



GENERAL

1.0 Content of this Routine Order

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2.0 Appointment of Chief Commissioner and Public Officer

- 2.1 The Council of the Australian Air League (**COL**) advises that, after the consideration of two expressions of interest for the appointment of Chief Commissioner, Commissioner J A Dixon, MSA was selected as the successful candidate.
- 2.2 The COL further advises that, after the consideration of an expression of interest for the appointment of Public Officer, First Officer G T Adams was selected as the successful candidate.
- 2.3 The official promulgation of these appointments is to be found in FRO 10/2019 "Gazette" issued on 20 August 2019.

3.0 Phasing out of Trainee Officer Rank

- 3.1 Commencing from 1 October 2019 (or earlier, at the discretion of individual Group Executive Commissioners) the rank of Trainee Officer will no longer be used for adult members, whether joining, or transferring to, League membership or for existing members reaching eighteen years of age.
- 3.1.1 Members, in the above mentioned scenarios, shall be promoted to the rank of Warrant Officer.
- 3.2 Officers with the rank of Trainee Officer as at 30 September 2019 will have until 30 June 2020 to complete their ODP and gain the rank of Second Officer, failing which, they will revert to the rank of Warrant Officer, on 1 July 2020, and will be free to continue their ODP, if desired.
- 3.3 Full details of this change including the Sections of the AAL Manual which have been, or will be, changed are provided in FRO 12/2019 "Phasing Out of Trainee Officer Rank", issued concurrently with this FRO.

4.0 Introduction of Honorary Rank

- 4.1 With immediate effect, the courtesy of "Honorary Rank" has been introduced.

- 4.2 The COL, at its sole discretion, may confer honorary rank upon officers or commissioners who have stepped down from their duties but continue to make a valuable contribution to the organisation at a lower appointment level to that from which they have stepped down.
- 4.2 Whilst these arrangements can apply to former Chief Commissioners, they can also apply to other officers/commissioners who have given outstanding service prior to stepping down.
- 4.3 These arrangements only apply where the proposed honorary rank is higher than the optimum rank of the most senior appointment in which the officer/commissioner continues to serve.
- 4.4 For full details refer to the AAL Manual at Section 6 Para 6.

5.0 Officer Uniform Change to Fabric Colour: Adjustment to Time Line

- 5.1 As a result of representations from a Group concerning the time line for introduction of the new officer uniform fabric colour, the COL has decided that five years will be allowed before all officers must be wearing a uniform of the new fabric colour.
- 5.2 Consequently, Federal Operations Instruction Number 3, 2/2019 has been rescinded and FOI 4, 3/2019 has been issued concurrently with this FRO reflecting the above mentioned and other, minor, adjustments.

6.0 Roles and Responsibilities of Group Councils: Clarification

- 6.1 It has come to the attention of the COL that some of the rules in the AAL Manual pertaining to Group Councils are not consistent with the Constitution and legislation governing the operation of the Australian Air League Inc.
- 6.2 To remove the risk of unacceptable ramifications the AAL Manual has been changed in a number of areas, with the assistance of the League's solicitors, to clarify the operation and constitution of Group Councils.
- 6.3 Details relating to these changes are included in FRO 13/2019 issued concurrently with this FRO.

7.0 Activities: Expanded Processes and Requirements

- 7.1 Section 15 in the AAL Manual has been extensively re-vamped to provide additional information, guidelines and levels of approval for "Activities" (formerly referred to as "Camps").
- 7.2 Information on "Reviews" has been moved, unchanged, to Section 25.
- 7.3 Officers Commanding at all unit levels are urged to read the new Section 15 which contains an abundance of information on the requirements for the following levels of Activities:
 - 7.3.1 Squadron Parades;
 - 7.3.2 Regular Squadron Based Activities;
 - 7.3.3 Meetings;
 - 7.3.4 Ad hoc Excursions and Activities (not overnight);
 - 7.3.5 Fund Raising Events;
 - 7.3.6 Hikes (day or overnight);
 - 7.3.7 Camps and overnight stays;
 - 7.3.8 Interstate Visits (day or overnight); and
 - 7.3.9 International or Overseas Visits.
- 7.4 The requirements in Section 15 take effect from 1 September 2019, regardless of whether planned activities have already been approved (conditionally or otherwise), or not.

8.0 Certificate of Merit: Recognition when Wearing Uniform

- 8.1 The Certificate of Merit, issued by the COL, is an award which may be conferred upon units or individuals for valuable service to the League.
- 8.2 This can be awarded to individual members with any length of service and of any age.

8.3 The COL has determined that the individual holders of this certificate should be able to have recognition of that fact visible when they are in uniform.

8.4 Recognition is to occur in one of two ways:

8.4.1 **For Uniformed League Members with less than ten years of service:** service bars embroidered in yellow (instead of white); and

8.4.2 **For Uniformed League Members with more than ten years of service:** a bronze clasp representing the letter "M" attached to the ribbon of their ten year general service medal.

