



**Defence  
Infrastructure  
Organisation**

Defence Infrastructure Organisation  
United Kingdom Training  
South East

Version 1.0 Dated 31 March 2021

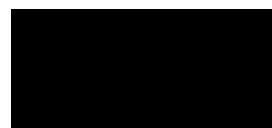
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## Standing Orders

# Aldershot Training Areas and Miscellaneous Training Facilities

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March 2021

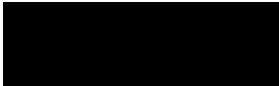


Lt Col  
Comd  
DIO UK DTE SE







OFFICIAL

## **SOUTH EAST TRAINING ESTATES**

### **CONTRACT MONITORING-AIDE MEMOIR FOR VISITING UNITS**

1. The maintenance and upkeep of all training facilities, shown within these standing orders, is the responsibility of Landmarc Support Services (LSS). Visiting units are an important part of the DIO/Landmarc contract monitoring process. Early reporting of service failures/faults will result in a quicker rectification of the problem. Do not wait until the end of your training package to report faults/ failure. Reporting a faults/ failure is the trigger for LSS to rectify the problem within a set time; failure to remedy fault/ failure could cause Landmarc to incur financial penalties.
2. The following information is an extract from the DIO/Landmarc contract, and shows the minimum service standard units that can expect from Landmarc while using dry training areas and their associated facilities, as provided in these standing orders.
3. Landmarc provides a 24 hr Help Line. If you find that the training facilities are not of the highest standards of serviceability, security, or cleanliness you are to ring the following:
4. 24 hour National Service Centre  

5. You are entitled to have:
  - a. A safety brief before training starts.
  - b. Booked training areas or facilities, (as shown on your confirmation sheet), that will be fit and safe to use.
  - c. Training areas clean with no hazardous debris.
  - d. Portaloos available as requested and (exceptionally) skips.
  - e. Stone Tents that are watertight, secure, with all provided services working.

#### **Core staff**

6. In case of disputes, dissatisfaction or the need for advice contact the relevant member of the SE Trg Estates Core Staff in Building 43 Brunswick Camp – STSO  or ; The Training Safety Marshals:  , Ops Room on  or Ops WO on . The SE Trg Estates, Duty Officer can be contacted via the SE Trg Estates Ops Room.

## SOUTH EAST TRAINING ESTATES

### TRAINING AREA CODE

1. Only use the areas/facilities you have been allocated and authorised to use.
2. All ECO's must ensure they have access to the relevant pages from the TASO's throughout their activity
3. All units are to book on to and off the trg areas through the DTE SE Ops Room on [REDACTED] prior to commencing their exercise and to establish communications on the areas.
4. Guard or lock all barriers and gates (Unless authorised by the STSO/TSM to do otherwise)
5. Do not light fires – observe pyrotechnic restrictions
6. No digging unless specifically allowed
7. Obey all vehicle rules:
  - a. Speed Restrictions
  - b. Weight limits
  - c. No Go areas, wheels or tracks
8. Follow your EASP/DRASP (N.B. they must be retained for 7 years)
9. Respect all property
10. Dispose of Spent/live ammunition and pyrotechnics correctly – not in skips/bins
11. Ensure your catering and accommodation figures are accurate – amend them promptly (failure to do so wastes £100k a year)
12. Be sensitive to nature conservation (do not cause damage – be aware of grazing cattle -close all gates). Take all your rubbish away with you
13. Be considerate to our civilian neighbours (Noise, damage, disruption, low flying helicopters, obstruction on Bridleways)
14. Be safe.
15. Leave it as you expect to find it.

