**ROYAL AIR FORCE**

**JOINT SERVICE ADVENTUROUS TRAINING FORM (ALPHA) V1.4**

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| --- |
| APPLICATION FORM FOR THE MILITARY AND POLITICAL CLEARANCE OF ADVENTUROUS PERSONAL DEVELOPMENT TRAINING EXERCISES |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Unit File/Exercise Reference: | 6FTS/NIUAS/AT | Sponsor/Formation: | RAF | UIN: |  |

**1. Exercise Details**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Exercise Name: (2 words) | | Cornwall Helm | Country: | UK | Location: | Bangor |
|  | | | | | | |
| Exercise Dates: | From: | 16-Jun-24 | To: | 26-Jun-24 | | |
| Exercise Aim: (This must be linked to the GPS) | | | | | | |
| Ex Cornwall Helm will provide Adventurous Training to students from the Northern Ireland University Air Squadron in the form of a 10 day Offshore Sailing expedition in the coastal waters in the Irish Sea. The expedition seeks to contribute towards the second stratregic pillar of the 'RAF Strategy', to attract and retain the workforce of tomorrow. In addition, major expeditions form an important part of the 6FTS Mission Statement of 'attracting talent to the Regulars and Reserves'.  The aim of the exercise is to develop confidence, leadership and team ethos among the Northern Ireland University Air Squadron students in addition to providing them with experience of military AT in an unfamiliar and challenging enviroment. The APO's and Officer Cadets will be exposed to the challenges of preparing and delivering a major expedition in, for many, an unfamiliar setting.  This expedition will also meet a number of TOs from the UAS ground training sylubus such as 2.3,2.7 (Leadership based), 4.1-4.6 (Teamwork), 10.1-10.4 (Adventurous Training) as well as many more. In addition to aspects of Adventurous Training, this expedition will enable current Comp Crew to apply the qualification they have gained and develop their confidence in unfamiliar yet safe waters. Students will be given the chance to develop leadership skills via the medium of Adventurous Training, and the week will provide an excellent opportunity for all personnel to develop inter-personal skills within a team environment whilst living in close quarters. It will teach crew members new skills with regards to sailing, and provide inspiration to ab-initio's to work towards RYA qualifications, enabling them to give back to the squadron on future expeditions. The expedition will mirror the RYA syllabus with regards to training delivery but will not award RYA qualifications. The unfamiliar environment of the expedition provides a movement out of the comfort zone for the students, allowing personnel to develop the required skills to adapt to it. The skills and confidence gained from this expedition will be able to be brought back to the Squadron, and consequently develop personnel for future careers in the RAF or other services. | | | | | | |

**2. Contact Details**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Exercise Leader: | | | | | | | Main Unit: | NIUAS |
| Name: | Woods | | | | Rank: | O Cdt | Address: |  |
| Telephone No:  Mob/Civ Phone: | | | 9491 30362  +447453266098 | | | | NIUAS  JHC FS Aldergrove  Crumlin  BT29 4BP | |
| E Mail: | WOODS\_M-NIUAS-6FTS@outlook.com | | | | | | UIN: |  |
| Alternative Contact Details | | | | | | | Remarks: |  |
| Name: | Killiner | | | Rank: O Cdt | | |  | |
| Contact Tel no: | | +447500081124 | | | | |

**3. Activities**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| The activities to be conducted on the exercise are: | | | | | | | | | | | | | |
| Caving | | | DT | | Mountaineering\* | | DT | | | Rock Climbing | | | DT |
| Gliding | | | DT | | Offshore Sailing | | DT | | | Skiing | | | DT |
| Canoeing/Kayaking | | | DT | | Parachuting | | DT | | | Sub Aqua Diving | | | DT |
| Mountain Biking | | | DT | | Paragliding | | DT | | | Winter Climbing | | | DT |
| Indicate all distributed training against each conducted activity. | | | | | | | | | | | | | |
| \*For Mountaineering only, indicate one or more of the following: | | | | | | | | | | | | | |
| Alpine |  | High Altitude[[1]](#footnote-2) | |  | | Winter | | |  | | Summer |  | |
| Other activities planned: (to be planned and risk managed within the Admin Order iaw AP3379 Lft2410) | | | | | | | | | | | | | |
| Other: Please select | | | | | Activity: (FD Only) | | |  | | | | | |

