



AUSTRALIAN ARMY

ADELAIDE UNIVERSITIES REGIMENT

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AUR17010

10/03/132

See Distribution

ADMINISTRATIVE INSTRUCTION

C2/MR2 DRIVERS COURSE 200278 SESSION 0232 CONDUCTED OVER THE PERIOD 22 MAY – 13 JUN 10

References:

- A. Defence Road Transport Instructions (DRTI)
- B. Training Management Plan (TMP) GS Level Modules
- C. Australian State Road Regulations Handbook
- D. Safety Manual 2002
- E. Australian Army Drivers Handbook (LWP-G 4-3-1)
- F. ALTC minute 'Unit Conducted Driver Training'

General

1. Adelaide Universities Regiment (AUR) is to conduct a C2/MR2 Drivers Course during the 22 May – 13 Jun 10, IAW references A-F. The aim of these courses is to qualify trainees on the Landrover 4X4, and Unimog 4X4. These courses will provide successful trainees with a C2/MR2 (GS) licence code.

Aim

2. The aim of the instruction is to detail the administrative requirements of the course as specified in references A and B.

General outline

The courses will be conducted from 0700h to 1700h daily. Night periods when required, will be conducted from 1900h to 2300h. Trainees on the course are required to live in for the duration of the course, members requesting to live out are to incur all costs. Staff members are also required to live in. There will be a field phase of training conducted in the Loveday, and Morgan shire area. A detailed course timetable will be issued on the first day of course, the structure is as follows:

- a. theory component,
- b. convoy driving,
- c. cross country driving,

- d. vehicle recovery,
- e. night driving,
- f. field phase,
- g. safe driving area, and
- h. city driving.

Appointments and duties

3. The Chief Instructor (CI) is LTCOL S. Ridgway.
4. The Senior Instructor (SI) is MAJ A. Hay.
5. Course appointments and responsibilities are as follows:
 - a. Licence Certifying Officer; CAPT D. Chapman,
 - b. CPL K. Scott is the course manager (CM) and is responsible to the SI for the conduct of the courses, and
 - c. The Section Commanders (SC) TBA is responsible for the daily conduct of the courses and administration parades.
6. A staff and instructor nominal roll in annex A.
7. All assistant instructors must hold current licence with code C2/MR2 for a minimum of 12 months, the instructor to trainee ratio for ADI is 1:2, DTO ratio is 1: 6.

Conduct

8. The C2/MR2 Drivers' Courses are to be conducted IAW Ref B and C.

Participants

9. The course trainee nominal roll is in annex B.
10. The CM is responsible for compiling first and last day returns to AUR OPS NLT 0930h on those days.
11. Trainees are to bring a PM 101 stating their eyesight and colour perception test. With them on day one. Members not meeting the required standard will be RTU.
12. The Course Manager is responsible for briefing trainees and external instructors on the AUR policy for equity, harassment, fraternization, Barracks Emergency Response Plan (BERP) and discipline during march in for the course.

Facility bookings

13. CPL Scott, is responsible for booking the following facilities and to confirm those bookings prior to the start of the course:

- a. Class room,
- b. Vehicles, and
- c. Morgan field training areas.

Dress and equipment

14. The dress of the day for the course will be DPCU and bush hat. All course members are to carry their civilian driver's licence, military licence, drivers log book if issued and army identification card at all times.

15. All trainees are recommended to have coveralls or protective dress for servicing and tyre changing as detailed in the joining instruction. Students are to be issued with safety gloves whilst carrying out recovery activities.

Alcohol and drugs

16. There will be no consumption of alcohol during the field phase of the course. Alcohol is not to be consumed in the accommodation block, and a zero blood alcohol reading must be maintained while operating a Defence vehicle. All drivers are to operate defence vehicles IAW ref A. A defence vehicle includes short and long term rental vehicles. Practically personnel should be aware of chapter 5 paragraph 524, Drivers of Defence vehicles:

- a. are not to consume alcohol whilst operating a Defence vehicle;
- b. are to maintain a zero blood alcohol reading if operating a Defence vehicle;
- c. are not to operate a vehicle if they are considered to be under the influence of alcohol or drugs; and
- d. are not to enter a licensed premises whilst on duty except in the performance of duty or to obtain meals.