## AMENDMENT SHEET

Significant, recent updates are highlighted in blue

Amendment Number	Date of Insertion	Signature

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**STANDING ORDERS**  
**ALDERSHOT DRY TRAINING AREAS AND FACILITIES**  
**INTRODUCTION**

**AIM OF THE STANDING ORDERS**

References:

- A. Map GSGS 6500 1:25,000 Edition 1, Aldershot Training areas (over printed information June 2016).
- B. JSP 907, Use of the Defence Training Estate.
- C. Pamphlet 21, Regulations Training with Armoured Fighting Vehicles, Infantry Weapons Systems and Pyrotechnics.
- D. Military Engineering Vol II, Pamphlet No 4, Demolitions and Pam 4A, All Arms Battle Noise Simulation.
- E. JSP 814 Policy and Regulations for MOD Sponsored Cadet Forces.
- F. JSP 375 Management of Health and Safety in Defence.
- G. Register of Risk for Aldershot Ranges Training Areas and Misc. Training Facilities.
- H. JSP 317 Defence Fuels Policy, Organisation and Safety Regulations Part 1 & 2.
- I. Land Forces Standing Order No 3202. Reporting of Incidents and Matters of Public Interest During Training.
- J. JSP 426: Defence Fire Safety and Fire Risk Management
- K. DSA01.1 Defence Policy for Health, Safety and Environmental Protection.

1. The aim of these orders is to lay down the rules and procedures for the conduct of training on the Aldershot Dry Training Areas and facilities on them. They should be read in conjunction with the relevant weapons and safety pamphlets. Should any difference exist between these orders and the pamphlets with regard to procedure and safety; these orders are to take precedence.
2. All exercises are to have an Exercise Action Safety Plan (EASP/DRASP). This is to be made in conjunction with these orders and the Register of Risk for the Dry Training Areas, Reference G.
3. All users are to be aware that the training areas are surrounded by urbanisation: see Reference A. This may bring the public in direct contact with military training. It is impossible to totally exclude the public from the Dry Training Areas and exercising units should take precautions to ensure that members of the public are not put at risk.
4. Any public relations incidents must be reported to SE Trg Estates Ops Room without delay. Be aware that the local populace know the rules for the Training Areas and are not slow to complain.
5. To ensure that your exercise is conducted safely and without incident these orders are to be complied with.
6. The areas are blighted by fly-tippers and other illegal activities. Any unit/person who witnesses such behaviour is to report the incident to SE Trg Estates Ops Room giving as much information as possible. We try to keep the areas clean and tidy: please help us.

  
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**STANDING ORDERS**  
**ALDERSHOT DRY TRAINING AREAS AND FACILITIES**

**INTRODUCTION**

1. These orders are pertinent to the Training Areas and facilities shown at Reference A.
2. SE Trg Estates dry training areas are under constant pressure from the demands of military training, organised public events and when not in use the public exercising their rights to undertake legal leisure activities. In addition there is a keen interest in conservation by both MOD and a variety of conservation groups.
3. The areas consist of a variety of grounds split between 2 counties (Hampshire and Surrey), and capable of supporting infantry company manoeuvres or similar activity. For static units there are a number of suitable areas. In addition there are water features and a number of hard standings suitable for logistics training, all bookable 7 days a week, 365 days/year.
4. Brunswick Camp has accommodation for 1000 personnel, an obstacle course and a CBRN chamber.

**CONTROL**

5. All training areas, as shown at Reference A, are under the control of the Commander DIO UK Trg SE who is responsible to HQ SE Trg Estates for all aspects of training and safety on the Defence Training Estate. These responsibilities are delegated to the Senior Training Safety Officer (STSO), Training Safety Marshals (TSM) and Ops WO. All unit ECOs are required to carry out a recce of training areas to be used and arrange a training area safety brief for Aldershot and Bramley training areas prior to training/exercises on the estate. The briefs are held in Brunswick camp, Building 43 on every Tuesday and Thursday at 1030 hrs.

a. OS&Trg Region will provide a safe place to train. Once training has commenced it is a User responsibility to ensure that the place remains safe; should there be a reduction in the standard of the Safe Place, training should cease until the standard of the Safe Place can be assured.

b. The User is to implement an assured communications capability within the Training Estate for their activity. This capability is to provide an assured method of communication with the DTE Ops Room SE and the emergency services in accordance the the medical plan. Communications must be established and tested, before the activity commences.

**LANDMARC SUPPORT SERVICES (LSS).**

6. All the facilities available in these orders are maintained by Landmarc. A unit is entitled to have any facility they have booked in good and safe condition. Landmarc provide a 24-hour help-line via the LSS National Service Centre. All reporting of damage, failure to provide a booked facility and uncleanliness etc is to be reported to Landmarc via the LSS National Service Centre.



