|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| B | | **Maj M Garwood RAMC**  212 Field Hospital  Endcliffe Hall  Endcliffe Vale Road  SHEFFIELD, S10 3EU.  Tel Mil: 94779 8226  Tel Civ: 01904 66 8226  Mobile: 07803 931098  [matthew.garwood218@mod.gov.uk](mailto:matthew.garwood218@mod.gov.uk) | |  |
| See Distribution: | | Reference: 212/01-08-06/ExNS18 | |
| Date: 10 Aug 18 | |
|  | |

**EXERCISE NORDIC (IMT) SERPENT 18 – ARMY MEDICAL SERVICES NORDIC SKIING AND BIATHLON TRAINING CAMP - EXERCISE INSTRUCTION**

References:

1. ASCB Ref No ASCB 428.1 dated 18 Jul 18.
2. [2018DIN07-081 ARMY ALPINE & NORDIC EXERCISES 2019](http://defenceintranet.diif.r.mil.uk/libraries/corporate/DINStraining/2018/2018DIN07-081.pdf)
3. [2018DIN07-077 ARMY EUROPEAN WINTER ACTIVITY INSTRUCTION](http://defenceintranet.diif.r.mil.uk/libraries/corporate/DINStraining/2018/2018DIN07-077.pdf)
4. LANDSO 4402 – Control and Management of Cash in Lieu of Rations (CILOR).
5. [JSP 752 Tri-Service Regulations For Allowances - Chap 6, Sect 1](http://defenceintranet.diif.r.mil.uk/Personnel/Military/Remuneration/Pages/JSP752.aspx)
6. [DIN 2011DIN06-004: Winter Tyre Requirements in Germany](http://defenceintranet.diiweb.r.mil.uk/NR/exeres/65208C6D-9BD8-41C2-BC72-F544581D394F%2cframeless.htm)
7. [ACSO 3206 dated 2016](http://defenceintranet.diif.r.mil.uk/libraries/corporate/Army/Publications/ACSO_3206.pdf)
8. [2016DIN07-132 BIATHLON SECURITY, ADMINISTRATION & TRAINING](http://defenceintranet.diif.r.mil.uk/libraries/corporate/DINStraining/2016/2016DIN07-132.pdf)
9. [LFSO 2007 dated Jun 11 - Part 7 Physical & Environmental Sy](http://defenceintranet.diif.r.mil.uk/libraries/1/Docs1/20140802.7/LFSO_2007.pdf)
10. [JSP 539 – Climatic Illness and Injury in the Armed Forces: Force Protection and Initial Medical Treatment.](http://defenceintranet.diif.r.mil.uk/libraries/library1/DINSJSPS/20130815.1/20140819-JSP_539_v2_4_FINAL.pdf)

**INTRODUCTION**

1. In accordance with Reference A, authority has been granted by the Army Sports Control Board to conduct EX NORDIC SERPENT (ExNS18), the Army Medical Services Nordic Ski Training Camp, which is to be held in Gålå, Norway over the period 24 Nov – 15 Dec 18. ExNS18 is designated as Individual Military Training and it is open to skiers of all abilities. It will provide the technical, physical and mental preparation for the series of championships of the Army Nordic Skiing Season outlined in Reference B.

**AIM**

1. **Ex Aim**. The aim of ExNS18 is to deliver the highest possible level of training and set the conditions for fulfilment of all skiers’ potential in preparation for the competition season. This will be achieved in 4 areas: basic and advanced skiing technique training, range practices, skiing specific fitness training and lectures on waxing, nutrition and race-preparation. Instruction will be provided by experienced military skiing and biathlon coaching staff along with Norwegian National Coaches.
2. **Ex Instruction Aim**. The aim of this Ex Instruction is to provide Regimental Teams and individuals with sufficient information and lead time to prepare administratively in order to participate in the Exercise. This Ex Instruction should be read in conjunction with all of the References.

**OBJECTIVES**

1. **Ex Objectives**. Regimental Teams will enter the Nordic Season with a variety of experiences and objectives, the camp will seek to cater for all aspirations and aims to:
   1. Teach novices Cross Country Skiing and Biathlon and develop the ability of intermediate/advanced skiers.
   2. Prepare Regimental Teams and Team Captains for Ex PIPEDOWN, Ex SPARTAN HIKE, Ex RUCKSACK and Ex PROTON SERPENT.
   3. Foster physical fitness, marksmanship, teamwork and determination in individuals and develop the administrative competence of Team Captains.
   4. Improve the standard of Nordic Skiing across the Army Medical Services and deliver on the Recruiting Covenant.
   5. Prepare the maximum number of AMS Teams to achieve the qualifying standard for the Army, Inter-Service and National Championships.
   6. Develop potential Nordic Instructors within the AMS.

**PARTICIPATION**

1. **Individual Military Training**. In accordance with Reference A, ExNS18 **is** classified as Individual Military Training (IMT) and hence funding is permitted at Public Expense with Budgetary approval in accordance with References C-E. All AMS Units and Individuals regardless of experience whether Regular or Reserve including those attached to a DMS establishment are entitled to participate.

1. In accordance with Reference C, IMT has been restricted to all units and individuals as follows:
   1. **Trg Camps/Corps Champs**. For Nordic, which is classed as IMT, there is a cap of **30 days maximum[[1]](#footnote-1)** for all Regiments’ and Corps’ athletes, which allows for safety and to maximize participation. This constitutes all pre-training, training and competitions conducted from unit to Corps level. However, this **does not** include the two Divisional Championships, EXs SPARTAN HIKE (SH) & PIPEDOWN (PDN) where an extra **12 days** is authorised. Nordic athletes progressing onto EX RUCKSACK are authorised a further **16 days** to accumulate a total of **58 days.**
2. **Elite Skiers**. Each Corps/Arm may select Corps level athletes to be granted an additional **7 days** of IMT in order to provide sufficient pre-training for the Army and Inter Service Championships. This is limited to **24 athletes** (12 Nordic and 12 Alpine) per Corps/Arm of either sex. A list of those chosen athletes, for authorisation to use the 7 days, will be submitted by the AMS Nordic Chairman in a separate application to ACOS ASCB via E Mail. Nominated Elite Skiers[[2]](#footnote-2) are at Annex A to this Instruction. It is requested that CO’s release those nominated skiers to attend should they be available. Those nominated Elite Skiers are to confirm their availability by 1 Oct 18 iot those placed as reserve Elite Skiers can be informed.
3. **Coaches/Officials**. Individuals (in some cases athletes) who act as coaches and officials at Corps training camps and championships are bound by the collective number of days allowance for IMT in accordance with para 4, a & b above.
4. Under no circumstances is the IMT to be aggregated to allow individuals to accrue more days away. To prevent this happening, nominal rolls for each of the events are to be submitted to ACOS ASCB via E Mail ([acos@ascb.uk.com](mailto:acos@ascb.uk.com) ) with a copy to the chain-of-command, who will scrutinise the bids before allocating and agreeing the funding under IMT.

**PROGRAMME**

1. **Key Outline Dates**.

a. Advance party arrive – 23 Nov 18.

* 1. Elite Skiers arrive – 25 Nov 18 (IMT starts the day of travel as per Reference C)).
  2. All remaining Reg & Res Teams, Instructors and Individuals arrive - 1 Dec 18 or 8 Dec 18.

e. All Teams/Individuals and Instructors depart – 15 Dec 18.

1. **Ex Programme.** The Ex programme will be issued in Norway as it is subject to change depending on snow conditions, availability of facilities and instructors. The Ex outline is as follows:
2. The Ex programme will be divided into six days of training with one day rest. A typical day will consist of a morning session from 0900 – 1230 and an afternoon session from 1330 – 1600.
3. Those individuals or teams not included as part of the Elite Skiers will only be able to attend from 1 – 15 Dec 18. This is to ensure sufficient IMT to allow them to compete at Ex PROTON SERPENT 19, the AMSSC Ski Champs in Jan 19.
4. In order to encourage an AMS Nordic Skiing club ethos, unit teams will be split into ability groups to enhance training effect. Evening lectures on equipment, ski waxing, Biathlon and nutrition for racing will also be available along with other activities.
5. Elite Skiers will have a separate programme and will receive this on arrival.
6. **Races**. ExNS18 will host formal races for all attendees. There will be both Classic and Skate races over a distance of 10km at the end of each Trg week pending course availability.
7. **Traditional Norwegian Meal**. The traditional Norwegian Meal for all participants will be held at the end of the camp. There will be an additional cost of approx. NOK 315kr per person and although not compulsory, Team Capts are encouraged to ensure maximum attendance. Strict dress codes are not enforced, jeans may be worn but regimental jumpers/polo shirts are preferable. Teams that wish to attend the meal are to annotate this on the return at Annex B.

