

## DEFENCE INSTRUCTIONS AND NOTICES

(Not to be communicated to anyone outside HM Service without authority)

**Title:** Nijmegen Marches 2010  
**Audience:** RN, RM, Army, TA, RAF, RAuxAF, Cadet Organisations  
**Applies:** Immediately  
**Expires:** August 2010  
**Replaces:** Not Applicable - previous DIN expired Aug 09

**Reference:** 2009DIN07-124  
**Released:** September 2009  
**Channel:** 07 - Training and Education  
**Content:** Application Instructions for the NIJMEGEN Four Day International Marches 2010  
**Sponsor:** SO2 J7 Trg, UKSC  
**Contact:** Sqn Ldr D M POLLOCK, SO2 J7 Trg, 94872-2374, +49 (0)2161 472 2374

### General

1. The 94th Nijmegen International Four Day Marches will take place over the period 20-23 Jul 10 in the Netherlands. Teams and Individuals from all Services and Cadet Organisations are invited to form part of the British Military Contingent (BMC).
2. BMC participation in the Nijmegen Marches is sponsored by the Army as a form of military training. It has long been recognized as an excellent event in which teams have to exhibit a variety of military competences, including leadership, man-management and teamwork, together with physical and mental resilience. In addition, the British Military are rightly held in high esteem by the military staffs of the other participating nations and all personnel will be expected to uphold this tradition. Participants are required to march approximately 40km over different routes on each of the 4 marching days. All BMC participants who complete all of the 4 days are to participate in the traditional end of March parade through the centre of Nijmegen.
3. The BMC Committee is responsible for the administration of the BMC, registration of its teams and authorising qualifying events. The Committee, chaired by the Head of the UK Delegation, Brig J F Watson MBE includes the CO BMC, BMC Coordinating Officer and the Nijmegen Marches Registrations Officer (NMRO). In addition, the Nijmegen Marches Coordinating Officers (NMCOs) named below also act as sponsors for teams entering under their remit.

<b>CO BMC</b>  Wg Cdr I P Woodhouse MBE RAF Nijmegen Marches Chief of Staff OC Training Analysis Centre Kermode Hall RAF Halton Aylesbury, Bucks HP22 5PG Military Tel: 95237 6363 Civilian Tel: 01296 656363 Mil Email: HAL TAC-OC Civ Email: <a href="mailto:tac-oc@halton.raf.mod.uk">tac-oc@halton.raf.mod.uk</a>	<b>BMC Coordinating Officer and Land NMCO (Army, TA, RN, RM, CCF and ACF Units)</b>  Sqn Ldr D M Pollock LAND NMCO SO2 J7 UKSC BFPO 140  Military Tel: 94872 2374 Civilian Tel: 0049 (0)2161 472 2374 Mil Email: RESG-HQ-J7-SO2 Civ Email: <a href="mailto:bmc.nmco.land@googlegmail.com">bmc.nmco.land@googlegmail.com</a>
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<p><b>NMRO</b></p> <p><b>Flt Lt K S Marshall</b>  <b>BMC Registrations Officer</b>  <b>Royal Air Force Lyneham</b>  <b>Chippenham</b>  <b>Wiltshire SN15 4PZ</b></p> <p><b>Civ Email: <a href="mailto:bmc.register@googlemail.com">bmc.register@googlemail.com</a></b></p>	<p><b>RAF NMCO</b>  <b>(RAF, RAuxAF, UAS) and ATC Units</b></p> <p>Flt Lt B Livesey  <b>Royal Air Force Kinloss</b>  <b>Forres, Morayshire IV36 3UH</b></p> <p><b>Civilian Tel: 07815 062082</b>  <b>Civ Email: <a href="mailto:bmc.nmco.raf@googlemail.com">bmc.nmco.raf@googlemail.com</a></b></p>
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### Entry Instructions

4. The 2010 BMC administration will be conducted via e-mail or through the BMC's Nijmegen website. **All units wishing to enter a team or individual marcher are to complete the Initial Entry Form at Annex A and forward the application (via email) to their CO(s) for approval, who should state "entry approved" or similar on the email trail. Once this has been annotated the application is to be forwarded once more, this time to the NMRO, copied to the relevant Land or RAFNMCO, not later than 20 Mar 10. All emails should be "forwarded" to ensure that original attachments remain in email trails. Electronic copies of Annex A can be downloaded from the BMC website: <http://www.bfgnet.de/Community/nijmegen.htm>**

Where teams consist of members from multiple units, approval will be required from all affected COs. By stating "entry approved", COs are committing themselves to paying food and accommodation charges (see para 19) from their UIN(s) for all personnel included ON THE INITIAL ENTRY FORM, regardless of whether that individual eventually travels to Nijmegen. Entries that do not show an email trail to their CO(s) will be rejected and returned. Methods of payment are stated at para 17.

