



AUSTRALIAN AIR FORCE CADETS 3WING HEADQUARTERS

P O Box 97, Lidcombe, NSW 1825 Tel: 02 8745 7666 (Tues 6pm- 10pm only). Fax: 02 8745 7660

STAFF-IN-CONFIDENCE

OC3WGAAFC 1201/2010/Adams

SQNLDR(AAFC) D. Banfield

For Information

SOGT 3WG

CO 308SQN

CO 302SQN

TERMS OF REFERENCE FOR THE CONDUCT OF AN INVESTIGATION INTO THE ACTIONS OF LAC(AAFC) ADAMS.

References:

A. IAR dated 14 Jun 13

B. Interim POLMAN AAP 5110.001 Part 2 Chapters 7 & 10

1. Reference A is an Initial Assessment Report (IAR) regarding a complaint that alleges LAC(AAFC) Christopher ADAMS, 308SQN had sexual relations with two female cadets at the January Promotion Course, held at RAAF Wagga earlier this year.
2. You are hereby appointed to conduct an investigation, in accordance with Reference B, and to determine if there is sufficient evidence to support the following issues raised in Reference A.
 - a) Did LAC(AAFC) Adams have an inappropriate relationship with CWOFF ^{CJE} CJE
 - b) Did LAC(AAFC) Adams have any other inappropriate relationship with cadets at the January Promotion Course held at RAAF Wagga.
3. You are to be assisted by SQNLDR(AAFC) Sharon O'Donnell, SOGT 3WG in conducting this investigation.

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4. If you believe it is necessary to travel to conduct interviews, 3WG will arrange travel and accommodation for you. You are required to provide a travel request through the 3WG BM to AFLO who will arrange the travel through the AFLO Office.
5. In the course of this investigation I expect you to collect relevant data, conduct interviews, hold on-going discussions and prepare documents. The following actions and timelines are suggested, noting that a number of actions will occur concurrently:
 - a) Acceptance of the TOR's (21 Jun 13)
 - b) Meetings and consultation with identified personnel (24 Jun 13 – 7 Jul 13)
 - c) Development of draft documentation (08 Jul 13 – 14 Jul 13)
 - d) Submission of final reports (15 Jul 13)
6. You are to keep me informed of the progress on a regular basis and advise me immediately if any of the proposed timelines cannot be achieved.
7. LAC(AAFC) Adams has been suspended until the completion of this investigation.



J.W. LAYCOCK
Wing Commander (AAFC)
Officer Commanding 3 Wing
Australian Air Force Cadets

15 Jun 13

STAFF-IN-CONFIDENCE