**ARRIVALS & REGISTRATION**

**Arrival.** On arrival, Team Captains, Instructors and individuals are to report to the Ex OC at the main Visitor Centre. An exercise contact number will be issued to those attending. Those participating in ExNS18 are to complete and return Annex Bto the Ex OC by 1 Oct 18 with **all** details of their teams/individuals. This is in order to inform the local Police of those attending and also, to assist in the planning of equipment, groups and instructors.

1. **Registration**. On arrival all Team Captains will be required to provide the following:

a. Proof of insurance cover for ski racing.

b. Proof of WHT (only those competing at the Divs etc).

c. Entry Fee. An entry fee of NOK100 per person is required to offset some of the administrative cost in regards to races, refreshments etc. This is to be made payable on arrival in resort.

**MOVEMENT & TRANSPORT**

1. All movement and weapon clearances should be in accordance with Reference C.
2. **Staff Clearance**. Team Captains and individuals should clear attendance on the Ex through their Divisional G3 (PAT) chain of command in accordance with Reference C to this instruction.
3. **Diplomatic Clearance**. Diplomatic Clearance (DIPCLEAR) for the Ex (not travel through other countries) will be applied for on behalf of all teams/individuals attending the trg camp in accordance with References A & C.
4. **Transit Clearance.** Transit clearance should be sought in accordance with Reference C to this instruction.
5. **Movement**. For all those attending the Ex, including those in the Elite Skier programme, movement to the Ex is a unit responsibility and costs lay with the parent unit. Options are as follows:
6. **Road – UK to Norway**. Those units travelling from the UK to Norway by road will need to potentially transit through France, Belgium, Germany and Denmark if using either Ferry or Eurotunnel depending port of departure. Diplomatic Clearance must be sought as required to transit through these countries.
7. **By Air**. There are a few Airlines that fly to Norway however not all fly direct to Oslo (Gardermoen) which is the main airport and is easier to connect to the Norwegian National Rail routes. Team Capts should plan accordingly their flight arrival and departure times into and out of Norway so as to ensure sufficient travel time to and from Gålå. The nearest train station to Gålå is Vinstra which is approximately 20mins from the resort. Team Capts are to inform the Ex OC of their arrival and departure flight times when submitting Annex B.
8. **Coach Service**. For those travelling by air on 1 Dec 18, a 60 seat coach will be arranged to collect personnel at Oslo Gardermoen at a cost of 200 NOK/person (approx. £20). The coach will also be available for those departing 15 Dec 18. Cost is based on a full coach and Team Capts are to annotate this at Annex B if they would require this service.
9. **By Rail**. Those who are decide to travel by Rail from Oslo Gardermoen to Vinstra Rail Station, transport will be provided by in resort staff to collect from Vinstra however this will more than likely be based on a shuttle service due to limited transport already in resort. There will be a cost (approx. (NOK150). Timings for the rail service and costs can be found at the following link; [NSB.no/en](https://www.nsb.no/en/frontpage)
10. **Norwegian Road Tolls.** Norway has implemented a Toll system on all of its main roads that is unlike UK or other European Toll systems. Team Captains **MUST** register with the Toll system in advance of the Exercise and full information in English can be obtained at [www.autopass.no](http://www.autopass.no). The cost of Toll road use can be claimed back through JPA once the Toll authority finalises any team charges, some eighty days after your final day in Norway.
11. **Vehicles**. Transport to, from and during the Exercise is the responsibility of the Team Captains. Reference C & F gives full details for travelling within Germany and outlying areas and also gives advice on subsidising the units travel costs. Team Captains should also note the following:

a. **Driving Licences**. All drivers must be in possession of a UK Driving Licence and FMT 600 having passed the relevant European matrix tests. Familiarisation of driving on the continent and in cold weather is advised. Driver’s hours are to be abided by, eat sleep cards are to be maintained.

