

| <b>Defence Instructions and Notices</b><br>(Not to be communicated to anyone outside HM Service without authority) |  |
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| <b>Title:</b>  | Exercise HIGHLAND EXPRESS 2017   |
| <b>Audience:</b>   | All Service personnel, especially Commanding Officers and Adventurous Training Officers, Expedition Leaders and Formation PDev Officers.   |
| <b>Applies:</b>  | Immediately  |
| <b>Expires:</b>  | 01 Sep 17  |
| <b>Replaces:</b>   | N/A  |
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| <b>Content:</b>  | Adventurous Training Ocean Sailing Expedition  |
| <b>Sponsor:</b>  | Joint services Adventurous Sail Training Centre (JSASTC)   |
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| <b>Local Keywords:</b>   | Adventurous Training, Offshore Sailing, Sailing Expedition, West Coast of Scotland, Sigma 38, Contessa 38, Adventure, RYA Competent Crew, JSASTC   |
| <b>Supplements:</b><br>(Please click on the links to access >>>> )   | <a href="#">Annex B: Application Form</a>  |
| <b>Related Info:</b>   | <a href="http://defenceintranet.diif.r.mil.uk/Reference/DINsJSPs/Pages/JSP419.aspx">http://defenceintranet.diif.r.mil.uk/Reference/DINsJSPs/Pages/JSP419.aspx</a>  |
| <b>Classification:</b>   | OFFICIAL   |

## **OFFSHORE SAILING - EXERCISE HIGHLAND EXPRESS 2017**

### References:

- A. JSP 419.
- B. RN-BR d 51 Vol 3 Royal Navy AT Policy.
- C. Army -AGA1 Vol 1 Chap 11.
- D. RAF-AP 3342 Section 5 RAF AT Policy.
- E. JSP 419 Part 2 Chapter 3 Annex C. Insurance for Adventurous Training Activities.
- F. JSP 950 Leaflet 1-2-12 1 Assessment of Medical Suitability to Attend Courses and Training.

## Introduction

1. Exercise HIGHLAND EXPRESS 2017 is a Joint Services Adventurous Sail Training Centre (JSASTC) exercise taking place from 02 May to 05 Sep 2017. JSASTC will deploy 2 sail training yachts for the 2017 exercise. The exercise will be conducted in accordance with Joint and Single Service Policy, References A-D, and also relevant is Reference E.
2. The aim of the exercise is to develop adequate rigour, robustness, initiative and leadership to deliver the resilience that military personnel require on operations. It is open to all Regular and Reserve personnel.

## Exercise Outline

3. The exercise comprises of 4 elements, as follows:

- a. **Delivery Leg.** Both yachts will be delivered to Scotland from JSASTC Gosport by delivery crews to Dunstaffnage Marina near Oban. This challenging delivery leg offers the Skippers and crews the opportunity to undertake longer passages RYA mile building and qualifying purposes. It may be undertaken as 2 separate single week exercises, with a crew change mid-way, or as a single 2 week exercise for one crew.
- b. **Dunstaffnage Marina Oban Based Expeditions.** The main element of the exercise will be on the West Coast of Scotland using Dunstaffnage Marina, Oban, as a base for weekly expedition legs. Applications for more than 1 week will also be considered as will unit charters of both yachts for a cruise in company. Skippers will be able to choose their own sailing/passage plan, returning to Dunstaffnage marina Oban only for the next crew change.
- c. This exercise represents an excellent opportunity for crews to sail in a challenging environment of outstanding natural beauty, which includes the waters round Mull, Skye, the Small Isles, and the Hebrides. Skippers and crews will be responsible for organising their own transport to and from the yacht, Boat float, Mooring Fees and Cash In Lieu of Rations (CILOR) etc.
- d. **Return Leg.** The return delivery leg from Dunstaffnage to JSASTC Gosport is another challenging and demanding leg that offers the Skippers and crews the opportunity to undertake longer passages for RYA mile building and qualifying purposes. It may be undertaken as 2 separate exercises, with a crew change en route, or as a single exercise for one crew. The yachts will be handed over to Leg 16 at Dunstaffnage Marina Oban on Tue 22<sup>nd</sup> Aug and it must arrive in Gosport no later than Tue 05<sup>th</sup> Sept 17.