**4. Personnel (Nominal Roll is at Appendix 1)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| The composition of the Expedition is: | | | Total no of personnel: 6 | | |
| **RAF** |  | **RN/RM** |  | **ARMY** |  |
| **Regular:** |  | **Regular:** |  | **Regular:** |  |
| Officers | 1 | Officers |  | Officers |  |
| SNCOs |  | SNCOs |  | OCdts (RMAS) |  |
| JRs/ORs |  | JRs/Ors |  | SNCOs |  |
|  |  |  |  | JRs/ORs |  |
| **Reserve:** |  | **Reserve:** |  | **TA/UOTC:** |  |
| Officers | 7 | Officers |  | Officers |  |
| SNCOs |  | SNCOs |  | SNCOs |  |
| JRs/ORs |  | JRs/Ocdts |  | JRs/ORs |  |
| **Cadets:** |  | **Cadets:** |  | **ACF/CCF:** |  |
| Officers |  | Officers |  | Officers |  |
| SNCOs |  | SNCOs |  | SNCOs |  |
| JRs/ORs |  | Cadets |  | JRs/ORs |  |
| **Civilians** |  | **Civilians** |  | **Civilians** |  |
| Foreign Service |  | Foreign Service |  | Foreign Service |  |
| Personnel |  | Personnel |  | Personnel |  |
| Supporting Staff |  | Supporting Staff |  | Supporting Staff |  |

**5. Levels of Ability (all activities except Sub Aqua)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Novice: 4 | | | Intermediate: 0 | | Advanced: 2 | | | Other (please specify): | |
|  | | | | | | | |  | |
| Sub Aqua Only: | | | | | | | | | |
| Beginners: | | Ocean Divers: | | Sports Divers: | | Dive Leaders: | | | Advanced Divers: |
| SADS: |  | | | | SADS Name and No: | |  | | |
| Others: |  | | | | | | | | |

**6. Instructors[[2]](#footnote-3)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Rank | Name | Qualifications | Date Awarded | Is the Instructor Current[[3]](#footnote-4) |
| O Cdt | Sophie Killiner | RYA Coastal Skipper  VHF Licence  RYA First Aid | Aug 23 | Yes  No |
| O Cdt | Mark Woods | RYA Day Skipper, First Aid qual (expires Oct 25) | Sept 23 | Yes  No |
|  |  |  |  | Yes  No |
|  |  |  |  | Yes  No |
|  |  |  |  | Yes  No |
|  |  |  |  | Yes  No |
|  |  |  |  | Yes  No |
|  |  |  |  | Yes  No |
|  |  |  |  | Yes  No |
|  |  |  |  | Yes  No |
|  |  |  |  | Yes  No |
|  |  |  |  | Yes  No |
| If more instructor(s) are required, details are to be completed in the form of an Annex. | | | | |

**7. Travel**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Expedition country (ies): | | | UK | | | | | | | |
| Countries to be Transited: | | | UK | | | | | | | |
| Land Clearance Applied For (In-Theatre Expeditions Only): | | | | | | Yes | |  | No |  |
| Comments |  | | | | | | | | | |
| Routes | Routes to and from the expedition area. Date/Time Gp must be entered for each event including, where applicable, border crossing points and precise location, eg 230830 Jun 18; N57 between Garmisch and Innsbruck. Ferry details including arrival and departure times from each country must also be included. | | | | | | | | | |
| Date | | Method of Travel (incl Ferry/Air Details) | | Destination | | | Route Details (incl Border Crossings),  for Overseas Expeditions Only | | | |
| From | To | |
| 16-Jun-24 | | MT Coach | | NIUAS, JHC FS Aldergrove | Bangor Marina | | Depart 1000  Arrive 1100 | | | |
| 26-Jun-24 | | MT Coach | | Bangot Marina | NIUAS, JHC FS Aldergrove | | Depart 1700  Arrive 1800 | | | |
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**8. Vehicle Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Military Transport: | | Civilian Transport: | |
| Vehicle Type | Registration (if known) | Vehicle Type | Registration (if known) |
| MT |  |  |  |
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**9. Vehicle Documentation (International Expeditions only)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Green Card Insurance | Yes |  | No |  | Vignette | Yes |  | No |  |
| Carnet de Passage | Yes |  | No |  | Certificate of Registration | Yes |  | No |  |