b. **Winterisation**. All vehicles must be properly equipped for winter driving; this includes snow / all-weather tyres, snow chains, anti-freeze and oil. References C & F give detailed information regarding vehicles on winter roads in Germany.

c. **Breakdown**. All vehicles should have European break-down cover. High Visibility Vests are required to be carried for all individuals travelling in a vehicle and should be worn when outside in the event of an accident/breakdown.

d. **Drink Driving**. Alcohol limits for drivers in Norway are far stricter than UK levels. Roadside checks for alcohol are frequent, and submission to a breathalyser is mandatory. Penalties for driving under the influence are severe and can lead to a prison sentence. The 0.20ml limit relates to no alcohol 12 hours before driving. A designated driver, who does not drink on the Denmark to Norway ferry, should be nominated.

1. **POL**. There are no Ex POL facilities; Unit European Shell cards are to be used. There is a shell filling station 40kms near Gålå at Tromsnesvegen 3, 2634 Fåvang as well as on the E6 main Auto Route to and from Oslo. Team Captains are to note that the Army contract is for fuel only and not oils and lubricants.
2. **Passports** All team members will be required to carry a full UK Passport. Team Captains should check the expiry dates of passports as part of initial team selection. It should be noted that the Norwegians will request an individual’s passport number in order to cover hospital bills.
3. **NATO Travel Order**. Teams are to carry a NATO Travel Order when travelling on the Ex. Team Captains should note that forms need to be produced for each individual and typed, not completed as a group. Soldiers with non UK passports must have a NATO Travel Order to support their travel; failure to do this will result in delays at border crossings.

**ACCOMMODATION**

1. Personnel will be accommodated in Gålå in self-catering chalets dependant on availability. The chalets are fully equipped with all modern conveniences. It is the Team Captains responsibility to book team accommodation however Team Captains are to be aware that the accommodation is dispersed and transport may be required to get to and from their allocated accommodation. Team Captains are also to be aware that due to the Norwegian Sprint event over the period 24-26 Nov 17, accommodation near the Arena is more than likely to be fully booked for this event so early bookings are essential to save disappointment.
2. **Gålå Booking (Gålå).** Gålåvegen 1343 supports the chalets and personnel living in the chalets may use the hotel facilities including the pool but at a cost. There is internet but a small charge may be required to use this facility. Booking and resort information of the Gålå Resort can be found at the following web address:

Email: [www.galabooking.no](http://www.galabooking.no)

1. The chalets being provided sleep up to 4-8 personnel. Units will be responsible for allocating bed spaces within their chalets and for the cleanliness of the chalets on handover.
2. **Visitor Accommodation**. Team Captains are urged to stress the importance of this Exercise as underpinning training to the Championships to their Commanding Officers. Any visitors are encouraged to attend the camp to see the training and race however it is the responsibility of the unit to provide accommodation and hosting.
3. **Shopping Facility**. In Gålå there is a local supermarket that also doubles up as a sports and hardware store. This is in easy walking distance however has limited opening hours. Those teams arriving on either 1st or 8th Dec 18 will be able to do a basic food shop in Vinstra on arrival.
4. **Departure**. Team Captains are to ensure that all outstanding bills are settled prior to their departure from Gålå.

