

TRG

854/99
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Royal Australian Artillery
Chau Pha Lines
Lavarack Barracks
TOWNSVILLE QLD 4813



2/p April 1999

See Distribution

EXERCISE TASMAN EXCHANGE 99 – GENERAL INSTRUCTION

References:

- A. LHQ TRG OU 1796/99 dated 19 Apr 99 (Mounting Instruction)
- B. HQJMOVGP 441/99 of 202350ZAPR99 (MOVINST)
- C. s22 [REDACTED]
- D. DI(A) Admin 23-2
- E. INDMAN 2802
- F. 4 Fd Regt Standing Orders

1. Exercise TASMAN EXCHANGE 99 (TE99) is a reciprocal sub-unit exchange between 4 Fd Regt RAA and s22 [REDACTED] RNZA in the period 5 May – 4 Jun 99. The aim of TE99 is to further interoperability between the armies of Australia and New Zealand.

2. **Aim.** The aim of this instruction is to detail 4 Fd Regt aspects of operational and administrative arrangements for TE99.

3. **Objectives.** The Australian exercise objectives are IAW Reference A.

Operational Matters

4. **Correspondence.** All correspondence related to TE99 is to be prefixed with the title Ex TASMAN EXCHANGE 99.

5. **Security Grading.** The security grading for TE99 is UNCLAS.

6. **Contingent Details.** The contingents are to consist of:

- a. Australian contingent: 120 personnel based on 108 Fd Bty, 4 Fd Regt RAA. BC 108 Fd Bty is to negotiate attachments from HQ and 107 Fd Btys with respective BCs. External attachments are to be negotiated through CO 4 Fd Regt.

b. NZ contingent: s22 RNZA.

7. **Exercise Hosts.** s22
s22, NZ. The Australian contingent will be hosted by s22

8. **Program.** The outline program is as described in References A and B. BC 108 Fd Bty is to develop the detailed program for 108 Fd Bty in consultation with CO 16 Fd Regt. s22
s22 Both programs are to be presented to CO 4 Fd Regt for concurrence prior to commencement of the exchange.

9. **Exercises.**

a. BC 108 Fd Bty is to:

- (1) develop instructions including risk analyses for 108 Fd Bty activities in NZ, including LFX and adventurous training, prior to deployment to NZ;
- (2) ensure that all NZ range and other safety requirements are met; and
- (3) ensure that all 108 Fd Bty personnel are trained and qualified on NZ equipment prior to the LFX, and adequately prepared for adventurous training and other activities.

s22



11. **PR.** BC 108 Fd Bty is to coordinate PR and publicity for 108 Fd Bty in NZ. SO2 PR, DCSC-NQ and a photographer will marry up with 108 Fd Bty in the period 8-16 May. s22
s22
s22

12. **Reports.** BC 108 Fd Bty is to prepare a signal PAR by 7 Jun 99, and a written PAR by 15 Jun 99. Both reports are to be IAW Reference A, and are to be released by CO 4 Fd Regt.

13. **Incident Reports.** BC 108 Fd Bty is to report any incidents in NZ IAW Reference A. s22

Financial Matters

14. BC 108 Fd Bty is to:

- a. ensure payment of Overseas Equipment Allowance (OEA) and Overseas Short Term Duty Travelling Allowance (OSTDTA) to all Australian contingent members prior to deployment;
- b. ensure all Australian contingent members receive field allowance at the appropriate rate;
- c. ensure that pay in advance is arranged IAW Reference A for those Australian contingent members who require it;
- d. draw, expend and account for Entertainment Allowance IAW Reference A.;
- e. draw, expend and account for a Contingency Fund IAW Reference A; and
- f. ensure that appropriate advice is given to all Australian contingent members with respect to pay, allowances, currency exchange and any other financial matter.

15. s22

16. **Compensation.** Australian contingent members will be covered for personal injury under the Commonwealth Employees' Rehabilitation and Compensation Act 1988 as amended by the Military Compensation Act 1994. Compensation for loss or damage to clothing and personal effects is described in References E and F.

17. **Insurance.** JMCO Townsville has been requested to arrange bulk insurance coverage on the baggage and personal effects of the Australian contingent. BC 108 Fd Bty is to:

- a. contact JMCO Townsville, and provide any action or information required, and

- b. counsel living in soldiers with respect to the advisability of taking insurance on living in room contents.

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Administration

21. Medical and Dental Fitness.

- a. BC 108 Fd Bty is to ensure that:
- (1) all Australian contingent members are Medical Class 1 and at least Dental Class 2, and advise the medical and dental status of contingent members to 2IC 4 Fd Regt prior to departure.
 - (2) all Australian contingent members have an Overseas Medical Board and a pre-deployment medical check within seven days of deployment (TBC), and have had a dental examination within six months of deployment.
 - (3) Australian contingent members observe preventative measures to avoid injury and illness from NZ climatic conditions.
 - (4) Australian contingent members are briefed on health aspects of Service in NZ, including acclimatisation, STD, personal hygiene, and food and water precautions.
 - (5) personnel with spectacles deploy with two pairs and their current prescription;
 - (6) a health plan is developed for the deployment IAW Reference A; and
 - (7) all Australian contingent members are given a briefing on drug abuse IAW Annex D to Reference A, and that any incidents of drug abuse involving Australian contingent members are reported.

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23. **Passports and Visas.** Members of the Australian contingent do not require Official Passports or Visas for entry to NZ or return to Australia. BC 108 Fd Bty is to ensure that a contingent movement order is available for perusal by immigration authorities at the ports of arrival and departure. In addition, each member is to be prepared to produce his ID card and aircraft passenger card.