## BOOKINGS AND PRIORITY

7. All allocations and the priority given to them are set out in Reference B. All bookings are to be submitted using the **BAMS system**. Bids will be confirmed by **BAMS**.
8. **Confirmation** of **AUTHORISED** booking entitles the unit to use the areas unless the confirmation indicates otherwise.
9. **Cancellations** must be in writing at the earliest opportunity to give other potential users the opportunity to bid. **All ACF, ATC and Sea Cadet units** are to book via their sector or regimental headquarters. The allocation confirmation will be sent to units after the core staff have prioritized all training bids for the same period. **A de-confliction list of units for your dry training areas can be issued UPON REQUEST.**

## CIVILIAN ACCESS TO MOD TRAINING LAND

10. Units have the right to train on MOD land, whereas civilians only have the privilege of using the lands for recreation. When the training undertaken does not appear to present a risk to civilians, or where a unit can accept civilians walking or riding horses on the area being used for training, then it is HQ SE Trg Estates policy not to exclude those civilians. If a risk is perceived or a unit wants to conduct a closed exercise then the public can be excluded provided the unit has the wherewithal to do so. The ECO or personnel nominated by the ECO has the right with reasonable grounds to ask members of the public to avoid an exercise area.
11. Public rights of way are shown on the map at Reference A.
12. Misuse of training areas by civilians (e.g. civilian motorcyclists, cyclists, fly-tippers, etc) should be reported to Hants/Surrey Police on 101 and SE Trg Estates Room as soon as possible with as much detail as possible e.g (types of vehicle, registration numbers and names, etc). To aid the tracking of reports made to the Police the reporting person is requested to provide a **crime/incident number if issued by the police to SE Trg Estates Ops Room**. This number is to be included in all subsequent reports pertaining to the report.

## PUBLIC RELATIONS

13. HQ SE Trg Estates tries to maintain a good public relationship with the local population. Units are requested not to jeopardise this by rudeness or any other type of antisocial behaviour.

## ENFORCING BYELAWS

14. Any serving Officer or SNCO excluding cadets may undertake an arrest under the terms of the byelaws. Any arrest is to be made only in extremis after all verbal means of persuasion has failed and without resorting to force. To prevent allegations of wrongful arrest Hampshire/Surrey Police are to be informed prior to any arrest being made, if practicable and in any case immediately after any such arrest has been made.

## ACCIDENT AND INCIDENT REPORTING

15. All accidents/incidents, no matter how insignificant are to be reported to HQ SE Trg Estates via the SE Trg Estates Ops Room. In addition, initially the Defence Accident Investigation Branch, the Army Incident Notification Cell (see Ref J) is to be informed. Any incident reported must be recorded in the SE Trg Estates Ops Room Untoward Occurrence Log. The Ops Room is to inform the HQ SE Trg Estates Duty Officer who is to take the

appropriate action. **Any accident or incident of a serious nature** is to be reported as above. It is the user unit's responsibility to complete LFSO 3202 Reference I, and pass it up the chain of command. A copy is to be handed to HQ SE Trg Estates or during the silent hours via the SE Trg Estates ops room as soon as possible. If a unit has created an adverse public relations incident they are to report the incident to the STSO or out of hours to the SE Trg Estates Ops Room. Any such reports made to the guardroom are to be passed to the HQ SE Trg Estates Duty Officer via the Ops Room without delay.

16. The Defence Accident and Investigation Branch (DAIB) conducts independent investigations into serious or fatal training accidents and will also carry out any other investigation required into any training incident or less serious accident when required by the chain of command. The investigation and preservation ballistic of evidence is set out at reference C. Non ballistic evidence (vehicles and equipment) is also to be preserved. The completion of reference (I) will alert DAIB. Units are to ring DAIB and the Army Incident Notification Cell (AINC) as soon as possible to give them early warning for possible deployment. See Annex J for Tel number.