**10. Expedition Itinerary – NOT TO INCLUDE TRAVEL DAYS**

|  |
| --- |
| A detailed itinerary of the Expedition, including dates, routes and activities, is to be listed. Maps, traces and charts are to be attached as appropriate. Headings should include daily itinerary, date, activity, route and timings. All Expeditions going to France are to provide a French Translation (Bi-Lingual) Form. |

| Dates | Activities | Routes (including all relevant activity information, distance, height, depth, grade of climb/cave or river) **(not travel days)** | Remarks |
| --- | --- | --- | --- |
| 16-Jun-24 | Pick up vessels, prep boats  Offshore Sailing - Sail transit, safety drills, boat handling | Travel as per section 7. Food shopping to be completed prior to exped beginning and to be loaded at this time. Boat handover/prep by instructors AM. Safety briefs completed early PM. Slip lines mid PM - transit Bangor Marina to Portavgie Marina. Safety drills (incl. man overboard) to be completed enroute.  See appendix 7 for details. All routes are subject to change at the skippers discretion. Delivery of material from the RYA competent crew and day skipper syllabus is also subject to skippers discretion and may alter due to weather or other unforeseeable factors. Whilst the RYA syllabus is to be followed, no RYA qualifications are to be awarded following this expedition. | 1 Yacht.  Due to the live aboard nature of the accommodation all personnel will be classed as 'on duty' for the duration.  Exped leader in consultation with skippers will alter legs to suit weather conditions and to ensure appropriate 'challenge' for the participants.  On duty for duration of expedition.  Elements of RYA syllabus to be covered: emergencies including man overboard and use of emergency equipment onboard. |
| 17-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course content | Portavogie Marina to Port St Mary. | Elements of RYA syllabus to be covered: Preparing yacht for sea, victualling, points of sail, tacking & gybing |
| 18-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course content | Port St Mary to Holyhead (Holyhead Marina) | Elements of RYA syllabus to be covered: selecting sails, meteorology and use of weather forecasting in planning |
| 19-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course content | Holyhead (Holyhead Marina) to Absersoch Marina | Elements of RYA syllabus to be covered: pilotage planning, helming and steering compass courses, mooring/berthing |
| 20-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course content | Absersoch to Fishguard | Elements of RYA syllabus to be covered: Rules of the road, lights and shapes, rescue procedures including helicopter rescue |
| 21-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course content | Fishguard to Tenby | Elements of RYA syllabus to be covered: Plotting visual fixes, use of waypoints, use of echo sounder, chartwork and undertanding charts, |
| 22-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course content | Tenby to Fishguard | Elements of RYA syllabus to be covered: Use of EPs and DR, calculation of tidal height and tream, use of electronic navigational equipment. |
| 23-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course contentl | Fishguard to Pwlheli | Elements of RYA syllabus to be covered: reefing and shaking out reefs, passage planning |
| 24-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course content | Pwlhelo to Anchor in Cymyran Bay | Depending on weather, Holyhead marina alternative harbourage.  Elements of RYA syllabus to be covered: achoring, use of transits and leading/clearing lines and sail trimming. |
| 25-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course content | Cymyran Bay to Port St Mary | Elements of RYA syllabus to be covered: engine checks, IALA buoyage |
| 26-Jun-24 | Offshore sailing - Sail transit, boat handling and RYA course content  Boat handover & RTB | Port St Mary to Bangor. Slip lines early and night sail in the morning. PM boat handover and travel per section 7. | Elements of RYA syllabus to be covered: experience of night sailing including leaving and entering a harbour |
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**11. Accommodation**

|  |  |
| --- | --- |
| Type of Accommodation: | Accommodated on the yacht for entire duration |
| Address(es) and telephone numbers and email address in Destination Country: | |
|  | |
|  | |

**12. Equipment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Radios: | Yes |  | No |  |  |
| SAT Phone: | Yes |  | No |  | [App 2 New Loan Pool Application Form](https://modgovuk.sharepoint.com/teams/cui5-132/OCSpecTrg/JSAT/Loan%20Pool%20Application%20Form%20ACSO_4407_Annex_B.doc) |

**13. Medical**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Medical precautions are to be considered on all Adventurous Personal Development Training Expeditions | | | | | | | | | | |
| Fitness Medical Required: | Yes |  | No |  | Inoculations Required: | Yes |  | No |  |
| Specialist First Aid Kit Required: | Yes |  | No |  |  | | | | |
| Expedition leader has read Guidelines For The Conduct Of Adventurous Training Expeditions At AltitudeAnnex J to JSP 419 Part 2 Chapter 1: | | | | | | Yes |  | No |  |
| If operating above 2500m has a written risk assessment been completed.[[4]](#footnote-5) | | | | | | Yes |  | No |  |
| All expedition members will complete Annex A to AP3342 Sect 5 Chap 1 Sect 3 | | | | | | Yes |  | No |  |
| UIN against which emergency medical bills are to be charged for a single unit expedition. | | | | | | |  | | | |
| UIN against which emergency medical bills are to be charged for a joint/multi expedition – see Appendix 1 (expedition Nominal Roll) to this form | | | | | | |  | | | |

**14. Dress**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Completely Civilianized: | Yes |  | No |  | Authority for uniform to be worn is requested because: |
|  | | | | | |

**15. Personal Documentation**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Passport: | Yes |  | No |  | ID Card: | Yes |  | No |  |
| Visa: | Yes |  | No |  | NATO Travel Order: | Yes |  | No |  |
| EHIC | Yes |  | No |  | Personal Insurance[[5]](#footnote-6) | Yes |  | No |  |

**16. Public Relations**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Media attention is expected/requested: | | | Yes |  | No |  | | | | | |
| Media Ops has been informed: | | Unit: | Yes |  | No |  | Air: | Yes |  | No |  |
| Articles will be sent to: |  | | | | | | | | | | |

**17. Assistance**

|  |
| --- |
| Assistance will be required from the following overseas agencies (Military and Civilian): |
|  |