Details of the legs and provisional costs can be found at Annex A.

4. **CT 38 Yacht Familiarisation 1 Day Package at JSASTC.** To comply with the Maritime and Coast Guard Agency Regulations MGN 280 Small Vessels in Commercial Use, Annex 7 and 8 there is a requirement to ensure that the yachts are handed over to a chartering skipper and crew that fully comply with the regulations laid down in MGN 280. As it's not possible for JSASTC to comply fully with the above regulation for remote deployments such as Ex HIGHLAND EXPRESS there is a requirement for skippers to attend a 1 day familiarisation course at Gosport for two 38 ft yachts being used. **It should be noted that the CT 38 1 day course is compulsory for all skippers on Ex HIGHLAND EXPRESS.**

5. For further information on the MGN 280 regulations see the Maritime and Coastguard Agency website. <https://www.gov.uk/government/publications/mgn-280-small-vessels-in-commercial-use-for-sport>
6. **CT 38 Yacht Familiarisation Course Booking.** Skippers are to apply for the JSASTC CT 38 course using the Online Booking System (OBS) which is available on the ATG (A) website via the Defence Gateway <https://www.defencegateway.mod.uk/>. Applicants will be selected by JSASTC, with those allocated a leg on Ex HIGHLAND EXPRESS being given the highest priority. The courses are open to all other skippers and Ex HIGHLAND EXPRESS mates, subject to spare capacity. Furthermore, applicants should be aware that courses will not be loaded until the 'bid by' date listed on the OBS.
7. **Unit Charter:** The yachts will be available for a 1 week unit charter from a Tuesday to a Tuesday where indicated in Annex A.
8. **Individuals:** Bids will be accepted from Individuals especially those with RYA qualifications as often there is a requirement to find qualified Skippers and Mates. These are great for individuals who want to gain experience in order to gain further RYA qualifications. **Individuals from Yachtmaster to Novice are encouraged to apply**

**The following criteria will apply to a unit charter.**

- a. **Skippers:** The skipper must be RYA Yachtmaster Offshore or Yachtmaster Coastal Skipper holding SRC(VHF/DSC) and First Aid and have attended the 1 day CT Familiarisation course at JSASTC.
- b. **Mate:** The mate must be a minimum of a RYA Day Skipper
- c. **Crew:**
- (1) **HMSTC REDCOAT** (Sigma 38) is coded for a minimum of 6 crew and a maximum of 8 crew. At least 1 crew member must be RYA Competent Crew qualified.
- (2) **HMSTC GAWAINE** (Contessa 38) is coded for a minimum of 6 crew and a maximum of 8 crew. At least 1 crew member must be RYA Competent Crew qualified.
- d. **Passage Plans/Yacht Movement:** Yacht movement and Passage plans will be submitted in advance by skippers to JSASTC with cruising limits placed on Yachtmaster Coastal skippers.
- e. **CILOR:** Units are to provide CILOR
- f. **Fuel & Gas bottles:** The yacht will be taken over with full fuel tanks and full gas bottles (1 in use & 1 full) Skippers are to then fill tanks and gas bottles on return in preparation to handover to the next skipper. **This is at unit cost.**
- g. **Mooring Fees:** These are at unit cost.