17. **Recording Accidents and Incident Reporting.** All accidents and incidents are to be reported via the chain of command, as follows:

- a. **All users** are to report all accidents as soon as is practically possible, as above.
- b. **All military users** reporting minor accidents are to complete the MOD accident form (Held at all units). A copy of the completed accident report is to be sent to the STSO and SE Trg Estates Ops Room.
- c. **All non-military users** reporting minor accidents are to complete the Accident Reporting Form 510 via the SE Trg Estates Ops room. A copy of the completed form is then to be filed on the UTO register.
- d. **All accidents** are to be reported to the SE Trg Estates Ops room for insertion onto the Untoward Occurrence Register and the relevant Guardroom's Daily Occurrence Book (DOB).

#### **AMMUNITION INCIDENTS AND REPORTING OF UNEXPLODED ORDNANCE (UXOs)**

18. All ammunition incidents are to be reported, as soon as practically possible after medical help (if required) has been summoned, to the UK Joint Services EOD Centre (JSEODOC) via the incident hotline ATN [REDACTED] BT (Civ) [REDACTED] and SE Trg Estates Ops Room.

19. In the event of a potential UXO being found, the site is to be evacuated, the location of the UXO marked on the ground (white tape, etc) JSEODOC and SE Trg Estates Ops Room informed. If required, a cordon is to be placed around the site to prevent any incursion.

#### **CONDUCT OF TRAINING**

20. All training is to be conducted in accordance with the relevant training pamphlets and safety instructions including references C, D and E. Only issued ammunition (blank) and pyrotechnics may be used.

#### **EXERCISE INSTRUCTIONS**

21. An exercise action safety plan (EASP/DRASP) is to be produced in accordance with Pam 21, Chapter 2, Sect 2. The EASP/DRASP is to be drafted in conjunction with the Training Areas Risk Register, Reference G to these orders and the relevant training manuals. Copies of the instruction are to be issued to all staff involved in the activity, and a signed copy of the EASP/DRASP by the Senior Planning Officer and ECO is to be uploaded

onto BAMS 15 working days prior to the units' commencement of training for a gross error check to be carried out by SE Trg Estates Staff. All other training requiring a Military Risk Assessments (RAs) will also need to be uploaded with signatures onto BAMS. **Failure to do so for EASP/DRASP and RAs will see bid rejected.**

## CADET TRAINING

22. Cadets undertaking all forms of training and activities are to comply with the Cadet training safety precautions or any other pamphlet relevant to the training being conducted. Any sport or extramural activity not covered by reference E is to have a risk assessment and or an EASP. An authorised copy signed by the TSA is to be sent to the unit's HQ and to the BAMS Cell Longmoor for uploading on to BAMS 15 working Days prior to commencement of training.

## ACCESS TO AREAS AND FACILITIES- KEYS- LOGGING IN AND OUT

23. Keys to training area gates, barriers and other facilities covered by these orders unless otherwise arranged are to be drawn from the relevant Training Area Guardroom. The authority to draw keys is the weekly training area forecast programme held in the Guardrooms. Keys are not to be removed from the key ring or split.

24. The Training Area Log Book is to be signed by the ECO, paying particular attention to the rules set out on page 2. **In addition, prior to proceeding onto any training area all units are to book on to and off the trg areas through the SE Trg Estates Ops Room, Tel: [REDACTED]**

25. At the end of training the clearance certificate and any other required documentation is to be completed and returned to the relevant Training Area Guardroom with the keys before signing off the area in the training area log.

26. Barriers are to be closed and locked at all times. Any open/unlocked barriers must be manned at all times.

27. Nominated Guardrooms and locations with Training Area keys are:

B1 – B7 C1 – C2	Aldershot	St Omer Guardroom [REDACTED]
D1 – D2 G1 - G2	Keogh	Keogh Barracks Guardroom [REDACTED]
E1 – E6	Keogh	Keogh Barracks Guardroom [REDACTED]
F2 – F6	Minley	Gibraltar Barracks Guardroom [REDACTED]
H1 – H4	Barossa	RMAF Guardroom [REDACTED]
H1 – H4 G1 - G2 E1 – E6	ATC Pirbright	ATC Pirbright Guardroom [REDACTED]

28. One training area key fits all areas in all locations. (except Barossa and Ash RDAs).

29. The key to Pegasus village B5 is held by the Master Driver 11 Bde.

## **ACCESS TO TRAINING AREA H – BAROSSA**

30. H Areas can be accessed via Staff College gates and RMAS grounds to Windsor Ride Gate at GR 865616 or via Kings Ride to GR 876622. Units authorised to use the training area are to sign on at the main RMAS Guardroom at GR 859612. The use of either Kings Ride or Old Dean Estate for PARKING – (or for use as an RV) is strictly FORBIDDEN.