**18. Supporting Appendices**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Nominal Roll (As required) | Yes |  | [App 1 Nominal Roll](https://emea01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fdefenceintranet.diif.r.mil.uk%2Flibraries%2F1%2FDocs1%2F20140802.3%2F175_175_Nominal_Roll_V2.53.doc&data=02%7C01%7C%7C5ac5b53f59cc439aac8608d68a900a81%7Cbe7760ed5953484bae95d0a16dfa09e5%7C0%7C0%7C636848748578730508&sdata=MGSPOPcI3s0pWTsVnviRmlQnEu%2F0tBQI3m2%2BJ%2BQBtYo%3D&reserved=0) | No |  |
| Are you applying for equipment? | Yes |  | [App 2 New Loan Pool Application Form](https://modgovuk.sharepoint.com/teams/cui5-132/OCSpecTrg/JSAT/Loan%20Pool%20Application%20Form%20ACSO_4407_Annex_B.doc) | No |  |
| Are you applying for CNFP flights? | Yes |  | [App 3 CNFP Application](https://modgovuk.sharepoint.com/:w:/r/teams/8195/_layouts/15/Doc.aspx?sourcedoc=%7B388DB011-C6E3-4C90-AD48-40BD9C1ABF33%7D&file=RAFAT_Form_CNFP.doc&action=default&mobileredirect=true) | No |  |
| Are you requesting hydrographic charts? | Yes |  | [App 4 Hydrographic Chart Application](http://cui5-uk.diif.r.mil.uk/r/132/OCSpecTrg/JSAT/New%20Hydro%20Charts%20Request%20Form.doc) | No |  |
| Are there civilians on the Exercise? | Yes |  | [App 5 Civilian Participation Application](https://modgovuk.sharepoint.com/teams/cui5-132/OCSpecTrg/JSAT/20181010-Civilian%20Participation%20New%20Template%20Domestic%20and%20International%20V2.docx) | No |  |
| Do you wish to use a lodge in Germany? | Yes |  | [App 6 German Lodge Application](https://emea01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fdefenceintranet.diif.r.mil.uk%2Flibraries%2F1%2FDocs1%2F20140802.3%2F175_lodge_v2_52.doc&data=02%7C01%7C%7C5ac5b53f59cc439aac8608d68a900a81%7Cbe7760ed5953484bae95d0a16dfa09e5%7C0%7C0%7C636848748578740518&sdata=4Tt2VTXInRfB85Et1gnjmptIKmKKbx6C6HALJ5QlWFQ%3D&reserved=0) | No |  |
| Are you undertaking a sailing expedition? | Yes |  | [App 7 Sailing Activity](https://emea01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fdefenceintranet.diif.r.mil.uk%2Flibraries%2F1%2FDocs1%2F20140802.3%2F175_sail_v2_52.doc&data=02%7C01%7C%7C5ac5b53f59cc439aac8608d68a900a81%7Cbe7760ed5953484bae95d0a16dfa09e5%7C0%7C0%7C636848748578740518&sdata=4L6O4dsRhXDj9ztqrLQvdL8LM%2FCxso5b9hFz4RqLQbM%3D&reserved=0) | No |  |

**19. Supporting Documents**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| The following supporting documents will be submitted with this application or forwarded to the appropriate authority: | | | | |
| UK Expeditions: Application submitted for land or water clearance | Yes |  | No |  |
| Activity Details: Map(s) showing full route plan for the activity are always required (apart from when alpine skiing if only **on piste** for SF1 & 2. | Yes |  | No |  |
| Civilian Transport: FMT 1000 | Yes |  | No |  |
| Military Transport: FMT 1000 | Yes |  | No |  |
| Expeditions to France: [Form](http://defenceintranet.diif.r.mil.uk/libraries/1/Docs9/20171212.1/170720%20France%20Dipclear%20Request%20and%20Transit%20Notification%20HL.docx) [[6]](#footnote-7) | Yes |  | No |  |
| Expeditions to Italy: [Found In JSP 419](http://defenceintranet.diif.r.mil.uk/Reference/DINsJSPs/Pages/JSPIndex.aspx) | Yes |  | No |  |
| Application to JSET | Yes |  | No |  |
| ~~Application to Sports Lottery~~ | Yes |  | No |  |
| Application to Ulysses Trust (all Reserve Services) | Yes |  | No |  |

**20. Finance**

(Fill in the £ columns and any other relevant columns as necessary)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Estimated Income** | **£ (Total)** |  | **Estimated Expenditure** | **£ (Total)** |
| Public Funds [[7]](#footnote-8) (costs to be agreed by appropriate business manager) |  |  | Flights |  |
| Hired Transport (if MT is not available) |  |  | Ferry/Shuttle |  |
| Fuel (for transport/boats/generators) |  |  | Vehicles |  |
| Civil air warrants |  |  | Rail |  |
| Motor Mileage Allowance (PTR) |  |  | Travel |  |
| Towing Trailer Allowance |  |  | Fuel |  |
| Medical (first aid kits/supplies) |  |  | Road Tolls |  |
| CILOR |  |  | Equipment |  |
| RAFAT Grant (via PEd Flt) [[8]](#footnote-9) |  |  | Accommodation |  |
| Misc |  |  | Food |  |
| Misc |  |  |  |  |
| **Total Public Income (a)** |  |  | Hire of Instructors |  |
|  |  |  | Hire of Guides |  |
| **Non-Public Funds** |  |  | Other Expenditure |  |
| Personal Contribution (per head x No)       x |  |  | Berthing Fees |  |
| Station Non-Public Grants (SIF/Sports/Sqn) |  |  | Equipment Purchase |  |
| Sponsorship: (specify) |  |  | Equipment Hire |  |
| RAF Sports Lottery |  |  | Insurance |  |
| Others: (specify) |  |  | Misc: (specify) Yacht Hire | 1375 |
| Others: (specify) |  |  | Misc: (specify) |  |
| **Total Non-Public Income (b)** |  |  |  |  |
|  |  |  |  |  |
| **TOTAL INCOME (a+b)** |  |  | **TOTAL EXPENDITURE** |  |

