



Australian Defence Force
ADFWGA Wargaming Association (ADFWGA)

Administrative Instruction

ADFWGA/OUT/BQ58795080

ADMINISTRATION INSTRUCTION TO ANZAC CUP 2024 (13-14 APR 24)

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 be hosting the ANZAC CUP 24 (AC 24), a miniature wargaming event at the Australian Defence Force Academy (ADFA) over the period 13 – 14 Apr 24. 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 Forces Command (FORCOMD); 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 24.

Location

- 3. AC 24 will take place at the ADFA gym located at 55 Tobruk Road, Canberra.

Timings

- 4. AC 24 will be conducted in three phases:
 - a. Preparation phase: 0800h Fri 12 Apr 24 until 0730h Sat 13 Apr 24
 - b. Event phase: 0730h Sat 13 Apr 24 until 1600h Sun 14 Apr 24

- c. Pack up phase: 1600 – 1800h Sun 14 Apr 24.

Appointments

- 5. Appointments for the activity are as follows:
 - a. Officer Authorising Activity (OAA) / Officer Conducting Activity (OCA): LTCOL David Hill
 - b. Officer Planning Activity (OPA) / Event 2IC: CAPT Tim Myers
 - c. Safety Officer – SGT Adrian Moss

Responsibilities

- 6. **Officer Conducting Activity.** The Officer Conducting Activity (OCA) is responsible for ensuring the activity is planned and conducted as directed. This includes the planning, conduct and drawdown of the activity.
- 7. **2IC Activity.** The 2IC Activity is to assist the OCA in the running of the activity.
- 8. **Safety Officer.** The Safety Officer (SO) is to ensure that a safety brief is given to all participants prior to the start of each day's activities. This is to include the assembly area COVID safe precautions.

General Duties

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

Security

- 10. The activity entry point for the activity will be the main entrance ADFA on Tobruk Road. The OPA is to ensure the route to the venue is sign posted.
- 11. There will be one point of entry to the ADFA Gym, being the front door. All participants will sign in on entry to the gym.

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. If required 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 on AIMS / Sentinel 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 AFA 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 – 0413 681 044

COVID-19 Precautions

14. SO is to ensure there is hand sanitizer at the entrance to the ADFA Gym and gaming area. All participants are to ensure they use the hand sanitizer. Disposable facemasks will be available from the Safety Officer for those people that would like one.

ADFWGA GM

15. AC 24 will also host the ADFWGA GM. The GM will be held at the venue on Sat 13 Apr 24 following the conclusion of the day's games. The ADFWGA Committee is responsible for releasing the AGM Agenda IAW the ADFWGA Constitution.

Photography

16. The OPA is to coordinate a photographer to support AC 24. The OPA is to confirm, during the event brief, if any participants do not want their photos taken. The OPA is to inform all participants that the photos taken during the event may be used on the ADFWGA website and Facebook page.

Risk Management

17. A completed a MRM RAS is at Annex B.

18. All participants are to comply with MRM RAS as detailed in Annex B. All non-compliance is to be reported to the OCA.

19. The SO is to prepare and conduct a safety brief to all participants prior to the conduct of the activity each day.

20. All appointees are to complete tasks and control movement of vehicles as directed in Annex B.

Finances

21. 2IC is to ensure all deposits, payments, invoices and sponsors are managed IAW the relevant policy.

22. Tickets for the activity are to be purchased by the individual participants. All funds and profits will be donated to Soldier-On Australia.

23. In order to meet the fundraising objective of AC 24; 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

24. The ADFWGA is not allocated any funding from Defence to support the travel, meals or incidentals for ADF personnel travelling to attend AC 24. 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).

Accessibility and Service Animals

25. 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

26. All live-in personnel will have their meal ration maintained at respective messes during the conduct of the event.

27. ADFWGA members and guests will be invited to participate in a BBQ where funds raised will go to the activity's charity.

Activity POC

28. Contact numbers for additional appointments are as follows:

- a. OCA (LTCOL Hill) – 0416 240 321
- b. ADFA Duty Officer – 02 6268 8574

AAR and PAR

29. An AAR is to occur NLT 20 Apr 24.

30. The PAR will be drafted by the OPA and submitted NLT 30 Apr 24.

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 24 will provide this opportunity while supporting FORCOMD's formal surge into wargaming initiative and the activities nominated charity, Soldier-On Australia. AC 24 will also expose ADFWGA members to the local gaming community fostering cohesion, generating potential future interactions and enhancing the ADF's reputation.

D. HILL

LTCOL

OAA/ADFWGA Chairman

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Dec 24

Annexes:

- A. AC 24 Event Timings
- B. AC 24 MRM (TBI)

Distribution

ADFWGA Vice Chair – CAPT T. Myers

ADFWGA Secretary – SGT A. Moss

ADFWGA Committee Member – SGT M. Cantrell

ADFWGA Committee Member – SGT R. King

ADFWGA Committee Member – LCPL S. Livori

ADFWGA Members

