

MAY 2024

## STUDENT JOINING INSTRUCTION FOR EXERCISE ARDUA: 7 - 9 JUN 24

### General

1. The exercise will be conducted at West Melton Army Range from 7 - 9 JUN inclusive.
2. The aim of Exercise Ardua is to provide a friendly competition to the cadets of 17 Squadron.

### Travel

3. Cadets are to arrive in Cadet Working Dress at the main gate of West Melton Army Range (search "Range Road" on Google Maps) where they will be directed to the drop-off carpark. The carpark is also the pickup point after camp.
4. Key timings:
  - a. Cadets dropped off at West Melton Fri 7 JUN (1800 hrs) (6pm)
  - b. Cadets picked up from West Melton Sun 9 JUN (1500 hrs) (3pm)

### Administration

5. The attending emergency contact for the exercise is the Exercise Commander SQNLDR Kendyl Cole. The contact number is 021 852 461. This number should be left at home to allow family members to make contact in the event of an emergency.
6. The exercise will be staffed by 17 Squadron Officers. Key positions are as follows:
  - a. Exercise Commander SQNLDR K. Cole
  - b. Training Officer FGOFF M. Saville
  - c. Adjutant FGOFF M. Saville
  - d. Medical Officer SQNLDR K. Cole
  - e. Exercise Warrant Officer W/O M. Neil
7. For all administration or payment queries, email: [adj@17squadronatc.com](mailto:adj@17squadronatc.com)

### Cost

8. Personnel are to pay \$30 via the unit website ([17squadronatc.com/shop](http://17squadronatc.com/shop)) by 6 JUN 24. You do not need to inform the adjutant that you have paid, we will check the bank statement directly.
9. You cannot attend the exercise if you have not paid by the due date (unless prior arrangements have been made with the adjutant's office). Non-attendees without prior notice will not be eligible for a refund.

### Accommodation

10. Personnel will be accommodated in military barracks and will be required to share a room with other cadets of the same gender.

## Medical

11. Please bring any personal medication you may require on the exercise. If there have been any changes to your medical information held on Cadetnet, please inform the Exercise Adjutant on arrival. It is an NZCF requirement that prescribed medication is handed in to the Exercise Medical Officer at the beginning of the exercise. This medication will be recorded and stored securely and will be administered as required.
12. Should any person require treatment by a doctor, this will be at the individual's cost.

## Clothing and Equipment

13. The list of clothing and equipment required is covered in *Annex A* (on the last page). Please ensure that all items are clearly named, particularly uniform as this is hard to identify if lost.
14. Cell phones and other electronic equipment are allowed but must not be used during activities. Cell reception at West Melton is poor and charging facilities are not provided.
15. Large sums of money or other high value items should not be brought. 17 Squadron will not be held liable for any theft or damage.

## Meals

16. All meals for the duration of the exercise are provided, excluding dinner on Friday evening (Cadets must have had dinner prior to arrival).

## Discipline

17. All personnel are expected to adhere to the NZCF Code of Conduct as well as the Exercise Standing Orders which will be detailed in the initial camp briefing. Any breaches of discipline may result in the individual(s) being sent home at the discretion of the Exercise Commander.
18. Hairstyle and uniform must comply with dress standards. Males are to be clean shaven by 0700 hrs daily.

## Training

19. Cadets may be participating in the following activities:
  - a. Teamwork activities, shooting, top team, Communication activities, fitness challenges



**Kendyl Cole**  
SQNLDR, NZCF  
Cadet Unit Commander  
No. 17 (City of Christchurch) Squadron, Air Training Corps

## CLOTHING AND EQUIPMENT

| Ser | Item                               | Qty  | Remarks                         |
|-----|------------------------------------|------|---------------------------------|
| 1   | CWD Shirt                          | 1    |                                 |
| 2   | CWD Pants                          | 1    |                                 |
| 3   | Black or blue sports shirts        | 3    |                                 |
| 4   | Black boots                        | Pair |                                 |
| 5   | ATC Baseball Cap                   | 1    |                                 |
| 6   | Black belt                         | 1    |                                 |
| 7   | NZCF 3822 Record of Service Book   | 1    |                                 |
| 8   | PT Gear                            | 2    | Shirts, shorts, shoes and socks |
| 9   | Day bag                            | 1    | Backpack                        |
| 10  | Sleeping bag and pillowcase        | 1    |                                 |
| 11  | Warm jersey                        | 1    |                                 |
| 12  | Waterproof rain jacket             | 1    |                                 |
| 13  | Beanie/warm hat & gloves           | 1    |                                 |
| 14  | Underwear & socks                  | Qty  |                                 |
| 15  | Thermals                           | Qty  |                                 |
| 16  | Pants                              | 1    | Warm (not cotton)               |
| 17  | Towel                              | 1    |                                 |
| 18  | Toiletries                         | Qty  | Including deodorant             |
| 19  | Jandals                            | 1    | For shower                      |
| 20  | Shaving kit                        | 1    | Males                           |
| 21  | Sanitary requirements              | 1    | Females                         |
| 22  | Hair nets, bobby pins and hair gel | 1    | Females                         |
| 23  | Sun hat and sunscreen              | 1    |                                 |
| 24  | Large water bottle                 | 1    |                                 |
| 25  | Personal first aid kit             | 1    |                                 |
| 26  | Personal medication                | 1    | Where necessary                 |
| 27  | Torch with spare batteries         | 1    |                                 |
| 28  | Plastic bags                       | Qty  |                                 |
| 29  | Pen and notebook                   | 1    |                                 |
| 30  | Cup, plate, bowl                   | 1    |                                 |
| 31  | Spoon, fork, knife                 | 1    |                                 |
| 32  | Home baking or fruit               | Qty  |                                 |
| 33  | Pillow                             | 1    | Optional                        |
| 34  | Sunglasses                         | Qty  | Optional                        |
| 35  | Camera                             | 1    | Optional                        |

Fire lighting equipment is **not** to be brought on camp (West Melton is a high risk fire area).

If you are missing any of the above items, see the unit stores as we may be able to loan some items on a limited basis.