**21. Risk Management**

1. **Generic Safety Guidelines from AP3342 Sect 5 being used (choose an item)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Document** | **Reviewed By** | | | | **Date Reviewed by Lead Instructor** |
| APDT Activity Conduct Safety Guidelines | Rank |  | Name |  |  |
| Offshore Sailing Activity | Rank |  | Name |  |  |
| Choose an item. | Rank |  | Name |  |  |
| Choose an item. | Rank |  | Name |  |  |

1. **Generic Risk Assessment(s) from AP3342 Sect 5 being used (choose an item)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Document** | **Reviewed By** | | | | **Date Reviewed by Lead Instructor** |
| Choose an item. | Rank |  | Name |  |  |
| Choose an item. | Rank |  | Name |  |  |
| Choose an item. | Rank |  | Name |  |  |
| Choose an item. | Rank |  | Name |  |  |

1. **Risks Not Covered in Section 21 b**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Unit/Formation: | NIUAS | | | | | Assessor: (lead instr) | | |  | | | | | | | | |
| Activity/Exercise: |  | | | | | Date of Assessment: | | |  | | | | | | | | |
| 1. Relevant APDT Publications/Pamphlets/Procedures: | | | | | | Review Date: (Prior to first day of Ex) | | |  | | | | |  | | | |
| 1. JSP 800, JSP 419, JSP 375, AP3342 Sect 5 | | | | | |
| Steps Relate to the Risk Assessment Process | | | | | | Generic Risk Assessment | | | | Yes | | |  | | No | |  |
| **Hazard** | | **Risk** | **Who is at Risk?[[9]](#footnote-10)** | | **Control Measures9** | | **Risk Rating9**  **(L X S =)** | **Additional Controls9** | | | | **Residual Risk**  **Rating9**  **(L X S =)** | | | | **Remarks** | |
| (a) | | (b) | (c) | | (d) | | (e) | (f) | | | | (g) | | | | (h) | |
| **For further completion guidance on this please see – JSATFA Generic Risk Guide (AP3342, Sect 5, Part 2)** | | | | | | | | | | | | | | | | | |
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|  | | | | Name: | | | | Post: | | | Date: | | | | | Signature: | |
| Existing and Additional Controls Agreed  (**Lead Instructor**) | | | |  | | | |  | | |  | | | | |  | |
| Additional Controls Implemented (to be filled in when Step 5/column (f) is used) (**Ex Leader**) | | | |  | | | |  | | |  | | | | |  | |

**EXPEDITION NAME:** Cornwall Helm

**DATES – FROM:**       **TO:**

**22. Expedition Leader Signature**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| I, the Expedition Leader, have completed the JSATFA in accordance with the relevant single-Service AT instructions and guidelines and the appropriate generic activity and environmental policies have been read and are fully understood. | | | | |
| Signed: |  | | | |
| Name: |  | Appointment: | |  |
| Rank: |  | Date: |  | |