**FINANCE**

1. In accordance with Reference C to E, those participating in IMT are entitled to normal duty allowances. All other costs incurred by units can be charged against the appropriate unit training budget (for travel and accommodation). Units should use the references combined with the funding process to justify full subsidisation of expenses incurred in the participation ExNS18.
2. **LOA**. Exercise participants are entitled to LOA at Exercise rates as per Reference C-E.
3. **LSA**. Exercise participants are entitled to LSA at Exercise rates as per Reference C-E.
4. **CILOR**. Units and Individuals should obtain their SC authority to claim for CILOR in accordance with References A, C - E (all rules and application forms are within) using Reference A as the authority for this Exercise. Team Captains should note that Nordic Skiing burns in excess of 4000 calories per day.
5. **Arctic Supplement**. As per Reference E, a supplement of 25% of the Daily Messing Rate can be claimed. Team Captains are entitled to claim the Arctic Supplement (AS) due to the Exercise being authorised, living above the snow line and in mountain huts. Applications are to be submitted through the chain of command and in advance of the Scheme.
6. **Pay Office**. There is no pay office. Team Captains must ensure that all their soldiers have the facility to withdraw money abroad or bring enough currency to last the Scheme.
7. **Grants**. The link to the new Army Command Standing Order (ACSO) 3206 for Welfare Grants can be found at Reference G.

**MEDICAL/DENTAL**

1. Nordic Skiing is potentially a dangerous sport, the CI will complete all risk assessments in accordance with Joint Services rules and Pam 21 in regards to the Biathlon range.
2. All participants of ExNS18 are to be medically fit. Medical Centres should be approached for the provision of a tailored medical pack to last for the duration of the season. Passports and European Health Insurance Cards will need to be presented at each visit. Payment may need to be made for treatment and prescriptions at the time, though this can be claimed back retrospectively depending on insurance. During the Exercise there will be two lines of medical support:
   1. **Local Doctors**. Minor injuries will be taken to the doctor’s surgery in Vinstra or Hunsdorp.
   2. **Hospital**. Major injuries (bar those requiring evacuation) will be taken to the hospital in Lillehammer or Trondheim.
3. **Med Plan**. A concise Med Plan for the Ex will be submitted to the relevant CMA. An ‘Actions On’ crib sheet will be made available to all skiers on arrival.

1. Further details of healthcare in Norway and administrative procedures can be found at [www.nhs.uk/NHSEngland/healthcarenorway/Pages/healthcarenorway.aspx](http://www.nhs.uk/NHSEngland/healthcarenorway/Pages/healthcarenorway.aspx).
2. **Dental**. All Ex participants should be dental fit before deploying on the Scheme. Civilian dental charges in Norway can be high and are often not covered by insurance arrangements.
3. **EHIC**. All team individuals are to be in possession of an EHIC card. Details on how to apply can be found at the website [www.ehic.org.uk](http://www.ehic.org.uk).
4. **Insurance**. Team Captains are required to have third party insurance and medical expenses cover (including Helicopter Medical Evacuation (HME)) for each competitor in their team, Camp and Championship entries will not be accepted without proof. They are to also ensure they have Race Insurance cover annotated on their Travel Insurance.
5. **Armed Forces Compensation Scheme (AFCS).** When participating in an authorised sport, Service personnel are representing their respective Service and therefore acting in the course of their duty. Whilst participating in Army sport all service personnel are to be aware of the cover and compensation that they are/maybe entitled to if illness, injury or death occurs through sport participation. The CofC is to strongly encourage all participants to read JSP 765[[3]](#footnote-3) and to have personal accident and third party liability insurance when participating in any winter sport activity; this is to cover incidents/accidents that are not covered under JSP 765.

**SKIING EQUIPMENT**

1. It is important that all Ex personnel are properly equipped to ski and train in harsh conditions. Advice and recommendations can be obtained from the undersigned. Team Captains are to ensure that the standard of kit is correct, failure to do so will result in soldiers being removed from training. Commanders are encouraged to ensure they are familiar with Reference J in regards to Climatic and Cold Injuries.

1. Units should endeavour to purchase their own ski equipment by using the Grants available in line with Reference G.  There is ski hire available in Gålå and this must be pre-booked by teams prior to arrival using Annex B App 1 to this Instruction. Cost for ski hire (Skis, Poles and boots) in resort for 7 days is approximately NOK 820kr. RMA Sports provide tax free equipment that can be delivered to Gålå. Rollerski.co.uk also provides equipment but only to the UK, delivery is usually within 3 working days. Details of both companies are as follows:

a. **Ski Equipment & Clothing**. Mr Bob Anderson:

RMA Sports UK Ltd, 4 Riverside Drive, Chippenham, Wilts, SN15 3XS.