Training areas

17. Woodside has been designated a Safe Driver Area for the general driver application. Therefore IAW ref A, signs will be placed at all entry points to the area indicating that driver training is taking place. Morgan and Loveday shire cross country driving area will be utilised for the difficult driving application.

Medical and safety

18. Whilst the courses are run, Keswick Barracks Medical Centre will be utilised. At other training areas the local hospital will be used. The Defence Health Hotline (DHH) emergency number 1800 IMSICK (1800 467 425) is to be used for minor injury, illness or any other health related matters as directed by the CM.

19. The Keswick Barracks Medical Centre is available for sick parades 0730 h to 0900 h daily Monday to Friday.

20. The AUR Duty Officer is to be notified by phone as soon as practicably possible on 0428 415 915 if any member is injured, or through sickness is admitted to hospital.

Rations

21. The CM is to submit a detailed ration plan to AUR TRG COY OPS NLT 05 May 2010.

Stores

22. The Main Q store is required to have the stores listed in annex C ready for collection on 17 May 2010 by the Admin NCO or his / her representative.

Vehicles

23. A list of vehicle requirements is in annex D.

Risk analysis

24. A NOTICAS / FATALCAS Format is in annex E.

25. A military risk analysis is in annex F.

Mobile phones

26. Personal mobile phones are not to be used by staff or trainees during the daily conduct of the course unless it is work related or for a personal emergency.

Technical support

27. TRG COY OPS is to ensure that a bid to 16 AD Regt for vehicle mechanical support (FRT) for the duration of the courses. The FRT will be required to deploy with the course to Loveday and Morgan training area and present the following lessons during the course:

- a. mechanical principals,
- b. fault finding,
- c. vehicle components, and
- d. servicing.

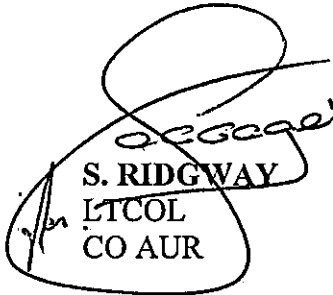
Instructor briefing / CO-ORD conference

28. A final planning conference will be held at the TRG Coy HQ bldg Office prior to the commencement of the course. OPSWO, LOG WO, 2IC Trg Coy, SGT S. Murphy are requested to attend. Conference will be held on the 10 May 2010, timings TBA.

29. All instructors and staff are to contact to the AUR TPT SPVR NLT 0800h 19 May 2010 (unless other arrangements have been made) for briefing and lesson allocation. All lessons are to be fully prepared and rehearsed prior to the commencement of their period of instruction on the course.

Conclusion

30. Trainees will be assessed throughout the course as potential ADF Drivers. Trainees successfully completing the course will obtain an ADF C2/MR2 Driver's License.



S. RIDGWAY
LTCOL
CO AUR

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OS ^{APR}
Mar 2010

Annexes:

- A. Staff Nominal Roll
- B. Trainee Nominal Roll
- C. Stores List
- D. Vehicle Requirement
- E. Noticas / Fatalcas Format
- F. Risk Assessment

Distribution:

CI Dvr Cse x 1
SI Dvr Cse x 1
AUR OPSWO x 1
16 AD REGT OPSWO x1
AUR Main Q x1
File

C2/MR2 STAFF NOMINAL ROLL
31 OCT – 22 NOV 2009

Serial	Number	Rank	Initial	Name	Unit	Position
1.		SGT	R.	TAYLOR	AUR	DTO, CSE SPVR
2.	8484872	CPL	K.L	SCOTT	AUR	DTO C2/MR2 CSE MANGR
3.				TBA		DTO C2/MR2 ADMIN NCO
4.				TBA		DTO
5.				TBA		DTO
6.				TBA		ADI C2/MR2
7.				TBA		ADI C2/MR2
8.				TBA		ADI C2/MR2
9.				TBA		ADI C2/MR2
10.				TBA		ADI C2/MR2
11.				TBA		ADI C2/MR2
12.				TBA		ADI C2/MR2
13.				TBA		ADI C2/MR2
14.				TBA		ADI C2/MR2
15.				TBA		ADI C2/MR2
16.				TBA		ADI C2/MR2
17.				TBA		ADI C2/MR2
18.				TBA		ADI C2/MR2
19.				TBA		VM/ INSTR
20.				TBA		VM/ INSTR

