

**Statement detailing Staff and Cadet Involvement in  
3WG AAFC -01/13 Promotion Course at RAAF Base Wagga in January 2013**

**Introduction**

1. The 3 Wing Australian Air Force Cadets (AAFC) conducted 01/13 Promotion Camp at RAAF Base Wagga Over the period 06<sup>th</sup> – 27<sup>th</sup> Jan 13.

**Details of Promotion Course Induction Briefing**

2. As part of this Course Induction Brief, Mandatory Behaviour Policy Training was conducted on 08<sup>th</sup> Jan 13 and 12<sup>th</sup> January 2013 by SQNLDR (AAFC) Doug De Cean, LAC (AAFC) Adams was present at both presentations and CWOFF CJE **REDACTED** was present at the presentation given on the 12<sup>th</sup> January as she arrive later in the camp, with the Senior and Junior cadets. This Brief included explicit guidance that “Unacceptable Sexual Behaviour” was not tolerated at camp and the following points were discussed as part of the presentation.

Unwelcome sexual advances  
Unwelcome request for sexual favours  
Unwelcome conduct of a sexual nature  
A reasonable person would be offended  
Bullying Putting down or ridiculing  
STOP STOP STOP

**Duty Statement for Drill Executive Instructor (DEI) - LAC (AAFC) Christopher Adams**

<b>Position Title</b>	Drill Executive Instructor
<b>01/13 Promotion Course Incumbent</b>	LAC (AAFC ) Christopher Adams
<b>Level of Position</b>	Executive Member of the Camp Management Team
<b>Supervisors Position</b>	Detachment Commander
<b>Supervisor on 01/13 Promotion Course</b>	SQNLDR (AAFC) Doug De Cean
<b>Essential Experience or Training Required</b>	Drill Instructor for each level of course delivered by the AAFC. Mentored by Detachment Executive Instructor at a previous detachment. Assessment feedback that would encourage further development of the individual into the actual role
<b>Desired Experience or Training Recommended</b>	SQN/DET WOFF course as outlined in Part 6 of the MoGT. Page 6.1.8. AAFC Leadership Training Program
<b>General Position Duties</b>	The DETWOFF is responsible to SOGT (through the CI and DETCDR) for ensuring the welfare, morale and behaviour of a detachment is maintained IAW AAFC

	<p>POLMAN and GTWAAFC processes.</p> <p>Management of all Course Drill Instructors on detachment as well as management of the morning parades and subsequent drill instruction sessions during the camp</p> <p>Act as OIC of Cadet Accommodation, including inspection of Cadet Barracks.</p> <p>Act as OIC of Staff Accommodation including inspection of Staffairman barracks.</p> <p>Final Parade management.</p>
<b>Secondary Position Duties</b>	

**Duty Statement for Cadet Secondary Instructor (SI) - CWOFF CJE**

REDACTED

<b>Position Title</b>	Cadet Secondary Instructor
<b>01/13 Promotion Course Incumbent</b>	CWOFF CJE
<b>Level of Position</b>	Member of the detachment training team
<b>Supervisors Position</b>	Course Commander Juniors Course and Detachment Executive Instructor
<b>Supervisor on 01/13 Promotion Course</b>	PLTOF(AAFC) Michelle Fisher/ LAC Chris Adams
<b>Essential Experience or Training Required</b>	Have completed all training to the level of CWOFF AAFC or CUO AAFC
<b>Desired Experience or Training Recommended</b>	Juniors course instructors on previous detachment.
<b>General Position Duties</b>	Delivery of theory training in specific subject area to juniors course participants through the Course Commander. Delivery of drill instruction on the parade ground each morning General supervision and management of own course participants ensuring the welfare, morale and behaviour of a course is maintained
<b>Secondary Position Duties</b>	<ul style="list-style-type: none"> <li>- Procure Course Shirts</li> <li>- Procure Course Trophies</li> <li>- Facilitate Dry Cleaning of Cadet Uniforms</li> <li>- Final parade duties</li> </ul>

**Details of Professional Relationship between the Drill Executive Instructor and a Secondary Instructor**

4. During the 01/13 Promotion Camp LAC (AAFC) Adams was not the direct supervisor of CWOFF CJE . While on course it is normal that AAFC Adult Staff such as LAC (AAFC) Adams would interact with Cadet Instructors on occasion. This was the case between LAC (AAFC) Adams with CWOFF CJE on 01/13 Promotion Course. An example of this was CWOFF CJE was involved with parade ground duties first thing each morning and therefore directly responsible to LAC (AAFC) Adams during this time. LAC (AAFC) Adams used this opportunity for the development CWOFF CJE 's drill instruction techniques and to observe her parade ground management skills.

5. When undertaking other secondary duties on the promotion course, CWOFF CJE was required to interact with LAC (AAFC) Adams. These secondary duties included the obtaining of course shirts, dry cleaning of cadet uniforms and the preparation of trophies and other awards relating to the camp.

**Conclusion**

6. The above information outlines the expectations of staff and cadets while fulfilling specific roles on AAFC Promotion Camps.



**Doug DeCean**  
Flight Lieutenant (AAFC)  
3 Wing HQ

Ph: **REDACTED**

Jul 13