5. The contact details submitted on the Initial Entry Form at Annex A will be used by the BMC Committee to pass important information to the team or individual. It is therefore critical that these details are correct and that the email accounts are frequently monitored. Email addresses are to be civilian or IGS enabled as work for the BMC is carried out during off-duty hours. Given the current operational tempo, it is essential that the unit POC is able to meet deadlines listed at para 23 and able to respond to emails between 1 Jan 10 to 30 Jun 10. These deadlines are to meet the Netherlands host nation requirements (civilian and military) and are not flexible to take into account unit commitments.

### Team Composition

6. Each official BMC team is to consist of at least 11 marchers (male, female or mixed), including the team leader. Units may bid for between 11 and 15 places, with participants aged, without exception, at least 16 years old on 17 Jul 10. Team leaders are to hold the minimum substantive rank of Sgt but should ideally be a commissioned officer. However, Units without an officer or SNCO to act as team leader, or having less than 11 marchers, may still submit an entry. At the discretion of the relevant Land or RAF NMCO, such teams will be combined with another and/or allocated a team leader as appropriate.

### Dress Regulations

7. All BMC personnel will be on duty for the period and are to wear military uniform. Annex D to The Joint Service Information and Entry Procedures (available from the BMC website) states the necessary Dress Regulations. In summary, Marching Dress comprises: Beret, CS95 Shirt and Trousers (T-Shirt is not to be worn without Combat Smock), and Black Hi-Leg Boots; the Annex also contains details of the dress requirements for the Opening Ceremony and Formal Receptions. Anyone registering for the Nijmegen March as a civilian participant is not considered to be part of the BMC and is not permitted to wear uniform.

### Non-marching Drivers

8. Teams are to consider using alternative transport to minibuses. The BMC will take no responsibility for non-marching drivers and their vehicles and responsibility for arranging non-marching driver accommodation and messing remains with the parent unit. Marchers are permitted to self-drive their team; however, no marchers, whether undertaking a qualification event or the Nijmegen Marches are permitted to drive for 12 hours after marching.

### Insurance Cover

9. It is now mandatory for all official ATC entrants to have sickness/medical insurance cover for the event. Although not mandated, CCF and ACF teams are also advised to follow this direction. It is the responsibility of all team leaders to ensure that health care and insurance requirements are met and that all selected team members are covered. In addition to any insurance cover, all BMC participants are to carry the European Health Insurance Card (EHIC). The EHIC is obtainable at most Post Offices or via the internet at <http://www.ehic.org/apply.html>.

### Carrying Weight

10. All male marchers born between 1 Jan 61 and 31 Dec 91 are to carry British Military-style webbing/Bergen ballasted to 10kg dead weight. This weight is not to include water, food or other consumables but will include the weight of the Webbing/Bergen. Webbing/Bergens are liable for periodic weight checks by the organizers, and marchers with less than 10kg dead weight may be disqualified. Teams are therefore to train with weight from the outset. BMC female marchers do not have to carry weight.

### Individual Participants

11. BMC participation in the Nijmegen Marches is primarily a team event. It follows therefore, that taking part as an Individual entrant is a privilege, not a right and permission to march will be at the discretion of the relevant Land or RAF NMCO, taking into account their previous experience. Personnel wishing to be considered as an individual are to send their details by email to the appropriate NMCO for approval Individual entrants will be expected to provide support to other BMC participants during the Marches and will be tasked by OC Route Support for at least one day of the Marches to act as a "Route Sweeper", to ensure that all BMC participants are accounted for at the end of the marching day. The BMC may also combine individual entrants with a team, if necessary, to maintain the viability of the team.

### Selection Criteria

12. The Nijmegen Marches is a high profile and physically demanding event for which a first class turnout and impeccable marching discipline are essential. A gradual and sensible training programme is the only way to ensure success. Only teams and individuals who have successfully completed a recognised qualifying event of at least 2 consecutive days will be selected by the BMC Committee to go forward to the main Nijmegen Marches in July.

### Qualifying Events

13. There are 3 formal qualifying events available to teams and any one of these may be used, as each mirrors closely the preparation and standards required for success at Nijmegen. These events are:

- a. The RAF Walking and Road Marching Association (RAFWARMA) 2-Day March at DCAE Cosford on **24-25 Apr 10**.
- b. The Scottish Garelochhead 2-Day March at Garelochhead Training Camp on **1-2 May 10**.
- c. The British Forces Germany (BFG) 2-Day March at JHQ Rheindahlen on **6-7 May 10**.