Tel: 01249 65210, 07970 446293

Fax: 01249 444796.

Email: [rma@biathlonsport.com](mailto:rma@biathlonsport.com).

Web: [www.biathlonsport.com](http://www.biathlonsport.com)

b. **Roller** **Ski Equipment &** **Clothing**. Mr Iain Ballantine:

20 Brookfield, Highgate West Hill, London N6 6AS.

Tel: 07968 286129 or 020 8348 2540

Email: [info@rollerski.co.uk](mailto:info@rollerski.co.uk)

Web: [www.rollerski.co.uk](http://www.rollerski.co.uk)

**BIATHLON WEAPONS & AMMUNITION**

1. **Biathlon rifle Hire**. All units wishing to compete in the Championships are to bring Biathlon weapons hired in accordance with References C and H for the duration of the Scheme.
2. **SA80 Rifles**. SA80s **are not** to be brought to Norway.
3. **Training**. Weapon training is the responsibility of Team Captains who are to ensure that all members of their team are adequately trained and have passed their Biathlon weapon handling test (WHT) prior to deployment. According to Reference H Units should have at least one qualified Joint Services Biathlon Shooting Instructor (JSBSI) or have attended the Biathlon Rifle Trainer Course.
4. **Armourer**. There is no armourer available for the Exercise.
5. **Biathlon Range**. Teams are to note that no Biathlon training will be allowed on the range outside of organised times unless authorised by the Ex OC. All costs for the use of the complex will be covered by the Camp, however this year a small charge may apply. Advice and recommendations for range equipment can be found with the undersigned however the following is a minimum:

a. Biathlon Scope - On a tripod 15m behind the firing point.

b. Rifle Cover - European law that weapons are covered.

c. Biathlon Targets - Paper Targets for training.

d. Staple Gun - Including spare staples.

1. **Ammunition**. Ammunition is a unit responsibility and not that of the Ex OC. Units are to ensure they have sufficient .22 Ball rounds in order to conduct specific Biathlon training throughout the Exercise. Teams should bid for ammunition using this Ex Instruction as authority. Ammunition may be required for the Championships and teams should liaise with their respective QM Dept to ensure they have sufficient entitlement to cover both ExNS18 and the respective championships. They are to also ensure that demands are placed within the demand timelines.
2. **Movement & Security**. The security of weapons and ammunition is the responsibility of Team Captains. Weapons, bolts and ammunition are all to be stored, transported and locked away separately. A list of all weapon serial numbers must be carried for inspection by customs officers; rules for carriage and storage of weapons are at Reference H & I. Teams will be inspected for weapon and ammunition security during ExNS18 and subsequent Championships. Team Capts are to pass Weapon details (Serial Number and Make) on arrival to the Ex OC. Any loss of a weapon or its parts, are to be reported to the Ex OC immediately.

**SECURITY & DISCIPLINE**

1. **Personal Security**. Personal and team security is to be maintained at the highest level, whilst travelling or during the Ex. Any suspicious activity should be reported to the Ex OC, Team Captains and Norwegian civil police at the earliest possible opportunity.
2. **Dress**. No military uniform is required and therefore is not to be worn during the Exercise.
3. **Discipline**. The AMS and the resort of Gålå have enjoyed a good relationship and this is reflected by the level of support we receive for our training. All participants must be aware that they are on structured military training and representative of the British Army. Discipline is to be of the highest standard both when in transit to and from Norway and when in the Ex locations. Team Captains are to be particularly vigilant that normal standards of discipline are not dropped; a relaxed, professional ethos must never become casual. Individuals who negatively affect the training of others or bring the Camp, the AMS or the British Army into disrepute will be RTU’d at their team’s expense. Teams should expect disciplinary action if any Officer or Soldier fails the service test.