## **BOUNDARIES AND MAPS**

31. The extent of MOD training land is shown at Reference A. All units are to ensure that the maps being used are current. Attached at Annex I are the latest amendments to the current training area map.

## **LIMITS ON NOISY TRAINING**

32. There is a noise restriction from 2300 hrs to 0700 hrs daily on some areas (see Annex A). If units wish to conduct noisy training between these hours they must complete a Noisy Training Certificate (See Annex L), and send it to the STSO 3 weeks in advance in order for a notice of noisy training to be sent to the local population through the local councils web site.

## **SPECIALIST TRAINING AREAS**

33. There are 7 specialist training areas which are for use by specific units; they are:

- a. B4b and B4d Test & Driving Area (TDU)
- b. Eelmoor Bridge grid 84365281 (3RSME)
- c. B5 Claycart Bridge grid 85225263. Canal allocated separately. (3 RSME)
- d. B5 Pegasus Village. (DELTA 11X)
- e. F4 Hawley Lake. (3 RSME)
- f. F5g BATSIM Area. (3RSME)
- g. F3b Bridging Gap. (3 RSME)

These areas are not for use by other units unless this HQ gives specific authority.

## **SPEED LIMITS**

34. All vehicles using tracks and roads within the training area are to limit their speed to a maximum of **20 MPH**. The Long Valley test track can be used for higher speeds subject to the approval of OC TDU RLC.

## **MILITARY TRAINING ON PUBLIC ROADS**

35. At no time is any form of military training other than straight forward marching to be done on a public highway, and then only when strictly essential.

## **OUT OF BOUNDS AREAS**

36. The out of bounds areas shown at Reference A are not to be used. In addition the following areas are out of bounds, including public roads and rights of way:

- a. **Public Roads.** The following roads and tracks are out of bounds to military traffic and are marked on the map at Reference A:

- (1) GR 929559 to 946562 (B3405)
- b. **Home Farm**
- c. **Brownloaf Hill**
- d. **Minley Shoot Pheasant Pens.**

## **TRAINING AREA RESTRICTIONS**

37. An aide-memoir to training area restrictions can be found at Annex A.

- a. **Ammunition.** All types of standard issue blank ammunition and pyrotechnics may be used on most training areas. There is to be no firing of any blank ammunition within 100 metres of, or the use of pyrotechnics within 300 metres of any public road, private property, or livestock. The detail in Para 10 of these orders is to be strictly adhered to when using blank ammunition and pyrotechnics within 30/100m of a bridle-way or footpath.
- b. At the conclusion of the exercise or as soon as practically possible, all expended ammunition and unused pyrotechnics (trip-flares) are to be removed. Any misfired pyrotechnics are to be destroyed in accordance with current regulations and HQ SE Trg Estates Ops Room informed. The loss of any live pyrotechnics is to be reported to SE Trg Estates Ops Room.
- c. **Trip Flares.** All trip flares used on the training areas when set up and armed are to be kept under constant surveillance. Additional safety measures are to be put in place to ensure that members of the public cannot approach within **100 metres** of a trip flare. If the above measures cannot be taken, trip flares are not to be used.
- d. **Cross-Country Driving.** The only areas where cross-country driving may take place are D1, D2 and B4d. On all other areas vehicles must stay on the tracks and roads provided. Vehicles may leave tracks and roads to set up hides, etc.
- e. **Private Vehicles.** Private vehicles are only permitted on to the training areas with authority from HQ SE Trg Estates.
- f. **Tracked vehicles.** With the exception of areas D1 and B5 Pegusas village, tracked vehicles are not permitted other than with the express permission of the STSO.
- g. **Tactical Night Driving.** Driving at night without lights is forbidden, unless the unit has exclusive use of the area. Driving tactically on common user routes, public highways (including Public Bridle Ways and Footpaths) is not permitted.
- h. **Digging, Wiring and other Miscellaneous Ground Penetrating Devices.**
  - (1) Digging and the penetration of the ground may take place on areas as shown at Annex A.
  - (2) Mechanical digging may take place with HQ SE Trg Estates permission as shown at Annex A.
  - (3) Areas used for digging are to be filled in and turfs replaced. Trenches, etc, are not to be used to bury rubbish or defence stores.

