



314SQNAAFCA NEWSLETTER 1/17

Activities

1. Cadets should check the Activity Calendar in CadetOne (C1) regularly for upcoming activities, and nominate early.
 - a. The **National Servicemen's Memorial Service** (Activity 40703) will be held at Flagstaff Hill, Wollongong on 11 Feb 17. The joining instruction is available for download from the Activity Approval record (OA86) in C1.

Consent Forms

2. For any AAFC activity except Tuesday evening training parades, cadets are required to bring **TWO completed** Consent Forms. Cadets can print the consent form from C1, with many of the fields already filled in, after their nomination for the activity has been accepted.
3. Initials are required in up to nine places (labelled “Its” or “Initial”), and the form must be signed by the parent/guardian and a witness. AAFC staff will **NOT** sign the witness section of the form unless they have actually witnessed the parent/guardian signing the form.

Congratulations

4. 314 Squadron congratulates **GPCAPT(AAFC) Dorward** on his appointment as Commander – AAFC, WEF 12 Dec 16.
5. 314 Squadron congratulates **CUO Donald, CUO Faulkner, CUO McIntyre, CFSGT James-Greening, CSGT Fury and CCPL Adams**, who were promoted WEF 01 Feb 17.
6. 314 Squadron welcomes **CDT Huynh**, who has recently left T.S. Albatross, Australian Navy Cadets and was enrolled in 314 Squadron WEF 01 Feb 17.

Recruiting

7. Preparation for 314 Squadron's next intake of new cadets is in progress. If you know of any prospective cadets, please direct them to the SQN web site (<http://314sqn.aafc.org.au/join>).

Orders, Instructions and Publications

8. All members and their parents/guardians should familiarise themselves with the **Squadron Standard Operating Procedures (SQN SOP)**, which are available for download from the SQN web site (<http://314sqn.aafc.org.au/sop>) and for viewing on the SQN notice board.

9. GPCAPT(AAFC) Dorward, CDR-AAFC, released a welcome message on 02 Jan 17. It is available for download from the Information Circular page of the AAFC Intranet (<https://members.cadetnet.gov.au/aafc/Lists/Announcements>) and a copy is available for viewing in the admin office.

10. **HQAAFC POR 10/16** was released on 02 Nov 16, **HQAAFC POR 11/16** was released on 26 Nov 16, **HQAAFC POR 12/16** was released on 05 Dec 16, **HQAAFC POR 13/16** (Christmas Message - Commander AAFC) was released on 09 Dec 16 and **HQAAFC POR 14/16** was released on 22 Dec 16. They are available for download from the Information Circular page of the AAFC Intranet.

11. The AAFC's **2020 Development Plan** was updated on 03 Nov 16. It is available for download from the AAFC Intranet (<https://members.cadetnet.gov.au/aafc/HQAAFC/SitePages/2020DevelopmentPlan.aspx>).

Administration

12. **SN contributions** for the 2017 training year are \$80.00. Payment should be made to the FINO ASAP.

a. Any member whose family is experiencing financial difficulty is encouraged to have their parent/guardian contact the undersigned.

13. **C-LOG** should be used by cadets to request uniform issue or exchange. A cadet who has entered an exchange request in C-LOG should bring the old item to parade so it can be exchanged for the new item, otherwise the Squadron Supply Officer may refuse to process the exchange.

14. **Reminder:** Cadets who arrive before the building is open should have their parent/guardian wait with them until an AAFC staff member has arrived and the building has been opened. This is to ensure their safety.

15. **Reminder:** Only those cadets who have provided written approval from their parent/guardian to drive to and from squadron activities, and had that approval accepted by the CO, may do so; and only those cadets who have provided written approval from their parent/guardian to travel to and from AAFC activities as a passenger in a car driven by a cadet, and had that approval accepted by the CO, may do so. Templates for recording parent/guardian approval can be downloaded from the Administration page of the SQN web site.



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