

CONDUCT OF ADF CADETS ACTIVITIES AT SAFEBASE CHARLIE

INTRODUCTION

1.1 Defence has a duty of care to ensure that all ADF Cadets activities are undertaken using the appropriate level of protective security measures proportionate to the risks inherent in the various aspects of the Australian Navy Cadets (ANC), Australian Army Cadets (AAC) and Australian Air Force Cadets (AAFC) programs.

1.2 The safety and wellbeing of all ADF Cadets members is paramount, therefore Defence in conjunction with the three Cadet Organisations will assist cadet units to operate in facilities and undertake cadet activities that are conducive to providing a safe and positive experience.

POLICY INTENT

1.3 This policy identifies the specific security measures applicable to ADF Cadets under the auspices of SAFEBASE Charlie.

1.4 This policy is to be read in conjunction with the Defence Weapons Policy; ADF Cadets Firearms policy, the ADF Cadets Security policy and relevant ADF Cadets procedures.

1.5 This policy supersedes CDF Directive 10/16: Conduct of ADF Cadets Activities at SAFEBASE CHARLIE, and will remain extant until there is a change in the Defence SAFEBASE Status.

1.6 SAFEBASE status applies to all ADF Cadets units that parade at Defence – owned and/or Defence leased facilities.

1.7 ADF Cadets units that parade at community-based facilities are to implement the security requirements of SAFEBASE Charlie, so far as reasonably practicable.

1.8 The YOUTHPOLMAN Glossary provides definitions applicable to this policy.

1.9 Director-General Cadets means

- in respect of the ANC, DGANCR
- in respect of the AAFC, DGCADETS-AF.

1.10 COMD AAC is appointed in command of the AAC.

POLICY PRINCIPLES

1.11 The principle applicable to this policy is:

a. **Principle 1** – The security requirements of SAFEBASE Charlie are the minimum requirements to be implemented, so far as reasonably practicable, to ensure the continuing safety of ADF Cadets members and to prevent any unnecessary disruption of ADF Cadets activities.

POLICY PRACTICES AND MEASURES

1.12 **Principle 1** – **The security requirements of SAFEBASE Charlie are the minimum requirements to be implemented, so far as reasonably practicable, to ensure the continuing safety of ADF Cadets members and to prevent any unnecessary disruption to ADF Cadets activities.**

1.13 ADF Cadets activities will continue under the auspices of SAFEBASE Charlie, so far as reasonably practicable. Activities are to be conducted in accordance with the appropriate protective security measures in consultation with the respective BSM/SADFO, the Defence Weapons Policy; ADF Cadets Firearms policy,

the ADF Cadets Security policy and relevant ADF Cadets procedures. The Youth Policy Manual (YOUTHPOLMAN) is available on the Defence Youth Website

1.14 The respective Director-General Cadets and COMD AAC are to ensure the primacy of ADF Cadets member safety and, where possible, facilitate the continuation of ADF Cadets activities under the requirements of the designated SAFEBASE status in accordance with this Policy.

1.15 To reduce the security risks associated with Cadet activities undertaken at sites under community based arrangements including activities in school units and facilities leased by ADF Cadets support committees and associated community based organisations, so far as reasonably practical, DGANCR and DG CADETS-AF are to:

- a. determine the appropriate protective security measures;
- b. undertake an annual review of the protective security measures for each of these ADF Cadet units within their respective ADF Cadets programs; and
- c. ensure, where access to the unit is controlled, the appropriate access control measures are in place including the provision of identity information related to their members (Adults and Youth) in accordance with the Defence Security Framework/

1.16 Chief of Army appointed COMD AAC to the role of SADFO for units not on Defence sites with the authority to issue commands and general instructions to AAC cadet units if warranted and in accordance with CA Directive *13/17 Appointment of Senior Australian Defence Force Officers (SADFO) and Acting Senior Australian Defence Force Officers (A/SADFO)*.

1.17 SADFOs have the authority to change SAFEBASE measures and/or adopt additional SAFEBASE measures as warranted by security threat assessments issued by Defence.

1.18 All ADF Cadets Enterprise Security Management decisions are to be based on the verified security threats and their associated security risks.

1.19 The security risks associated with ADF Cadets activities are to be mitigated, so far as reasonably practicable, in accordance with the ADF Cadets Enterprise Security policy.

1.20 Guidance on the factors to be considered in ADF Cadets activity risk assessments is included at Annex A to the ADF Cadets Enterprise Security policy in the Youth Policy Manual (YOUTHPOLMAN). This list is not exhaustive and local conditions should also be taken into consideration.