- f. **Lasers.** The use of any form of laser equipment is forbidden except with the express permission of HQ SE Trg Estates.
- g. **Burning.** The lighting of fires is forbidden except with permission from the STSO. When permission has been granted the Training Safety Marshals and/or Landmarc Training Area operatives must be informed.
- h. **Distraction.** The ECO is to ensure that smoke doesn't drift over public roads, especially when granted dispensation to use flares and other air burst illuminations on the areas.
- i. **Farming/Grazing Lands.** Some of the training areas are grazed or farmed. Units may train over these areas taking care not to cause damage or undue disturbance to live stock.
- j. **Helicopters.** There are no restrictions on the use of helicopters. Helicopters that are part of the units exercise need not be booked but the BAMS Booking Cell and SE Trg Estates Ops Room should be informed, all other (pilot or aircrew training) is to be booked. Deconflictions are to be conducted and the TSM and local area warned of the impending aircraft operations. Short notice bookings go via the SE Trg Estates Ops Room. The following details are to be provided: **unit contact details, date and time of landing, training area to be used for landing Point.** Authority will then be sought through STSO/TSM for helicopter training to take place.
- k. **Use Of Commercial Off-The-Shelf (Cots) RemotelyPiloted Air Systems (RPAS).** Units who wish to use drones on the Training Areas are to follow the guidance laid down in DIO J7 SOI No 33 Questions should be directed to the STSO/TSMs.
- l. **Role Play Enemy.** Due to several incidents involving the armed police responding to exercising troops using role play enemy it is necessary for units to have a robust reporting chain to prevent any further blue on Green situations developing on the training area. unit wishes to incorporate role play enemy wearing civilian clothes/mixed dress into their exercise must complete and submit Annex N to the STSO two weeks in advance and inform all relevant agencies listed in Annex N to these orders .

## SECURITY

38. The ECO is reminded that due to the open nature of the training areas security is paramount at all times.

39. Units are responsible for their own security including the security of ammunition and weapons neither of which should be left unattended at any time. The ECO is to ensure that any pyrotechnics or BATSIMS are not left unattended once they have been set out / deployed.

## BATTLE SIMULATION (BATSIM)

40. Charges may be detonated on some training areas in accordance with Military Engineering Volume II, Pamphlet 4, Chap 4 Sect 4.2, subject to prior agreement from HQ SE Trg Estates 3 weeks prior to the event taking place. Charges should be laid on a sand filled sand bag to prevent secondary fragmentation blast. **All units are to notify Blackbushe Airport control before battle simulation training is taking place.**

## **PAINTBALLING**

41. Paintballing is considered a sport and not military training and may be conducted on dry training areas subject to the orders set out at Annex M.

## **CHEMICAL BIOLOGICAL RADIATION NUCLEAR TRAINING (CBRN): USE OF CS IRRITANT OR SIMILAR NATURES**

42. The use of any form of Irritant/gas on the dry training areas requires the prior agreement of HQ SE Trg Estates.

## **MORTARS**

43. Mortars may only be used with permission from HQ SE Trg Estates.

## **TOUGH TRAINING (“Iron Man” style, exceptional training which may alarm the public.)**

44. Units wishing to undertake tough training must inform HQ SE Trg Estates prior to the event.

## **FIRE PREVENTION**

45. Units are to make every effort to prevent outbreaks of fire on training areas. During dry spells heath land dries quickly increasing the risk of fire at any time of the year. Units who wish to use pyrotechnics or BATSIM are to contact the STSO two weeks before intended use for a wild fire risk assessments to be completed and if approved, filed with SE Trg Estates Ops Room.