ANNEX B TO
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TRAINEE NOMINAL ROLL

SER	CSE NO	PM Keys	Rank	Init	Surname	Corp	Unit
1	C2 / MR2				TBA		
2	C2 / MR2				TBA		
3	C2 / MR2				TBA		
4	C2 / MR2				TBA		
5	C2 / MR2				TBA		
6	C2 / MR2				TBA		
7	C2 / MR2				TBA		
8	C2 / MR2				TBA		
9	C2 / MR2				TBA		
10	C2 / MR2				TBA		
11	C2 / MR2				TBA		
12	C2 / MR2				TBA		
13	C2 / MR2				TBA		
14	C2 / MR2				TBA		
15	C2 / MR2				TBA		
16	C2 / MR2				TBA		
17	C2 / MR2				TBA		
18	C2 / MR2				TBA		
19	C2 / MR2				TBA		
20	C2 / MR2				TBA		
21	C2 / MR2				TBA		
22	C2 / MR2				TBA		
23	C2 / MR2				TBA		
24	C2 / MR2				TBA		

STORES LIST

The Stores list is as follows:

Serial	Item	Quantity	Remarks
(a)	(b)	(c)	(d)
1.	Car Fridge	2	
2.	11x11 tent	1	
3.	Garbage Bags	3 X Roll	
4.	Oil OMD 115	20 Lt	
5.	Brake Fluid (Aust OX 8)	8 Lt	
6.	fuel cards	2 sets	
7.	Winch Safety Gloves	24 Sets	
8.	Window cleaner	20 bottles	
9.	Cyalume Sticks Red	15	
10.	Cyalume Sticks Blue	15	
11.	Cyalume Sticks Green	15	
12.	Green folders	15	NSN 7520-66-041-6300
13.	Oil OEP 220	20 Lt	
14.	1 Lt Sunscreen	2	
15.	20 Lt Water Jerries	15	
16.	20 Lt Fuel Jerries	12	
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			
25.			

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VEHICLE REQUIREMENT

SER	QTY	TYPE OF VEHICLE	REMARKS
1	4	Unimog W/W	
2	1	Unimog Dump	
3	1	Unimog W/C	
4	4	Unimog GS	
5	4	Landrover 110 W/W	
6	2	Landrover 110 FFR	
7	3	Landrover 110 GS	
8	1	Landrover 110 Hardtop	If not available one more GS
9	1	Toyota Coaster	If unavailable from JLU-S source from 16 AD
10	1	Toyota Prado	
11	1	Ford Ranger	AUR owned Vehicle

1. All CL vehicles provided for the course are the responsibility of AUR to book.
2. Assistant Driving Instructors are to sign for those vehicles for the duration of the course.
3. Return of vehicles will be arranged through the CPL Scott.
4. All vehicles to be clean and have a current NTI in the vehicle, prior to return.
5. All deficiencies are to be reported to the AUR CM prior to return.
6. All AD049 forms are to be photocopied and filed with the Course files.

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NOTICAS / FATALCAS FORMAT

If an accident, injury or death occurs, the CM is responsible for producing the message in this format ASAP to the AUR Duty Officer on mobile phone number 0428 415 915.

1. Full name, Rank and Service Number of member;
2. Religion of member;
3. Date of Birth ;
4. Date, time and place of death, last sighting or accident;
5. Cause of death, possible cause of death or accident;
6. Description of incident or circumstances causing casualty. Details should be comprehensive, if member is a Reservist, Cadet or non military. Details of members current involvement with the ADF, e.g. "Reservist participating on LR3 Drivers Course, 200278 Session 0232.
7. Name and Address of NOK;
8. Details, times, dates if personal visit to NOK has been carried out;
9. If appropriate either a request for DCO/ PSO to carry out personal, visit to NOK, Contact details of DCO / PSO;
10. Current location of casualty;
11. If appropriate, MEDEVAC details;
12. If appropriate, AUSDIL details;
13. If appropriate, recommended means for compassionate message traffic;
14. COMCARE has / has not been informed and method of notification;
15. Include Service details and contact details of ADF Member dealing with NOTICAS.