

Department of Defence

DEFGRAM 446/2019

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TASMAN SCHEME—CALL FOR NOMINATIONS (FY 2019–20)

Reference:

A. [Military Personnel Policy Manual, Part 8, Chapter 4](#)¹ – ‘Tasman Scheme’

Introduction

1. The Tasman Scheme is a bilateral personnel activity between the ADF and the New Zealand Defence Force (NZDF), administered by Reserve and Youth Division (RYD).
2. The Tasman Scheme seeks to reward selected ADF SERCAT 3–5 Junior Officers and Junior Non-Commissioned Officers (JNCOs), for their overall performance, dedication and commitment to Reserve service. SERCAT 3–5 Junior Officers and JNCOs undertake a secondment with the NZDF related to their Reserve employment or profession within the ADF. The secondment is not prescriptive. It may comprise a training course, a non-operational field deployment or exercise, or other non-operational a (eg Defence Aid to the Civil Community, Christchurch earthquake). It does not include any type of war-like or operational activity, nor does it include participation in any type of internal security or aid to the civil power activity in New Zealand or in any other third country as part of the secondment.
3. Similarly, Junior Officers and JNCOs of the NZDF Reserves are seconded to ADF units. This strengthens ties between the ADF and NZDF, promotes interoperability and enhances capabilities that the ADF and the NZDF derive from their Reserves.
4. Nominations are sought for the Tasman Scheme for FY 2019–20.

Nominations and Schedule

5. ADF SERCAT 3–5 Junior Officers and JNCOs, regardless of ADF trade or specialisation may be nominated by their Commanding Officer or Officer Commanding for a Tasman Scheme secondment.
6. The nomination form is Defence Form AE350 – *Tasman Scheme Nomination*. The nomination procedure is in [Annex A](#).

¹ http://intranet.defence.gov.au/home/documents/data/DEFPUBS/DEPTMAN/MILPERSMAN/Part_08/_MILPERSMAN____Pt08Cp04.pdf

7. All 2019/2020 nominations must be submitted through a member's chain of command, as follows:
 - a. Army nominations must be endorsed and supported by a member's Formation HQ and staffed through DGRES–A. For members in 2 Div, HQ 2 Div is the endorsing authority for nominations.
 - b. Navy and Air Force nominations must be submitted to DGANCR and DGRES–AF respectively, for endorsement.
8. POC details for submission of nominations are outlined in [Annex A](#).
9. The indicative schedule for the 2019–20 Tasman Scheme is in [Annex B](#).

Eligibility Criteria

10. ADF SERCAT 3–5 Junior Officers and JNCOs nominated for a Tasman Scheme award must satisfy the following criteria:
 - a. Be a serving member with at least three consecutive years of Reserve service including the period prior to nomination.
 - b. Have completed at least 20 Reserve Service Days (RSDs), in each of the three financial years leading up to, and including the year of nomination.
 - c. Meet individual readiness (IR) requirements in accordance with the relevant Services' policies and member's SERCAT.
 - d. Single Service criteria (at the time of nomination):
 - (1) **Royal Australian Navy (RAN).** A member of the RAN – SERCATs 3 or 5 and have held the substantive rank of Sub Lieutenant, Leading Seaman or Able Seaman for the 12 months prior to nomination.
 - (2) **Australian Army.** A member of the Australian Army – SERCAT 5 and have held the substantive rank of Lieutenant, Corporal, Lance Corporal or Private (P), for the 12 months prior to nomination.
 - (3) **Royal Australian Air Force (RAAF).** A member of the RAAF – SERCATs 3, 4 or 5 and have held the substantive rank of Pilot Officer, Flying Officer, Corporal, Leading Aircraftman or Leading Aircraftwoman for the 12 months prior to nomination.
 - e. Not subject to any disciplinary action under the DFDA (Defence Force Discipline Act), or Civilian law.
 - f. Not subject to any adverse administrative action.

Funding

11. ADF Tasman Scheme recipients will be seconded to NZDF Units as individuals with travel costs between Australia and New Zealand funded by Defence through RYD. While on secondment in New Zealand, RSD salaries will be the responsibility of members' units. As host, the NZDF will provide Service accommodation, meals and internal domestic travel during the secondment.