**23. OC FDS/STO Approval**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. I have checked that all the necessary appendices, maps, itineraries and proofs of insurance (if required) have been completed and attached to this application. | | | | | | | | | | | | | | | | | | | | |  |
| 2. I have evaluated and agree the JSATFA and Risk Assessment form. | | | | | | | | | | | | | | | | | | | | |  |
| 3. The instructor/student ratios are correct and in accordance with JSP 419. | | | | | | | | | | | | | | | | | | | | |  |
| 4. I have checked the qualifications and log books of the Instructors and I am content, they are competent and current to conduct the activity | | | | | | | | | | | | | | | | | | | | |  |
| 1. I have evaluated this JSATFA and consider that the criteria for High Risk and Remote Expeditions has been assessed as: | | | | | | | | | | | | | | | | | | | | | |
|  | | HIGH RISK | Yes |  | No | | |  | | | REMOTE | | Yes |  | No | | |  | | | |
| 6. An application for CILOR in accordance with Service Instructions will be submitted. | | | | | | | | | | | | | | | | Yes | | |  | No |  |
| 7. The expedition leader has copies of the Service specific sections from JSP 751. | | | | | | | | | | | | | | | | | | | | |  |
| 8. I can confirm that a nominal roll with annotated NOK will be submitted prior to the start of the Expedition. | | | | | | | | | | | | | | | | | | | | |  |
|  | UNIT DATE STAMP | | | | | | Signed: | |  | | | | | | | | | | | | |
|  | Name: | |  | | | Appointment: | | | | |  | | | | |
|  | Rank: | |  | | | Date: | | | | |  | | | | |
|  | Tel: | |  | | | Fax: | | | | |  | | | | |
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1. **Technical Approval required for:**

**Parachuting** –Robson Academy, OC RRC(W)

**Sub-Aqua diving (depths greater than 40m) -** DSO, JSSADC, Fort Bovisand

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Technical Approval for this Exercise is | | N/A | | |
| Name: |  | | Appointment: |  |
| Rank: |  | | Date: |  |
| Tel: |  | | Fax: |  |
| Email: |  | | | |

1. **Unit Budget Manager Approval**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. I approve the proposed finances submitted at para 20. | | | | | |
| 2. I have agreed to £      being allocated from unit Public Funds. | | | | | |
| 3. (RAF ONLY: Sponsoring Unit’s UIN:       ) | | | | |  |
|  | DATE STAMP | Signed: |  | | |
|  | Name: |  | Appointment: |  |
|  | Rank: |  | Date: |  |
|  | Tel: |  | Fax: |  |
|  |  |  |  |  |  |

1. **Authorising Officer Certificate –**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. I approve this Expedition and confirm that it fulfils the criteria laid down in Adventurous Personal Development Training Policy, and that it will be conducted in accordance with current regulations. | | | | | | | | | | | | | | |
| 2. I have consulted the criteria for High Risk and Remote expeditions and have assessed this exercise as: | | | | | | | | | | | | | | |
|  | | HIGH RISK | Yes |  | No |  | | REMOTE | | Yes |  | No |  | |
| 3. I agreed to the public costs found in para 20 and 25. | | | | | | | | | | Yes |  | No |  | |
|  | DATE STAMP | | | | | | Signed: | |  | | | | | |
|  |  | | | | | | Name: | |  | | | Appointment: | |  |
|  |  | | | | | | Rank: | |  | | | Date: | |  |
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1. . Refer to Annex J to JSP 419 Part 2 Chapter 1. Guidelines for the conduct of AT Expeditions at Altitude. [↑](#footnote-ref-2)
2. . Instructors that are TBC are to be authorised by the STO and included in the Admin Order prior to Ex departure. [↑](#footnote-ref-3)
3. . Has the instructor remained current within the last 3 years, for the proposed activities, the routes that have been planned and the abilities of their students. Iaw JSP419 and AP3342 Sect 5 Part 1 Chap 3 Sect 6 Para 5. This is to be checked by OC FDS/STO/PEd Flt. [↑](#footnote-ref-4)
4. Iaw Annex J To JSP 419 Part 2 Chap 1 Para 11. [↑](#footnote-ref-5)
5. See current DIN for insurance, for Adventurous Training Activities. [↑](#footnote-ref-6)
6. . Refer to Single Service AT Publications. [↑](#footnote-ref-7)
7. Station Budget Manager should note and agree the proposed costs to be debited from Public Funds. [↑](#footnote-ref-8)
8. RAFAT Grant to be allocated last - once all other income is known. [↑](#footnote-ref-9)
9. Refer to Form 7548 or GRA contained in section 21b for template. [↑](#footnote-ref-10)