14. Successful completion of one of these events is compulsory. Team leaders are to inform the NMRO of successful qualification as soon as possible after the respective qualification event. Exceptionally, teams may be allowed to qualify at other formally organised events, but only if specifically authorised in advanced by CO BMC, through the NMRO. Team leaders will be required to provide written proof that each member of the team is properly qualified. **These qualification events are run independently of the BMC. Entry to each event is a separate process and not part of the BMC Initial or Final process.** In the event of BMC entries for the Marches being over subscribed, priority will be given to those whom have completed one of the formal qualifying events listed at paragraph 13.

### First Time Team Leaders (FTTL)

15. Historically, the teams with the highest drop-out rates are those who have done little training or are led by a FTTL, even if the leader had previously completed the Nijmegen Marches. Therefore, all officers/SNCOs who will be leading a team for the first time and those personnel wishing to enter as individuals are encouraged to attend the RAF 2-Day Marches Marshals Event/FTTL Weekend at DCAE Cosford on 27-28 Mar 10. Attendance is mandatory for any FTTL intending to qualify either themselves and/or their team members at any event not mentioned in para 13.

### Application Details

16. Further details for applications to the formal qualifying events are available through the relevant Land or RAF NMCO, or via the following websites:

- a. RAF 2-Day March or Marshals Event/FTTL application forms can be downloaded from the RAFWARMA Website at [www.rafwarma.org.uk](http://www.rafwarma.org.uk) or via email to [events@rafwarma.org.uk](mailto:events@rafwarma.org.uk)
- b. BFG 2-Day March. Teams and Individuals are to forward a request for details to SO2 J7 Trg, UKSC at the address above or download the application forms from the Nijmegen Web-Site at <http://www.bfgnet.de/Community/nijmegen.htm>.
- c. Scottish Garelochhead 2-Day March. Send an email to [dpc20@msn.com](mailto:dpc20@msn.com) to request an application form, or via their website [www.scottish2daymarches.co.uk](http://www.scottish2daymarches.co.uk).

## Charges and Allowances

17. Nijmegen Marches Entry Fee. The Netherlands civilian organisation responsible for the Nijmegen Marches charges an entry fee to all participants. In order to cover currency transfer costs the BMC Nijmegen Entry Fee for participants will be approximately £42 per person, payable with the Initial Entry application as shown below (BACS or Cheque). Fees are to be paid from non-public funds and are non-refundable.

Land Entries  Account Number: <b>180869</b> BLZ: <b>31050000</b> IBAN: <b>DE62 3105 0000 0000 1808 69</b> BIC: <b>MGLSDE33</b> "RSU Central Bank " Send to the NMCO Land	Payment Methods:  BACS: Quote your team name as reference  or, Cheques payable to:	RAF Entries  Sort Code: <b>54-10-23</b> Account Number: 12093513  "RAF Nijmegen Fund" Send to the NMCO RAF
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18. The number of participants declared to the Dutch Authorities is based upon these figures. Consequently, the number of participants declared against each UIN on the Initial Entry Form will be that required in payment, regardless of whether everyone entered on the form actually travels to Nijmegen. The only exception to this rule would be if teams or individuals are subsequently refused places due to the event being over-subscribed when the BMC Final Entries are made.

19. **Accommodation and Messing Charges.** Accommodation and messing at Heumensoord Camp has been declared as Field Conditions. Consequently, both food and accommodation are payable from public funds. The Netherlands Military charge the BMC approximately £200 per person for accommodation and messing. These charges will be based on the numbers entered on the Initial Entry form, and will be paid directly to the Netherlands Military authorities as follows:

- a. Centrally for Land sponsored participants **only if participants arrive in Nijmegen**. Individual unit UINs will be billed for any participants failing to arrive in Nijmegen, based on the numbers submitted to the NMRO on the Initial Entry Form.
- b. From individual Unit UINs for RAF sponsored participants and centrally by HQ Air Cadets for official ATC marchers. Charges will be made against UINs for all numbers submitted to the NMRO on the Initial Entry Form. This includes those arriving in Nijmegen and those who fail to turn up.

All team leaders and individual entrants are to ensure that the UINs quoted are accurate and that the appropriate budget holder has agreed to pay the charges. Living-in personnel who are paying food and accommodation charges may be eligible for a refund for the period of detachment to Nijmegen.

## Final Details of Marchers

20. The BMC is required to confirm the full details of marchers to the Netherlands Authorities by no later than 31 May 10; with the exception of withdrawals, no changes will be permitted after this date.