**INSTRUCTORS & ADMIN SUPPORT**

1. **Instructors** The Scheme is very fortunate to have the assistance of experienced Instructors to deliver ski and race instruction. The aims of the instructors are to:
2. Develop the Novice skier into a proficient Nordic Skier
3. Refine the technique of the intermediate and advanced skiers
4. Deliver race training.
5. **Training Team & Admin Support.** At the time of this instruction the Admin Support and those who have wished to attend as Instructors are as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Rnk** | **Name** | **Qual** | **Dates** | **Remarks** |
| Maj | Garwood | BASI L2 | 23 Nov – 15 Dec 18 | OIC Exercise/Chief Instructor |
| Lt Col | Hall |  | 23 Nov – 15 Dec 18 | OC Admin Support |
| Capt | Gillies | JS NL2 | 1 Dec – 15 Dec 18 | Instructor |
| WO1 | Haniver | BASI L1 | 24 Nov – 15 Dec 18 | Instructor |
| WO1 | Higgins | BASI L1 | 1 Dec – 15 Dec 18 | Instructor |
| SSgt | Tansey | BASI L1 | 1 Dec – 15 Dec 18 | Instructor |
| Sgt | Anderson | BASI L1 | 1 Dec – 15 Dec 18 | Instructor |
| Sgt | Jaques | BASI L1 | 1 Dec – 15 Dec 18 | Instructor |
| Cpl | Sharpe | BASI L1 | 24 Nov – 15 Dec 18 | Instructor |

1. **General Instructions**. General information for instructors and admin support is as follows:

a. **Movement**. All instructors and admin personnel are to travel under their own arrangements. Travel details are to be annotated on Annex B as required.

b. **Accommodation**. All instructors (separate from units) and admin support will be accommodated in a shared apartment with individual/joint bedrooms located in Gålå. The apartments will be fully equipped including linen.

c. **Equipment**. Instructors are to bring with them all the equipment they require for teaching Nordic skiing and Biathlon, including skis, rucksack, safety equipment and spare clothing. All instructors are to bring a mobile phone as this will assist in the event of an emergency.

f. **Documentation**. All instructors will require a passport, EHIC, UK driving licence and FMT 600 (including 4x4 endorsements) which must show that you have an up to date pass for UK and Euro matrix Test.

f. **Financial**. This instruction is the authority for LOA, LSA and CILOR. CILOR for Instructors will not be applied for by the Ex OC but must be applied for by the individual. It is not granted for travelling days.

g. **Further Action**. Further information on the training team or advice for units that have individuals wishing to take part in the Exercise as an instructor should contact the undersigned.

**MISCELLANEOUS**

1. **Withdrawal**. Any team that is forced to withdraw from the event due to work are to inform the Chairman AMS Nordic Skiing as soon as possible.
2. **Confirmation of Attendance**. Due to the nature and location of the exercise and to assist the planning with Instructor/student ratios, Units/individuals are to confirm attendance by 1 Oct 18. Any additions will not be authorised after this date.

**SERVICE SUPPORT**

1. **Personal Dress and Equipment**. Annex D provides a list of suggested items of dress and equipment to be taken by personnel for the duration of the Exercise.
2. **Stores and Equipment**. CO HQ AMS is requested to authorise the use of the stores and equipment required at Annex E to this instruction. It will be collected by the Ex OC on 21 Nov 18 and returned to the Stores on 17 Dec 18.
3. **Transport**.

* 1. **Hire Vehicle**. CO HQ AMS is requested to authorise the hire of 1 x 4x4 Hilux (or equivalent) from 21 Nov – 17 Dec 18 for the Advance Party. The vehicle is to be made available for 1300hrs 21 Nov 18 and will be signed for and collected by the Ex OC. This vehicle will be required to transport stores and equipment as per Annex E. It will also be used as an Admin/Safety Vehicle as required throughout the Ex.
  2. **Ferry & Tunnel Crossings**. CO HQ AMS is requested to authorise the booking of both Eurotunnel and Ferry travel for the Advance Party (Lt Col S Hall & Maj Garwood) as follows:

1. Eurotunnel – Depart UK - 221300NOV18

Return UK - 170001DEC18

1. Ferry – Depart Fredrikshavn (DNK) to Oslo (NOR) 230915NOV18

Depart Oslo (NOR) to Fredrikshavn (DNK) 151930DEC18

**COMMAND & CONTROL**

1. **Chairman AMS Nordic Skiing & Exercise OIC/CI**. Maj M Garwood RAMC:

212 Field Hospital, Endcliffe Hall, Endcliffe Vale Road, SHEFFIELD, S10 3EU.

Tel Mil: 94779 8226 | Tel Civ: 01904 66 8226 | Mobile: 07803 931098

MODNET: [matthew.garwood218@mod.gov.uk](mailto:matthew.garwood218@mod.gov.uk)|

{Original Signed}

M Garwood

Maj

Chairman AMS Nordic Skiing

Annexes:

* + - 1. Elite Skiers Nominal Roll
      2. Attendance Return
      3. Application for Staff Clearance/Diplomatic Clearance for AWA.
      4. Dress & Equipment
      5. Stores & Equipment

Distribution:

External:

Action:

HQ AMS – CO, Adjt\*

HQ JMC\*

HQ DPHCS\*

HQ 2 Med Bde\*

RCDM\*

1 Armd Med Regt – CO, 2IC, Skiing Offr\*

3 Med Regt - CO, 2IC, Skiing Offr\*

4 Armd Med Regt - CO, 2IC, Skiing Offr\*

5 Armd Med Regt - CO, 2IC, Skiing Offr\*

16 AA Med Regt - CO, 2IC, Skiing Offr\*

22 Fd Hosp - CO, 2IC, Skiing Offr\*

34 Fd Hosp - CO, 2IC, Skiing Offr\*

DMG (N) - CO, 2IC, Skiing Offr\*

DMG (S) - CO, 2IC, Skiing Offr\*

DMG (SE) - CO, 2IC, Skiing Offr\*

DMG (SW) - CO, 2IC, Skiing Offr\*

DAC - CO, 2IC, Skiing Offr\*

DCMH Catterick\*

DCMH Aldershot\*

DCMH Woolwich\*

DMRC Headley Court

DSPT MTG - OC

225 Med Regt – CO, Trg Maj, Skiing Offr\*

253 Med Regt - CO, Trg Maj, Skiing Offr\*

254 Med Regt - CO, Trg Maj, Skiing Offr

201 Fd Hosp - CO, Trg Maj, Skiing Offr\*

202 Fd Hosp - CO, Trg Maj, Skiing Offr\*

203 Fd Hosp - CO, Trg Maj, Skiing Offr\*

204 Fd Hosp - CO, Trg Maj, Skiing Offr\*

205 Fd Hosp - CO, Trg Maj, Skiing Offr\*

207 Fd Hosp - CO, Trg Maj, Skiing Offr\*

208 Fd Hosp - CO, Trg Maj, Skiing Offr\*

212 Fd Hosp - CO, Trg Maj, Skiing Offr\*

243 Fd Hosp - CO, Trg Maj, Skiing Offr\*

256 Fd Hosp - CO, Trg Maj, Skiing Offr\*

306 Fd Hosp – CO, PSAO, Skiing Offr\*

335 MER

Info:

British Embassy Oslo for Defence Attaché\*

BA(G) Sports Board\*

ASCB for Sec\*

SHA Army HQ\*

SO1 Med FTC\*

1(UK) Armd Div for Comd Med\*

3 (UK) Div for Comd Med\*

COS 2 Med Bde\*

G7 SO2 PD – 4X

President AMSSC\*

Chairman AMSSC\*

Secretary AMS Nordic

CRSM\*

\*By email

1. Days used in Paragraph 6(a) (ie 30 days) refer to the departure from an SP’s unit location to return (inclusive). In effect, days start to be consumed when SP begin to claim expenses (Subsistence Allowance, T&S, CILOR, LOA and/or LSA) whether in the UK or abroad; travel days are included. [↑](#footnote-ref-1)
2. Elite skiers are nominated on previous experience and results at both Div Champs and Ex PROTON SERPENT. [↑](#footnote-ref-2)
3. [JSP 765 - MOD Compensation Schemes Statement of Policy](http://defenceintranet.diif.r.mil.uk/Reference/DINsJSPs/Pages/JSP765.aspx) [↑](#footnote-ref-3)