**Duncan Hayward**

Brigadier

Deputy Head Reserve and Youth Division

Joint Capabilities Group

Annexes:

- A. [Tasman Scheme 2019–20—Nomination Procedure](#)
- B. [Tasman Scheme 2019–20—Indicative Schedule](#)

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TASMAN SCHEME 2019–20—NOMINATION PROCEDURE

Introduction

1. The following information explains the actions and responsibilities for submission of a Tasman Scheme nomination. Information required by units, in order to nominate individuals for a Tasman Scheme secondment, is in this Defgram and in the Reference.
2. Units should note that consideration of a Tasman Scheme nomination will be based upon recommendation by a Commanding Officer (CO) or Officer Commanding (OC). The nomination presents an opportunity for a CO or OC to recognise and reward outstanding performance or achievement by a SERCAT 3–5 Junior Officer or JNCO under their command.

Responsibility of Units

3. Units nominating an individual for a Tasman Scheme secondment must complete Defence Form AE 350 – *Tasman Scheme Nomination*.
4. The Tasman Scheme nomination form must be completed in full. Supporting documentation may be included as part of the nomination. Experience has shown that nominees who have written support from OC's and CO's increase their chances of success in the selection process.
5. For enquiries in the preparation and submission of nominations for the Tasman Scheme, units should in the first instance, contact the Defence Reserves Support office in their State or Territory (telephone: 1800 803 485), in accordance with the Reference.
6. Any supporting proposal information is to be in narrative form in plain English, no more than three pages in length, and in Times New Roman Font 12.

Submission of nominations

7. Completed Tasman Scheme nominations are to be forwarded by COs/OCs to the following Service specific group emails:
 - a. Commander 2 Div: hq2divg1persbranch@drn.mil.au (for all 2 Div unit nominations)
 - b. DGANCR: DG.ANCR@defence.gov.au (for all Navy Reserve nominations)
 - c. DGRES–A: dgres-agroupmail@defence.gov.au (for all Army non-2 Div nominations/units)
 - d. DGRES–AF: airforce.reservebranch@defence.gov.au (for all RAAF Reserve nominations)
8. This is to be in accordance with serial three of the Indicative Schedule in [Annex B](#).

TASMAN SCHEME 2019–20—INDICATIVE SCHEDULE

Table B-1: Indicative Schedule

SRL	Action	Time Frame	Action Agency	Comments
1.	Publicise Tasman Scheme	Jul–Aug 19	RYD	
2.	Develop nominations	Jul–Aug 19	Unit COs/OCs	
3.	Submit nominations	by 11 Oct 19	Unit CO or OC	<p>1. For Navy members – to Director-General Australian Navy Cadets and Reserves.</p> <p>2. For Air Force members – to Director-General Reserves – Air Force.</p> <p>3. For Army members, as follows:</p> <p>a. 2 Div Units to HQ 2 Div, through Army CoC;</p> <p>b. all other Units – to Director-General Reserves – Army, through Army CoC.</p>
4.	Submit nominations	by 01 Nov 19	<p>COMD 2nd Div. Director-General Reserves – Air Force. Director-General Reserves – Army. Director-General Australian Navy Cadets and Reserves.</p>	<p>Submitted to Reserve and Youth Division (Policy and International Engagement).</p> <p>Email: ryd.pie@defence.gov.au</p>
5.	Assessment of nominations	Nov 19	RYD	Selection Committee Recommendations and overall order of merit.
6.	Selection recommendations to HRYD	Nov 19	DRES	Selection Recommendations to HRYD for approval.
7.	Approval	Nov 19	Head Reserve and Youth Division (HRYD)	
8.	Advice to Tasman Scheme nominees	Nov/Dec 19	DRES/ Commanding Officers/Officers Commanding	Details of Award winners and unsuccessful nominations.

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SRL	Action	Time Frame	Action Agency	Comments
9.	ADF secondments to NZDF	Jan–Jun 20	RYD	In conjunction with NZDF.
10.	Post-Secondment presentations and reports	Within 30 days of return to Australia.	Tasman Scheme participants	In conjunction with RYD.

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