



Australian Defence Force
ADFWGA Wargaming Association (ADFWGA)

Administrative Instruction

ADFWGA/OUT/001-25

ADMINISTRATION INSTRUCTION: ANZAC Cup 2025 (12 – 13 Apr 25)

References:

- A. BQ12476834 COMD FORCOMD Directive 17/20 Developing the Military Professional in an Era of Accelerated Warfare: The Forces Command PME Plan 2020-2025
- B. BQ29508011 COMD FORCOMD Directive 01/22 Army Wargaming Plan 2021-2025

Introduction

1. The Australian Defence Force Wargaming Association (ADFWGA) will host ANZAC Cup 2025 (AC 25), a miniature wargaming event at the Australian Defence Force Academy (ADFA) over the period 12 – 13 Apr 25. The event will feature multiple gaming systems and gives members the opportunity to compete in a tabletop wargaming competition while supporting the association's chosen charity: Soldier On – Australia. Wargaming is a priority within Army; IAW Ref A, the ADFWGA supports the Information, Influence and Advocacy line of effort of the FORCOMD Professional Military Education (PME) plan. As noted in Ref B, ultimately wargaming in all forms, digital or analogue, professional or hobby, contributes to the ability of our people to tackle a broader range of more complex problems; it will contribute to Army's ability to be *Future Ready*. ADFWGA events are open to ADF personnel, ex-serving personnel and members of the public; this approach fosters stronger relationships with the local gaming communities and enables ex-serving personnel to maintain their connection to Defence post transition.

Aim

- 2. The aim of this instruction is to detail the administrative requirements for AC 25.

Location

- 3. AC 25 will take place at the ADFA gym (Building 112) located on General Bridges Road, Campbell, Canberra.

Timings

- 4. AC 25 will be conducted in three phases:
 - a. Preparation phase: 0800h Fri 11 Apr 25 until 0730h Sat 12 Apr 25

- b. Event phase: 0730h Sat 12 Apr 25 until 1600h Sun 13 Apr 25
- c. Pack up phase: 1600 – 1800h Sun 13 Apr 25.

Appointments

- 5. Appointments for the activity are as follows:
 - a. Officer Authorising Activity (OAA): LTCOL David Hill
 - b. Officer Planning Activity (OPA) / Officer Conducting Activity (OCA): SGT Adrian Moss
 - c. Activity 2IC / Safety Officer (SO): SGT Richard King
 - d. Assistant SO: LCPL Scott Livori

Responsibilities

- 6. **OAA.** The OAA is responsible for ensuring the activity is planned IAW this instruction and relevant policies and directions relating to Defence and the venue.
- 7. **OPA/OCA.** The OPA/OCA is responsible to the OAA for ensuring the activity is conducted as directed. This includes the setup, conduct and drawdown of the activity.
- 8. **2IC Activity.** The 2IC Activity is to assist the OPA/OCA in the running of the activity.
- 9. **SO.** The SO is to ensure that a safety brief is given to all participants prior to the start of each day's activities. Where the SO is unable to undertake these duties the Assistant SO is to assume these responsibilities.

General Duties

- 10. The OCA will request support from ADFWGA members to assist in the setting up and draw down of the activity.

Security

- 11. There will be one point of entry to the ADFA gym, being the front door on the ground level. AC 25 participants are not to access the other areas of the ADFA gym without first signing into the facility IAW normal Defence gym procedures.

Medical Plan

- 12. The procedure for a medical emergency is as follows:
 - a. Any casualties are to be given first aid immediately by the closest military member. A senior member in location is to assess the priority of the casualty, calling 000 if required.