## Confirmation of Entry

21. The BMC website will keep team leaders informed of the progress of their application. The team will only be allocated a confirmed space in the Marches upon receipt of the Final Application (Stage 2). Spaces are limited and teams should not delay sending their Final Application once the team has gained qualification. Spaces will be filled on a first come first served basis. **If the BMC Final Entries are over-subscribed, submission of an Initial Entry Form is no guarantee of a final space.**

## Volunteer Support Staff

22. Army Support Staff for the BMC at the Nijmegen Marches 2009 will be provided through the Regular Army Assistance Table (RAAT). However, Service personnel may volunteer to be part of the BMC Admin Staff and will be required for the period **11-25 Jul 10** inclusive. Personnel who would like to volunteer as support staff are to first seek permission from their respective OC or line-manager before submitting their application. Applications should be sent to the CO BMC, using the Form at Annex B.

## Arrival

23. In order to meet requirements imposed by the Netherlands Authorities, all teams/individuals are to arrive at Heumensoord between 0830 and 1400 hrs on Sat 17 Jul 10 and are to plan their transport arrangements accordingly. Anyone who arrives after 1400 hrs on Sat 17 Jul 10 will not be able to confirm their details with the event organisers; they will therefore not be permitted to join the BMC and will be required to RTU immediately.

**Departure**

24. All BMC participants may only depart Heumensoord between 0700 and 1000 hrs Sat 24 Jul 10. The BMC WILL NOT provide transport to either the Nijmegen railhead or any port/airport; this responsibility remains with the teams/individuals. Team Leaders and Individual Entrants are to note that bus transport from Heumensoord Camp may not be available before 0900 on Sat 24 Jul 10 and are to make their travel arrangements accordingly.

**Software Compatibility**

25. The BMC NMRO and others in the BMC Organising Committee will be sending documents in MS Word/Excel 97-2003 format. Therefore, team leaders/individuals are to ensure that their IT systems are compatible with this format.

**Further Information**

26. All Team Leaders are to study the content of the 'Joint Service Instructions and Entry Procedures' document, available on the BMC Website. This contains regulations and guidance, plus background information and is considered to be essential reading for all those entering as part of the BMC.

**Contact**

27. Any queries regarding this DIN should be addressed to SO2 J7 RESG Tel: 0049 (0)2161 4722374, Mil: 94872 2374.

## Key Dates

28. Team leaders and individual entrants are to note the following key dates:

Date	Action By	Details
Oct 09- Jan 10	Team Leader/Individual	<b>Applications for qualification events must be made directly to the respective event organisers to meet timescales below</b>
<b>26 Feb 10</b>	Team Leader	<b>Closing date</b> for entry to the FTTLWE – contact RAF WARMA
<b>19 Mar 10</b>	Team Leader/Individual	<b>Closing date</b> for entry to the RAF WARMA 2-Day March, contact RAF WARMA
20 Mar 10	Team Leader/Individual	Closing date: Stage 1, Initial Entry to the Nijmegen Marches 2010 with BMC (Annex A) submitted by e-mail. NOTE: Once potential participant names have been forwarded to the Registrations Officer, UINs become liable for charges, irrespective of whether or not that individual participant arrives in Nijmegen.
27-28 Mar 10	Team Leader/Individual	RAF WARMA Marshals Walk and Nijmegen FTTL Weekend at DCAE Cosford
<b>29 Mar 10</b>	Registrations Officer	Acknowledgment of receipt of Stage 1 Initial Entry released on the web-site by Registrations Officer together with a downloadable copy of the Joint Service Instructions and Entry Procedures 2009 and electronic forms, if not already sent in advance to early entrants.
<b>31 Mar 10</b>	Team Leader/Individual	<b>Closing date</b> for entry to the Scottish Garelochhead Marches qualification event. Details at: <a href="http://www.scottish2daymarches.co.uk">www.scottish2daymarches.co.uk</a>
<b>16 Apr 10</b>	Team Leader/Individual	<b>Closing date</b> for entry to the BFG 2-Day March Downloaded from Website and submitted by e-mail.
24-25 Apr 1009	Team Leader/Individual	RAF 2-Day March, DCAE Cosford: Nijmegen Qualifying Weekend
1-2 May 10	Team Leader/Individual	Scottish Garelochhead 2-Day March, Garelochhead Training Camp: Nijmegen Qualifying weekend .
7-8 May 10	Team Leader/Individual	BFG 2-Day March, JHQ Rheindahlen: Nijmegen Qualifying Weekend
<b>14 May 10</b>	Team Leader/Individual	<b>Closing date: Stage 2 Final Entry to the Nijmegen Marches 2010 with BMC.</b>
31 May 10	Registrations Officer	Closing date for details of marchers to be passed to the Netherlands Authorities. Confirmation of Final Entry to the Nijmegen Marches 2010 released on web-site.
12 Jun 10	Team Leader/Individual	Stage 3 Confirmation of Final Entry issued.
11 Jul 10	Team Leader/Individual	BMC Support Staff deploy to Germany.
<b>17 Jul 10 0830 - 1400 CET</b>	Team Leader/Individual	Team/Individual Entrants arrive at Heumensoord Camp Nijmegen. NB. First meal is the midday meal.
18 Jul 10	Team Leader/Individual	Opening Ceremony – Nijmegen Marches 2010
20-23 Jul 10	Team Leader/Individual	Nijmegen Marches 2010
24 Jul 10 0700-1000 CET	Team Leader/Individual	All BMC personnel to vacate Heumensoord Camp. NB. The last meal is the breakfast meal.