## Eligibility

9. This exercise is open to all Regular RN, Army, RAF and Reserve Forces personnel (normally only those personnel who qualify for COs certificate of efficiency/bounty) and URNU/University Officer Training Corps/UAS personnel. Novice sailors are particularly encouraged to apply alongside experienced personnel with RYA qualifications. **Both unit and individual bids are encouraged.** Offshore sailing is both physically and mentally demanding and therefore volunteers should have:

- a. A true spirit of adventure.
- b. Be willing to live in harmony with others in confined, uncomfortable and sometimes wet and arduous conditions.
- c. Be in-date for the appropriate Service Fitness Test; including a JS AT Swim Test (JSATST).
- d. Be medically fit for active service (MFD) overseas or have formal approval if below MFD.
- e. Possess an up to date passport that will remain in-date until six months after their exercise leg ends. **(Delivery Legs only)**

NB. If a pregnant Servicewoman wishes to participate in adventurous training, specific clearance must be obtained in writing from a Medical Officer (MO) and endorsed by her unit Chain of Command. If applying to attend Ex HIGHLAND EXPRESS, JSASTC must be informed via the Project Officer at the time of application or when the servicewoman confirms she is Pregnant, the final decision will rest with OIC JSASTC, having considered JSP 375, Part 2, Vol 1, Ch 20.

10. **Diplomatic/Security Clearance Northern & Southern Ireland.** If either the delivery or return leg crews plan on visiting either Northern or Southern Ireland they must inform the Project Officer at least 9 weeks in advance so that Diplomatic and security clearance can be obtained.

## Funding & Finance

11. **Unit Bids :** Units wishing to charter the yacht will be required to pay an refundable deposit of **£150.00** and a charter cost of **£50.00**. The £150.00 refundable deposit which equates to the cost of mooring the yacht in Dunstaffnage marina will be forfeited, should a unit cancel their booking and no replacement can be found. The deposit will be refunded at the end of the leg once a short PXR has been sent to the Project Officer.

The total cost with refundable deposit and charter cost is **£200.00** cheques payable to **“JSASTC”** at the time of booking.

12. **Individual Bids.** The individuals who wish to apply for a place on the exercise will be married up with those units/Skippers who cannot find enough crew or are lacking key qualified personnel. The individual will then pay a contribution to the unit/Skipper towards yacht costs; they will also need to provide their own CILOR. **(See Annex A Leg 8)**

13. **Funding Support.** Participants may approach their chain of command for support from Public Funding, or approach sources of NPF for help. These include unit, formation, Service and pan-Service NPFs. Guidance is offered, however, there are many other sources which are not listed below.

- a. **RN.** RNRM Lottery participants should normally expect to receive a contribution after completion of the exercise but must apply in advance of the exercise in order to ensure approval of the grant. AB and JNCOs for whom this process represents a barrier to participation should contact the Project Officer.
- b. **Army.** Funding support for Army personnel is found in AGAI Vol 1 Ch 11 part 5 sect 11.082 this accurately signposts units and individuals to the appropriate funding avenues. Further guidance can be obtained from the unit AT Officer/ RATO or through the RC Ops Engt SO2 AT.
- c. **RAF.** Personnel should seek advice from their Station AT Reps/PED Flights, and apply using AT Form AT8.

14. **Payment Process.** The following process will be used.

- a. **Unit Charter:** A refundable deposit of £150 and a charter cost of £50.00 total £200.00 per unit is required with initial applications. Cheques should be made payable to “**JSASTC**”. This deposit will be forfeited if a unit withdraws and a replacement unit cannot be found to charter the yacht.
- b. **Individuals:** Individuals will be required to pay a contribution to the Unit/Skipper of the leg they are allocated as highlighted above.
- c. If units unable to take up their allocated place for whatever reason, every effort will be made to substitute units. Additionally, should a unit or individual reserve not be found to fill the place, the unit will forfeit the full cost of the deposit. **Therefore, it is essential that applicants take out personal insurance, to cover this eventuality.** This cover should also extend to unavailability of the yacht through technical difficulties (details can be found in Reference E). Note: It is not necessary to take out specialist insurance which covers Offshore Sailing.

15. **LSA and Subsistence.** Units and Individuals should consult JSP 752. Tri Service Regulations for Allowances and seek advice from unit admin staff.

16. **CILOR.** Units/ individuals should consult JSP 456 Volume 2 Chapter 7 Defence Catering manual and unit admin staff in order to apply for CILOR. **Units/Individuals will need to book this early and warn off budget managers in advance preferably before the start of the financial year.**

17. **Personal Insurance Cover.** Service personnel taking part in AT, formally approved under JSP 419 (Joint Service Adventurous Training (JSAT) Scheme), are considered to be engaged in the course of their normal duties and the MOD will accept vicarious liability for any negligent actions or omissions committed in the performance of those duties. MOD will facilitate medical treatment for personnel whilst undertaking AT including, if necessary, medical evacuation, family visits, and, in the event of a fatality, repatriation of the body. This may include rescue/recovery from the accident site where necessary. The MOD will not accept liability for any negligent actions or omissions committed by personnel in their personal capacity, for any associated costs, e.g. any additional medical expenses, hotel

accommodation or travel costs for relatives, or for the loss of or damage to, personal property (unless caused by MOD's negligence). As a result of this limited cover, participants are strongly advised to purchase additional insurance having consulted Reference E.

18. **UK Based Travel.** Travel to and from Dunstaffnage Marina near Oban Scotland is expected to be at unit expense. Individuals should contact their local UPO or Admin Office for advice and authority to travel. Individuals are responsible for the cost of travel from the marina. Travel advice, car parking, hire car drop off and marina information will be given by the Project Officer.

### **Fitness to Attend**

19. **MFD.** Personnel applying who hold a Medical Deployment Standard (MDS) of Medically Fully Deployable (MFD) should apply as per the application form. In accordance with JSP 950 all those who are MFD are categorised as 'Stage 1' Assessment of Fitness to Attend, i.e. self-certifying as MFD confirmed by the CO when approving the application. This process is self-contained within the normal application process.

20. **MDS Below MFD.** Those who are categorised with a MDS of less than MFD should process applications initially as a 'Stage 2' Assessment. Applicants should engage with their CO, MO and the JSASTC Project Officer to assess suitability to undertake the training. It will be necessary to confirm limitations that may apply, and the management of associated risks. This may then proceed to a 'Stage 3' Assessment; this will likely be needed for WIS. We will work with the CoC to endeavour to load those below MFD on the exercise if the applicant's CO supports the participation.

21. **Joint Service AT Swimming Test (JSATST).** The JSATST is the minimum requirement for participation in water-based AT, confirmed in Reference A. Prior to the conduct of the exercise the participant's CO is to ensure that the applicant can swim and has passed the relevant swim test. The JSATST is to be conducted at Unit level under the supervision of Unit PT/Ped staff and needs only be undertaken once. The JSATST consists of the following:

- a. Deep water entry wearing light clothing.
- b. 50m swim wearing light clothing in a maximum of four minutes.

22. **JPA Access.** All participants must maintain NOK information on JPA.

### **Crew Selection**

23. As highlighted the strict manning standards for HMSTC REDCOAT & GAWAINE are listed below:

- a. Skipper – Skippers must hold RYA Yachtmaster Offshore YMO or Yachtmaster Coastal Skippers YM Coastal, attended the 1 day CT 38 Familiarisation course, hold a Short Range Radio SRC (VHF/DSC) and First Aid Certificates.
- b. First Mate – The first mate must hold the minimum of RYA Day Skipper or above. **A Yachtmaster Coastal Mate will be required for the delivery/return leg.**

C. Crew – The yachts are coded for manning minimum of 6 and maximum of 8 including the skipper, mate, the remaining crew will be made up of various levels of experience, but must include at least 1 RYA Competent Crew.

## **Command and Control**

24. **Exercise Sponsor.** Ex HIGHLAND EXPRESS 2017 is a JSASTC sponsored exercise.

25. **Joint Service Adventurous Training Form Alpha (JSATFA).** The JSATFA will be completed by JSASTC and under no circumstances are units allocated legs to submit their own leg JSATFA to obtain grant and funding as this causes confusion.

26. **Delivery Duty Holder (DDH).** The Delivery Duty Holder (DDH) authority for Ex HIGHLAND EXPRESS 2017 is Cdr (Retd) N Trundle OIC JSASTC.

## **Application and Communication**

27. **Application and Selection Process.** Application forms can be obtained from this DIN. All units/ personnel must submit an application form in the format at Annex B, with CO or delegated authority's approval. Applications must be accompanied by a cheque for **£200 for each yacht** which can be accepted by a UK bank. Selections will be made by JSASTC using 'military judgement' to select a crew which will produce the optimum training impact, a fair allocation to the three Services and a suitable spread of ranks and experience.

28. **Unit Allocated Legs.** Unit allocated Legs may still have crew places available; in particular for the command appointments (Mate and RYA Comp Crew). There may also be novice crew gaps to fill. Please contact the Project Officer for further advice.

29. **Joining Instructions (JIs).** JIs will be published and sent electronically in order to allow early preparation to book transport etc.

## **Project Officer**

30. The Project Officer for exercise **HIGHLAND EXPRESS 2017** is:

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Annexes:

- A. Exercise HIGHLAND EXPRESS 2017 (Legs and Costing).
- B. Application to participate in exercise HIGHLAND EXPRESS 2017.



**EXERCISE HIGHLAND EXPRESS 2017 (LEGS AND COSTING)**

| Leg | From/To                     | Dates               | Duration<br>(Weeks) | Cost               | Remarks   |
|-----|-----------------------------|---------------------|---------------------|--------------------|---|
| 1   | Gosport to Dunstaffnage     | 02 May – 16 May 17  | 2                   | £200<br>Note 1     | Delivery Leg  |
| 2   | Dunstaffnage - Dunstaffnage | 16 May – 23 May 17  | 1                   | £200<br>Note 1     |   |
| 3   | Dunstaffnage - Dunstaffnage | 23 May – 30 May 17  | 1                   | £200<br>Note 1     |   |
| 4   | Dunstaffnage - Dunstaffnage | 30 May – 06 Jun 16  | 1                   | £200<br>Note 1     |   |
| 5   | Dunstaffnage - Dunstaffnage | 06 Jun – 13 Jun 16  | 1                   | £200<br>Note 1     |   |
| 6   | Dunstaffnage - Dunstaffnage | 13 Jun – 20 Jun 16  | 1                   | £200<br>Note 1     |   |
| 7   | Dunstaffnage - Dunstaffnage | 20 Jun – 27 Jun 16  | 1                   | £200<br>Note 1     |   |
| 8   | Dunstaffnage - Dunstaffnage | 27 Jun – 04 Jul 17  | 1                   | £200<br>Note 1 & 3 | <b>JSASTC sail<br/>Training week<br/>See note 2</b> |
| 9   | Dunstaffnage - Dunstaffnage | 04 Jul – 11 Jul 17  | 1                   | £0.00<br>Note 3    | JSASTC Maint<br>Week                                |
| 10  | Dunstaffnage - Dunstaffnage | 11 Jul – 18 Jul 17  | 1                   | £200<br>Note 1     |   |
| 11  | Dunstaffnage - Dunstaffnage | 18 Jul – 25 Jul 17  | 1                   | £200<br>Note 1     |   |
| 12  | Dunstaffnage - Dunstaffnage | 25 Jul – 01 Aug 17  | 1                   | £200<br>Note 1     |   |
| 13  | Dunstaffnage - Dunstaffnage | 01 Aug – 08 Aug 17  | 1                   | £200<br>Note 1     |   |
| 14  | Dunstaffnage - Dunstaffnage | 08 Aug – 15 Aug 17  | 1                   | £200<br>Note 1     |   |
| 15  | Dunstaffnage - Dunstaffnage | 15 Aug – 22 Aug 17  | 1                   | £200<br>Note 1     |   |
| 16  | Dunstaffnage - Gosport      | 22 Aug – 05 Sept 17 | 2                   | £200<br>Note 1     | Delivery Leg  |

**Notes:**

1. The Unit charter cost is a £150.00 refundable deposit and £50.00 charter cost.

**2. This will be a JSASTC Day Skipper/Comp Crew course and Experience week contact Project Officer for further details.**

3. JSASTC only maintenance week.