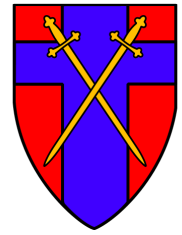




**Requirements Management Team (Gütersloh)**  
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Ref: 7100

See Distribution

5 Sep 10

**BFG ORIENTEERING COURSES SPONSORED BY THE BA(G) SPORTS BOARD**  
**OCAD USERS COURSE SAT 23 – SUN 24 OCT 10**  
**ORIENTEERING PLANNERS COURSE MON 25 – FRI 29 OCT 10**  
**ORIENTEERING BASIC SKILLS COURSE MON 25 – FRI 29 OCT 10**

**GENERAL**

1. The BA(G) Sports Board has sponsored three orienteering courses which have been confirmed and will be held at the BFG School of Health Lecture Rooms in Sennelager Training Centre (STC) as follows:

- a. Orienteering Computer Aided Design (OCAD) Users Course 0830 Sat 23 – 1600 Sun 24 Oct 10. Instructor Mr Phill Batts of EMIT UK. Maximum loading 8.
- b. Orienteering Planners Course 0900 Mon 25 – 1600 Fri 29 Oct 10. Instructor Mr Phill Batts of EMIT UK. Maximum loading 10.
- c. Orienteering Basic Skills Course 0900 Mon 25 – 1600 Fri 29 Oct 10. Instructors, Mr Dave Rollins (British Orienteering Coach) and Mr Colin Holcombe. Maximum loading 24.

2. This letter requests Unit Orienteering Officers to identify suitable individuals to attend the above courses. It is probable that personnel wishing to attend the OCAD Users Course will also like to attend the Planners Course. This will be taken in to consideration when bids are received and priorities allocated.

**COURSES**

3. The Course aims are as follows:

- a. **Orienteering Computer Aided Design (OCAD) Users Course.** This course is designed for experienced orienteers who have or will be organising and planning BFG orienteering events. By the end of the 2 day course, personnel will have the knowledge and skills to be able to update OCAD maps and use the OCAD Course Setting tool for planning and overprinting courses for BFG League events.
- b. **Orienteering Planners Course.** This course is designed for experienced orienteers who have or will be planning BFG orienteering events. The course participants will plan and organise the BFG League event on Fri 29 Oct 10. By the end of this course, participants will

have the knowledge and skills to be able to plan orienteering events suitable for the BFG League. This course will run in tandem with the Basic Skills Course and will end following the collection of the BFG League Event controls at approximately 1600 Fri 29 Oct 10.

c. **Orienteering Basic Skills Course.** This course is designed for novice orienteers who will regularly attend the BFG Orienteering League and take part in competitions within BFG or in the wider British Army competitions. By the end of the course, participants will have the knowledge and skills to be able to complete a BFG B Course. This course will run in tandem with the Planners Course and will end following the collection of the BFG League Event controls at approximately 1600 Fri 29 Oct 10.

## NOMINATIONS

4. Nominations for the courses are to be sent to the undersigned by 1600 Fri 1 Oct 10 using the proforma at Annex A. A separate proforma is required for each of the three courses – units can enter up to 2 personnel for each of the OCAD Users and Planners Courses and up to 4 personnel for the Basic Skills Course. Joining Instructions for successful applicants will be sent on Mon 4 Oct 10 to both individuals and units. It must be stressed that personnel nominated for and accepted on the courses must be free to attend throughout the period of the training. For the Planners and Basic Skills Courses, personnel must be fully fit and able to take part in orienteering training including completion of a BFG League Event on the final day (Fri 29 Oct 10).

## COURSE ADMIN

5. a. **Location.** All courses will be held in the BFG School of Health Lecture Rooms. The Planners and Basic Skills Courses will use the allocated local training areas that have been mapped for orienteering purposes.

b. **Accommodation.** With the exception of senior officers (major and above) accommodated in the NATO Offrs' Mess, all other students will be accommodated in their own unit lines or in transit accommodation within STC using sleeping bags.

c. **Messing.** Meals will either be taken in the NATO Offrs' Mess for the senior officers or the Cheshire Restaurant. Lunch for all personnel may be in the Cheshire Kitchen with the exception of the final day when lunch will be a packed meal. Meals are all PAYD.

d. **Transport.** Units must be self sufficient for their own transport to and from the Courses. The GTO will be requested to provide 2 minibuses for use by the Planners and Basic Skills Courses. 2 LSR will be providing one minibus.

## ASSISTANCE

6. Lt Col (Ret'd) Farrow will be unable to provide assistance to the instructors throughout the period of the courses. It is requested that units applying for the courses contact Lt Col (Ret'd) Farrow in order to give him an indication of the help their unit may be able to provide. The following assistance will be required:

a. Minibus drivers x 2. Can take part in the courses.

b. Car driver.

c. An experienced orienteer(s) to assist instructors in setting out courses (they can also attend some of the training and will gain significant experience interacting with the instructors).

**Original Signed**

T R FARROW  
Lt Col (Ret'd)  
Chairman BFG Orienteering

Annex:

A. BFG Orienteering Courses Vacancy Application Form.

Distribution:

All BFG Orienteering Officers  
All known BFG Orienteers

Copy to:

Brig J Watson (President BFG Orienteering)  
Secretary BA(G) Sports Board

**BFG ORIENTEERING COURSES VACANCY APPLICATION FORM**

From: UIN:

To:

Lt Col (Ret'd) T R Farrow  
RMT (Güt), Estate Branch, UKSC  
Building 9, Catterick Barracks  
BFPO 39

Tel: 94881 3141  
E.mail: UKSCG-Estate-RMTC-TmLdr-C1 ([tony.farrow385@mod.uk](mailto:tony.farrow385@mod.uk))

| COURSE APPLIED FOR (TITLE) |      |      |            |                               |               |
|----------------------------|------|------|------------|-------------------------------|---------------|
| NOMINATIONS                |      |      |            |                               |               |
| Number                     | Rank | Name | Regt/Corps | Accn Reqd<br>(show if female) | Unit Priority |
|                            |      |      |            |                               |               |
|                            |      |      |            |                               |               |
|                            |      |      |            |                               |               |
|                            |      |      |            |                               |               |

Unit Orienteering Officer or POC:

Rank and Name:

Contact Tel No:

Contact E.mail: