Stothart DG Joint Transition Authority of 11 Nov 2020
- e. SO RACS Operations email to Mrs s47F concerning the new RACS remuneration payment system of 12 Nov 2020

- [REDACTED]
- f. RACS members letters to Faith Groups concerning outcomes of IGADF Afghanistan Inquiry (dates various 19 Nov – 25 Nov 2020)
 - g. SO RACS Operations email to SO HPC requesting permission for in person RACS meeting in Canberra of 16 Nov 2020
 - h. The Right Reverend ^{s47F} [REDACTED] email to DGCHAP-A of 21/11/20 RE: NB for CA - Army Chaplaincy Governance and Faith Group Representation
6. RACS Inwards correspondence from 15 Oct 2020 to 02 Dec 2020 is listed below for record but not tabled at the meeting:
- a. Directorate of Workforce Information email on ADF Religious Affiliation of 26 Oct 2020
 - b. SQNLDR ^{s47E(c)} [REDACTED] expression of interest for SO RACS Recruiting Support of 27 Oct 2020
 - c. SO HPC email to RACS Chair advising that HPC will be signing off on all RACS members diaries of 28 Oct 2020
 - d. SO HPC email to RACS Chair concerning Greek Orthodox letter to CDF of 29 Oct 2020
 - e. ^{s47F} [REDACTED] email to RACS members and DGs on proposed recruit pathway for Buddhist chaplain candidates of 02 Nov 2020
 - f. DGCHAP-A email to RACS Chair concerning 2020 Australian Army Chaplaincy Journal of 03 Nov 2020
 - g. Imam ^{s47F} [REDACTED] email to LTCOL ^{s47E(c)} [REDACTED] on Islamic multi faith requirements of 04 Nov 2020
 - h. MAJ ^{s47E(c)} [REDACTED] email to Imam ^{s47F} [REDACTED] concerning prayer room at Canungra of 04 Nov 2020
 - i. DGCHAP-A email to RACS Chair covering draft Noting Brief for CA on Army Chaplaincy Governance Faith Group representation of 06 Nov 2020
 - j. ^{s47F} [REDACTED] email to RACS Chair on Sikh religious attire of 06 Nov 2020

~~RACS IN CONFIDENCE~~

- k. JSG Reserves request to SO RACS Operations for reserve support bids of 11 Nov 2020
- l. SO HPC email to RACS Chair advising that Dec RACS meeting will be virtual, not in Canberra of 18 Nov 2020

ITEM 6 – BUSINESS ARISING

- 7. The following are items of business arising from Items 6 and 8 of the RACS meeting on 15 Oct 2020:
 - a. Para 7c – IGADF Afghanistan Inquiry – RACS members have distributed letters to their Faith Groups incorporating CDF’s comments and welfare information. A template of this letter has subsequently been distributed to the DGs.
 - b. Para 9 – RACS Review Transition Plan. The RACS chair has advised HPC that the action items that were to be completed by the end of September 2020 have been finalised. The action items to be completed by December 2020 have been prioritised and will be developed further from January 2021.
 - c. Para 10 – The RACS Chair provided a noting brief on multi faith spaces to DGCHAP-N on 10 Nov 2020. DGCHAP-N advised that he has provided a copy of this brief to the Navy Diversity Committee.
 - d. Para 14 – Islamic advice on alcohol and fasting in the ADF is carried over to the Mar 21 RACS meeting.
 - e. Para 15 – SO RACS Operations has developed an accessible repository for Faith Group advice for RACS members on objective. SO RACS Operations is to provide an objective link to DG CHAPs and distribute this repository to RACS members.
 - f. Para 16 – RACS Metrics review, referred over to General Business 8d
 - g. Para 26 – Pastoral supervision concepts, referred over to General Business 8a

~~RACS-**IN-CONFIDENCE**~~

ITEM 7 - REPORTS.

8. The following reports were tabled although not spoken to in detail due to the videoconferencing platform:

- a. Navy (Enclosure One)
- b. Army (Enclosure Two)
- c. Air Force (Enclosure Three)
- d. ADFCC (Enclosure Four)

ITEM 8 – GENERAL BUSINESS

Pastoral supervision concepts

9. Following the October RACS meeting, DG CHAPs and RACS members provided updates on how the services and Faith Groups were implementing the provision of pastoral supervision. It was agreed that in the long term there should be a Tri Service approach to the delivery of this pastoral care support for Chaplains.

RACS members were encouraged by DGCHAP-AF to notify their chaplains of the requirement to undertake pastoral supervision.

Recruiting Pathways for ADF Chaplains

10. DG CHAPs and RACS members were provided with an opportunity to comment on their understanding of their Faith Group recruiting pathways. From this discussion it was apparent that Christian pathways for the recruiting of chaplains are well established and readily understood. A concern was expressed that other Faith Group recruiting pathways are less mature and require further development to assist in providing clarity to key stakeholders, including DFR.

Resolved: A recruiting pathways meeting is to occur in person in March 2021.

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RACS member travel

11. CDF/SEC Joint Directive 12/2020 COVID-19: Defence Travel Restrictions still applies. The current RACS travel budget is \$114k. Due to COVID 19, RACS members have not travelled this FY. RACS members have commenced local travel for pastoral care, recruiting etc. It is likely that interstate travel will recommence in early 2021. Chair RACS has discussed travel with HPC. If the COVID situation remains benign the next RACS meeting will be in Canberra and RACS members can travel interstate in 2021.

RACS Metrics review

12. A RACS sub committee convened on 01 Dec 2020 to discuss modifying the RACS metrics. Rev'd s47F advised that a modified version of the RACS metrics will be distributed to RACS members for comment prior to the March RACS meeting. Additionally the RACS role charter will need to be reviewed.

ITEM 9 – VALADICTIONARIES

13. An opportunity was provided to RACS members and DG CHAPs to show their appreciation to Rev s47F and DG CHAP Navy, Collin Acton for their years of service to Defence and for their contributions to RACS.

ITEM 10 – NOMINATION OF CHAPLAINS

14. The following Chaplains were nominated and subsequently approved by the Committee:

- a. Rev'd s47E(c) Army Reserve (Anglican)
- b. Rev'd s47E(c) RAAF (Uniting)
- c. Pastor s47E(c) Army Reserve (Churches of Christ)
- d. s47E(c) Army Undergraduate In-service training 2021 (Anglican)
- e. s47E(c) Army Undergraduate In-service training 2021 (Anglican)

~~IN CONFIDENCE~~

- f. s47E(c) Navy Undergraduate In-service training 2021 (Anglican)
- g. s47E(c) Army Undergraduate In-service training 2021 (Uniting)

ITEM 11 – ARRANGEMENTS FOR THE NEXT MEETING

15. The next RACS meeting date is proposed for early March 2021 in Canberra.

ITEM 12 – EXPRESSION OF THANKS AND CLOSURE OF MEETING

16. The Chair offered his thanks to RACS members and DG CHAPs in what has been a busy, productive and challenging year. The meeting was closed at 1625.

s22
[Redacted]

s47F
[Redacted]
**Monsignor
Chair**

16 Dec 2020

s22
[Redacted]

s47E(c)
[Redacted]
**CAPT
Secretary**

16 Dec 2020

Enclosures

- 1. Navy report
- 2. Army report
- 3. Air Force report
- 4. ADFCC report