24. **ID Cards/Discs.** Members of both contingents are to carry current ID cards and wear ID discs at all times.

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28. **Leave.**

- a. BC 108 Fd Bty is to ensure that leave arrangements for Australian contingent members are IAW Reference A. In particular, he is to ensure that a copy of INDMAN 2603 (dealing with Compassionate Leave) is taken to NZ. Costs associated with personal leave are an individual responsibility.

b. s22


29. **Compassionate Travel.** BC 108 Fd Bty is to ensure that Compassionate Travel is granted only IAW INDMAN 1609 and Reference A.

30. **Welfare.**

a. BC 108 Fd Bty is to:

- (1) ensure that members of the Australian contingent complete family registration forms IAW 4 Fd Regt SOP prior to deployment;
- (2) provide a briefing on welfare agencies and 4 Fd Regt points of contact to members' dependants prior to deployment; and
- (3) remind Australian contingent members and their dependants that flight delays regularly occur with military aircraft, and that crucial personal commitments should not be planned for soon after the programmed redeployment time.

b. CCLK 4 Fd Regt is appointed the Family Support Officer for TE99, and is the unit's first point of contact for all welfare matters associated with the exercise. He is to comply with the provisions of Reference F, including producing the unit welfare support plan, and consult with 2IC 4 Fd Regt on matters which pertain to welfare support.

31. **Quarantine and Customs.** BC 108 Fd Bty is to brief all members of the Australian contingent on current Australian Quarantine Inspection Service (AQIS) and Australian Customs Service (ACS) regulations and requirements prior to departure. He is to consult with JMCO Townsville for advice and briefing details. Disciplinary action is to be taken against members failing to comply with AQIS or ACS regulations.

32. **Religion.** BC 108 Fd Bty is to arrange chaplaincy support for the Australian contingent through CO 16 Fd Regt. s22

33. **Documentation.** BC 108 Fd Bty is to provide ADJT 4 Fd Regt with a contingent nominal roll in the format advised in Reference A by 28 Apr 99. ADJT 4 Fd Regt is to distribute the nominal roll to the agencies listed in Reference A by 30 Apr 99. Medical and dental records for the Australian contingent are not to be taken to NZ. Army driving licences are to be taken if held.

34. **Legal and Discipline.** BC 108 Fd Bty is to ensure that all members of the Australian contingent have a satisfactory conduct record. Detailed legal and discipline matters are described in Annex E to Reference A.

Logistic Matters

35. **Personal Clothing and Equipment.** The Australian contingent is to deploy with Marching Order less weapons and helmets. Each member may take an echelon bag and a suit carrier. BC 108 Fd Bty is to specify detailed personal equipment requirements. Members are to wear DPCU for international travel, and at all times whilst on duty in NZ. Neat civilian clothing is to be worn on local leave.

37. **Dangerous Goods.** BC 108 Fd Bty is to ensure that appropriate waivers are secured for carriage of DG on Service aircraft IAW Reference A. BSM HQ Bty 4 Fd Regt, as the unit UEO, is to provide advice and assistance as required.

38. Stores and Equipment.

a. BC 108 Fd Bty is to:

- (1) ensure that appropriate preparations are made for handover of 108 Fd Bty equipment to §22 [REDACTED];
- (2) liaise with RQMS 4 Fd Regt to ensure that preparations comply with 4 Fd Regt requirements;
- (3) ensure that appropriate accounting action occurs in NZ for all NZ equipment issued to the Australian contingent.

b. RQMS 4 Fd Regt is to:

- (1) liaise with BC 108 Fd Bty and ensure that 108 Fd Bty preparations for deployment are IAW 4 Fd Regt requirements;
- (2) provide 4 Fd Regt Q staff to conduct issue and receipt of 108 Fd Bty stores and equipment to §22 [REDACTED];
- (3) nominate a Q point of contact to provide advice and assistance to BC §22 [REDACTED].

c. 2IC 4 Fd Regt is to supervise arrangements for issue and receipt of all 108 Fd Bty stores and equipment.

39. **Loss and Damage.** Loss and damage of NZ equipment by members of the Australian contingent is to be reported and actioned IAW §22 [REDACTED] RNZA Standing Orders. §22 [REDACTED]
§22 [REDACTED]

40. **Movement.** Movement arrangements are to be IAW References A and B.

- a. BC 108 Fd Bty is to:
- (1) liaise with JMCO Townsville to ensure that all requirements of the Australian contingent are met; and
 - (2) appoint a contingent UEO, who is to implement movement preparations for the Australian contingent.
- b. BSM HQ Bty 4 Fd Regt is to:
- (1) supervise the preparation of the Australian contingent IAW current DI(A) instructions, with particular reference to DG provisions;
 - (2) through Ops Cell 4 Fd Regt, establish contact with GL and JMCO staff, including submission of confirming task details for RAAF support to the exercise;
 - (3) provide advice and assistance to ^{s22} [REDACTED] on aircraft loading requirements and contingent preparation for redeployment of RAAF aircraft; and
 - (4) serve as the 4 Fd Regt point of contact for all movement matters.

41. **Investigations.** Investigations relating to TE99 are to be finalised prior to departure from the exercise, if possible.

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M.P. CRANE
Lieutenant Colonel
Commanding Officer

Distribution:

List B
CCLK

For Information:

HQ 3 Bde (for BM)
DJFHQ (for J7/J9)
LHQ (for G731 Comd)
JMCO Townsville
DCSC-NQ

s22