- b. Pri 1 or 2 casualties will be referred to the Ambulance Service immediately via 000.
 - c. Pri 3 civilian casualties will be treated in location and referred to the Canberra Hospital, where required. As appropriate, Pri 3 casualties may still require the use of the Ambulance Service.
 - d. In the event of a Pri 1 or 2 casualty it is the responsibility of the SO to:
 - (1) direct a member to guide the ambulance to the location of the casualty
 - (2) ensure the CoC has been informed and a report logged IAW incident management processes as required.
 - e. Note that there are legal restrictions of ADF personnel providing medical care to civilians. ADF personnel are not authorised to provide care greater than Advanced First Aid or civilian equivalent first aid. ADF personnel are reminded to not delay the initiation of a 000 call in the event of a serious or very serious injury.
13. Relevant emergency numbers are as follows:
- a. Ambulance Service – 000, or from a barracks landline – 0000
 - b. Canberra Hospital – 5124 0000
 - c. SO – TBC

Photography

14. The OPA is to coordinate a photographer to support AC 25. The OCA is to confirm, during the event brief, if any participants do not want their photos taken. The OCA is to inform all participants that the photos taken during the event may be used on the ADFWGA website and Facebook page.

Risk Management

- 15. A completed a MRM RAS is at Annex B (TBI).
- 16. All participants are to comply with MRM RAS as detailed in Annex B. All non-compliance is to be reported to the OCA.
- 17. The SO is to prepare and conduct a safety brief to all participants prior to the conduct of the activity each day.
- 18. All appointees are to complete tasks and control movement of vehicles as directed in Annex B.

Finances

19. 2IC is to ensure all deposits, payments, invoices and sponsors are managed IAW the relevant policy.
20. Tickets for the activity are to be purchased by the individual participants. All funds and profits will be donated to Soldier-On Australia NLT 14 days post the event.
21. In order to meet the fundraising objective of AC 25; there will be a number of fundraising activities and raffles throughout the activity. Involvement in these events by participants is on a volunteer basis only; however, it is encouraged as it directly supports the key aim of supporting charity.

Travel, Meals and Incidentals

22. The ADFWGA is not allocated any funding from Defence to support the travel, meals or incidentals for ADF personnel travelling to attend AC 25. While Defence's travel resources are constrained, individuals are encouraged to seek funding support from their units to enable their participation in this wargaming PME opportunity (Ref A).
23. Any individuals that require assistance with drafting a Minute to support their attendance at AC 25 should contact the ADFWGA Committee; the primary POC for this is LCPL Scott Livori (scott.livori@defence.gov.au).

Accessibility and Service Animals

24. This event caters for those with mobility issues. The ADFA Gym contains disabled access points and ablutions. The event is also service/guide animal friendly. Any participant that requires a service animal is to inform OCA prior to registration. Participants are to ensure that they bring all the required equipment to care for and clean up after their animal. Participants are to have any official animal registration documents handy in the instance Base Security Staff require them.

Rations

25. All live-in personnel will have their meal ration maintained at respective messes during the conduct of the event.
26. The individual events hosted by AC 25 will ensure sufficient time within their schedule to allow players to get lunch. Majura Park Shopping Centre and Campbell Shops are the two closest locations for take-away food. The ADFWGA committee may provide drinks at the event.

Activity POC

27. Contact numbers for additional appointments are as follows:

- a. OCA (SGT Adrian Moss) – TBC
- b. ADFA Duty Officer – 02 6268 8574

AAR and PAR

- 29. An AAR is to occur NLT 30 Apr 25.
- 30. The PAR, if required, will be drafted by the OCA and submitted NLT 15 May 25.

Conclusion

31. Involvement in tabletop wargaming provides the opportunity for ADF personnel to employ tactics and decision-making skills taught throughout their training on a simulated battlefield. AC 25 will provide this opportunity while supporting FORCOMD's formal surge into wargaming initiative and the activities nominated charity, Soldier-On Australia. AC 25 will also expose ADFWGA members to the local gaming community fostering cohesion, generating potential future interactions and enhancing the ADF's reputation.

Dave Hill

D. HILL
LTCOL
OPA/ADFWGA Chairman

29 Jan 25

Annexes:

- A. AC 25 Event Timings
- B. AC 25 MRM (TBI)

Distribution

ADFWGA Secretary – SGT A. Moss
ADFWGA Committee Member – SGT M. Cantrell
ADFWGA Committee Member – SGT R. King
ADFWGA Committee Member – LCPL S. Livori
ADFWGA Committee Member – Mr Andrew Thompson
ADFWGA Members