1.21 **Wearing of ADF Cadets Uniforms in Public.** The risks associated with the wearing of ADF Cadets uniforms in public are to be:

- a. identified and included in each ADF Cadets activity risk assessment based on the context of the activity and
- b. mitigated, so far as reasonably practicable.

1.22 ADF Cadets are to adhere to the guidance/instruction provided by their respective Director-General Cadets and COMD AAC regarding where and when they are to wear their ADF Cadets uniform in public.

ACTIVITIES

1.23 ADF Cadets may use Defence weapons at the normal place of parade as part of an approved activity in support of ANZAC day and/or as part of other ceremonial activities approved by their respective Director-General Cadets and COMD AAC in accordance with this policy, Defence Weapons Policy, the ADF Cadets Firearms policy and relevant ADF Cadets procedures.

1.24 Local community-based ceremonial activities are to be conducted under the auspices in accordance with the individual cadet organisation procedures. The use of innocuous/replica weapons by ADF Cadets for local community-based ceremonial activities, other than in approved catafalque parties, is prohibited.

1.25 ADF Cadets may participate in these community based commemorative events with the approval of their respective Director-General Cadets and COMD AAC. Greater vigilance is to be exercised in metropolitan areas and at those community- based activities considered to be at a higher security risk.

1.26 **Annual Training activities.** Planning for Annual training activities including but not limited to: public events, field exercises, regattas, and flight camps are to include civilian emergency response arrangements in the activity risk assessment with the inclusion of a security risk assessment and proactive mitigation strategies.

1.27 Participation in any activities particularly those activities undertaken off Defence bases are to be approved by the respective Director-General Cadets and COMD AAC **ACCESS CONTROLS**

1.28 ADF Cadets are to comply with the access controls in accordance with this policy, relevant Defence policy and the ADF Cadets Enterprise Security policy.

1.29 Where there is one single entry point to a unit, ADF Cadets unit access points are to be supervised/manned when opened and locked during parade nights, so far as reasonably practicable and without risk to personal safety or evacuation measures in the event of an emergency.

REPORTING REQUIREMENTS

1.30 Commander ADF Cadets is to report the status of the adoption and application of SAFEbase Charlie measures to CDF, CJC and DG Base Planning, Engagement and Service Performance (DGPESP) as part of the Annual Report on the Administration of the ADF Cadets.

1.31 The respective Director-General Cadets and COMD AAC are to report the status of their adoption and application of SAFEbase Charlie measures to the Commander ADF Cadets (CADFC) no less than annually.

ROLES AND RESPONSIBILITIES

SERVICE CHIEFS

1.32 Each Service Chief is responsible for implementation of SAFEbase Charlie measures for their respective cadet programs and units consistent with the intent of the security measures outlined in this policy, Defence policy and the ADF Cadets Enterprise Security policy.

COMMANDER ADF CADETS

1.33 Commander ADF Cadets is responsible for monitoring and reporting on the compliance of the ADF Cadets SAFEbase Charlie measures, including compliance with this policy, Defence Policy and the ADF Cadets Enterprise Security policy.

SADFO AND BSM

1.34 SADFOs have the authority to change SAFEbase measures and/or adopt additional SAFEbase measures as warranted by security threat assessments issued by Defence Security.

1.35 SADFOs and BSMs are to liaise with the respective Director-General Cadets or COMD AAC, or their delegate, prior to implementing a change in SAFEbase status for a facility/base where ADF Cadets parade

DIRECTOR-GENERAL CADETS AND COMMANDER AAC

2.1 The respective Director-General Cadets and COMD AAC, or their delegate, is responsible for liaising with the SADFO and BSM to enable appropriate notification of any change in SAFEBASE status affecting local ADF Cadets units.

2.2 The respective Director-General Cadets and COMD AAC are to ensure that ADF Cadets units within their programs comply with the designated SAFEBASE status in accordance with Defence Policy.

2.3 The respective Director-General Cadets and COMD AAC are to ensure the primacy of ADF Cadets member safety and, where possible, facilitate the continuation of ADF Cadets activities under the requirements of the designated SAFEBASE status in accordance with this Policy.

RELATED POLICY

Defence

Defence Security Framework

ADF Cadets - YOUTHPOLMAN

ADF Cadets: Information and Communications Technology

ADF Cadets: Defence Weapons

ADF Cadets: Cadet Firearms

ADF Cadets: Enterprise Security

ADF Cadets: Military-Like Activities

Accountable Officer: Chief Joint Capability

Policy Officer: Head Reserve and Youth Division/Commander ADF Cadets