



Acknowledgment – ADF Cadets Defence Vehicle Usage

Guidance for the completion of the acknowledgement

Who is permitted to complete the acknowledgement?

Only Officers or Instructors of Cadets and Defence Approved Helpers are permitted to use Defence road transport assets such as vehicles and trailers.

When is this acknowledgment to be used?

When a Defence vehicle is not available (e.g. due to competing tasks, funding priorities or remote locations), an Officer or Instructor of Cadets, or Defence Approved Helpers participating in an ADF Cadets approved activity is required to:

- √ drive a privately owned vehicle towing a Defence owned trailer;
- √ drive a privately owned vehicle towing a trailer rented or leased by Defence.

Are there circumstances where this acknowledgment cannot be used?

- ADF Cadets are not permitted to tow a privately owned trailer behind a Defence owned or Defence leased vehicle.

How do I complete this acknowledgment?

- The acknowledgment is to be resubmitted annually or as licence or insurance details change or expire.
- ADF Cadet Officers/Instructors/Defence Approved Helpers must provide information of their current drivers licence and comprehensive insurance policy. A copy of the comprehensive policy is to be made available if requested.
- ADF Cadet Officers/Instructors/Defence Approved Helpers must acknowledge the related policy and requirements for the towing of Defence owned trailers and Defence leased trailers with private vehicles.

Where do I submit the acknowledgment?

- Officers/Instructors/Defence Approved Helpers must submit the acknowledgment to their ADF Cadet Headquarters prior to the conduct of the activity. The acknowledgment and evidence of the applicable insurance policy will be retained by the relevant Headquarters.

Further Information

The YOUTHPOLMAN provides details of the use of Defence Road Transport Assets by ADF Cadets. If you have any further questions, please contact the Directorate of Youth via the Defence Youth Group mailbox: defence.youth@defence.gov.au .