8.5 See AAL Manual Section 17, Para 17 for full details.

8.6 Uniformed members currently holding one or more of these certificates will be forwarded the relevant badge/clasp when they are available.

9.0 Officer Development Program

9.1 The COL desires to reinforce the mandatory nature of the successful completion of the Officer Development Program (portions of which are now online) for adult League members wishing to become Officers.

9.2 All Officers must have an Officer Warrant and such a Warrant will only be issued to persons who have successfully completed Stage 2 of the ODP as evidenced by a certificate of completion.

10.0 Constitution Review Committee

10.1 Since the beginning of June, the Constitution Review Committee (**CRC**) has met four times via teleconference and once in Sydney on 4 August.

10.2 A progress report was furnished to the Council at its meeting on 17 August.

10.2.1 It is advised that the vast majority of proposed changes to the Constitution document have been settled and that work is progressing on the By Laws document.

10.2.2 At this point, it is believed that the CRC will be able to hand over its proposals for consideration by the COL Executive, by early December, as planned.

11.0 Training on Pathway Choices for members approaching 18 years of age

11.1 An online course is to be developed which will be required to be undertaken by all cadets prior to reaching the age of eighteen years.

11.2 Details may be found in FTC 1/2019 which is issued concurrently with this FRO.

12.0 Congratulations to Mitch McDonough

12.1 Congratulations are extended to Mitchell (Mitch) McDonough, formerly a member of Blacktown Boys Squadron and a candidate for Federal Cadet of the Year in 2011, who has just passed his final Wings Flight and will officially graduate as a PLTOFF next Friday at 2FTS – RAAF "Pearce".

12.2 It is understood that Mitch will be posted to 79 Squadron – Hawks.

13.0 Other Changes to the AAL Manual

13.1 Section 2 Para 3.6: Wing Council spending limits.

13.1.1 A new paragraph has been inserted to specifically impose a spending limit of \$1000 on Wing Councils without prior approval of Group Council.

13.2 Section 6 Para 8: Appointment Types

13.2.1 A new set of paragraphs have been inserted to introduce clarity around terms such as "acting" and "confirmed" appointments, and "administrator";

13.2.2 This also includes further clarification around situations where multiple appointments are contemplated, or are in place, for an Officer.

- 13.3 Section 6 Para 1.4.5 Cadets competing after reaching the age of 18 years
- 13.3.1 Changes have been made to enable cadets only to compete in competitions until 31 December in the calendar year in which they reach their 18th birthday.
- 13.3.2 This takes effect from 1 January 2019, i.e. cadets turning 18 in 2019 may only compete in competitions within the 2019 calendar year.
- 13.4 Section 6 Para 3.1.1 Officers below the age of 18 years
- 13.4.1 Changes have been made to remove the ability of Group Executive Commissioners to promote Cadets to Officer rank when they are seventeen years of age.
- 13.5 Section 6 Para 1 at 1.5 & Section 7 Para 14 at 3.10 Warrant Officers below the age of 18 years
- 13.5.1 Changes have been made to remove the ability to promote cadets to Warrant Officer rank when they are sixteen or seventeen years of age.

14.0 Federal Orders Issued

- 14.1 The last regular Federal Routine Order, FRO 9/2019 dated 31st May 2019, was issued in June 2019. Since then, the following ad hoc Federal Orders have been issued:

14.1.1 Instructions	1
FAI 83 2/2019	Form 20 Usage
14.1.2 Standing Orders	Nil
14.1.3 Circulars	Nil
14.1.4 Routine Orders	2
FRO 9/2019	VALE Chief Comr. J Franklin, OAM, LM, DSA, MSA
FRO 10/2019	Gazette

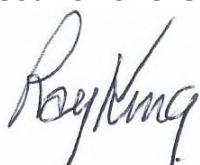
- 14.2 The following Federal Orders have been issued in conjunction with this Routine Order:

14.2.1 Instructions	1
FOI 4, 3/2019	Change to Officer Uniform Fabric Colour, Updated
14.2.2 Standing Orders	Nil
14.2.3 Circulars	1
FTC 1/2019	Training on Pathway Choices
14.2.4 Routine Orders	2
FRO 12/2019	Phasing out of Trainee Officer Rank
FRO 13/2019	Group Councils: Clarification

15.0 Important Dates for 2019-20

- **Saturday 9th December 2019** - Annual General Meeting 2019 (to be confirmed).
- **Saturday 1st February 2020** – Federal Cadet of the Year Interviews – Sydney.
- **Saturday 15th February 2020** – Council AAL – Sydney.
- **Sunday 31st May 2020** – All Units' 2019-20 Financial Returns due at Group HQ.
- **Saturday 15th August 2020** – Council AAL – Sydney (location to be confirmed)
- **Sunday 4th October 2020** – AAL Review – Gold Coast, Queensland
- **Saturday 12th December 2020** - Annual General Meeting 2020 (to be confirmed).

**Issued for and on behalf of the
Council of the Australian Air League Inc.**



Comr Ray King, MSA
Operations Commissioner