## Annexes:

- A. Nijmegen Marches 2010 – Stage 1: Initial Entry Form. [EXCEL SPREADSHEET]
- B. Application for Volunteer Support Staff – Nijmegen Marches 2010.

**NIJMEGEN MARCHES 2010 - INITIAL ENTRY FORM**

(SEND TO REGISTRATION OFFICER VIA E-MAIL ([bmc.register@googlemail.com](mailto:bmc.register@googlemail.com)) BY 20 Mar 10

<b>Unit/Team Name</b>			
<b>Unit Admin Officer or Chief Clerk's Rank, Name and Contact Telephone Number:</b>			
<b>Team Contact</b>	<b>Rank</b>	<b>Intls</b>	<b>Name</b>
	<b>Appointment:</b>	<b>Military Dial Code</b>	<b>Ext</b>
	<b>FAX</b>	<b>Civilian Dial Code/ No:</b>	<b>Ext</b>
<b>NB Email address must be civilian or IGS email addresses as work for BMC carried out off duty at home</b>	<b>Email Address1</b>		
	<b>Email Address2:</b>		
	<b>Email Address3</b>		
<b>Postal Contact Address</b>			
<b>Post Code/BFPO NO</b>			
<b>Evening Home Private Tel No</b>			



† Delete or insert additional rows as appropriate. UIN totals must equal total of team submission

<b>Entry Fees Enclosed</b>	<b>Team</b>		<b>x £42 per head =</b>	<b>£</b>	<b>Cheque No:</b>
	<b>Individual</b>		<b>x £42 per head =</b>	<b>£</b>	<b>Cheque No:</b>
			<b>Overall Total</b>	<b>£</b>	

**Certificate by Commanding Officer(s).** I certify that the personnel nominated to represent my unit at the Nijmegen Marches 2010 will undertake a formal programme of training and participate in one of the recognised qualification events. Additionally, they will be properly equipped, and will be released to participate in the event, subject to operational commitments. Owing to contractual agreements with Host Nation, I agree that the UIN(s) listed above will be liable for charges incurred for the numbers listed (approximate cost £200 per head), regardless whether those numbers attend or not.

Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Rank: \_\_\_\_\_

Appointment: \_\_\_\_\_ Unit: \_\_\_\_\_ UIN(s): \_\_\_\_\_

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Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Rank: \_\_\_\_\_

Appointment: \_\_\_\_\_ Unit: \_\_\_\_\_ UIN(s): \_\_\_\_\_

To  
 Wg Cdr I P Woodhouse MBE  
 CO BMC  
 OC Training Analysis Centre  
 Kermode Hall  
 RAF Halton  
 Aylesbury  
 Buckinghamshire  
 HP22 5PG

Tel: Direct Dialling: 01926 656363  
 DFTS: 95237 Ext 6363  
 Mil Email: HAL TAC-OC

**APPLICATION FOR RAF VOLUNTEER SUPPORT STAFF – NIJMEGEN MARCHES 2010**

1. The details of volunteers for the BMC Support Staff are contained in the table below. The specific duties volunteered for are “X” in the appropriate column as follows:
  - a. Column 1 – Driver.
  - b. Column 2 – General Duties

Service No	Rank	Initials & Name	Unit	Contact Tel No (inc Military Code)	Trade	Sex	Duties	
							1	2

2. The personnel detailed above, if selected, will be released for BMC Support Staff duties at the Nijmegen Marches 2010 for the period 11-25 Jul 10 inc.

Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Rank: \_\_\_\_\_

Appointment: \_\_\_\_\_ Unit: \_\_\_\_\_ Contact Tel No: \_\_\_\_\_