## **ACTION ON DISCOVERING A FIRE**

46. Immediate Action Drills to be conducted.

a. **Prevention is better than cure.** On the outbreak of fire on rural areas all training is to stop on the affected area. At the same time the ECO is to summon the civilian Fire Rescue Service using the nearest available telephone (999 from civilian telephone, 0999 from military telephone), the SE Trg Estates Ops Room is also to be informed. Open the barriers and post guides as required from the entry point onto the training area to either the scene of the fire or a Fire Rescue Service RV.

b. **Information Required by the Fire and Rescue Service.** Emergency calls are directed to a central control that is not local. Giving the correct information will avoid delay. The information must contain the following:

(1) The scene of the fire by its local name (not training area number) which is shown on all training area maps see Reference A, and grid reference or What3Words. (Fire Services do use grid references).

(2) Nearest point of entrance to the fire via the most accessible route by grid reference.

(3) The type of fire (what is burning) and extent of the fire.

c. **Care of Troops Fighting the Fire.** The ECO is to monitor the severity and progress of the fire and is to withdraw troops if the fire becomes too dangerous for them to continue to fight. Troops should only be deployed to fight the fire in its early stages. Heath fires when established will burn very rapidly and spread quickly. It is

possible that some areas may have small amounts of ejected live **blank ammunition and pyrotechnics** which are liable to be initiated by heat.

d. **Protection of Vehicles, Equipment, Ammunition and Fuel.** On the outbreak of fire all equipment, vehicles, ammunition and fuel are to be withdrawn to safety so as to prevent loss and additional fire fighting hazards.

#### **CLEARANCE OF RUBBISH, DEFENCE STORES AND USED PYROTECHNICS**

47. All rubbish, defence stores, ammunition, pyrotechnics drill ammunition and practice IEDs are to be removed from the training areas at the conclusion of the exercise and **taken back to the unit for correct disposal.**

48. The skips provided in Brunswick Training Camp are for rubbish generated by troops accommodated in camp. **No ammunition natures** including expended items **are to be placed in these skips or any other rubbish receptacle.** The ECO is to ensure that troops accommodated in Brunswick Training Camp are aware of the location of the “amnesty box” located outside the main dining hall.

49. Units using the training area and facilities who are likely to generate abnormal amounts of rubbish may apply to the STSO HQ SE Trg Estates for a skip. Reports of fly-tipping are to be reported to LSS National Service Centre and HQ SE Trg Estates Ops Room.

50. Clear plastic bags or similar receptacles are to be issued down to section level and one per vehicle for the purpose of litter control.

#### **DISPOSAL OF HUMAN WASTE AND THE PROVISION OF PORTABLE TOILETS**

51. There are no toilet facilities/water points within any of the areas. It is a unit's responsibility to book suitable/mobile toilets on the BAMS booking system. A minimum of 15 working days' notice is required. Digging of field latrines is forbidden.

- a. It is a unit responsibility to book suitable mobile toilets using the BAMS booking system.
- b. A minimum of 15 working days' notice is required with one portaloos for every 25 soldiers.
- c. Units should ensure correct location of portaloos on their recce. This ensures they will be in the right location for their exercise/training.
- d. Unit found not to have booked any portaloos will not be allowed to train on the areas.
- e. Toilets must be sited at the side of a hard track or on a hard surface. Contractor vehicles are not 4-wheel drive and cannot drive across country.
- f. Remember portaloos are delivered AM or PM not at a stated time.
- g. Poor service should be reported to the NSC Help Desk [REDACTED] and the SE Trg Estates Ops Room.

#### **TEMPORARY FIELD STORAGE OF FUEL AND LUBRICANTS**

52. No Fuel or Lubricants are to be stored (bulk or packed), no matter what quantity, without the permission of the STSO.



## OIL SPILLS

53. All oil spills are to be dealt with in accordance with reference H, by the unit who must be self-sufficient with spill kit. All spills are to be reported to HQ SE Trg Estates Ops room as soon as possible.

## FIRST AID AND MEDICAL EMERGENCIES

54. All units using the training areas and training facilities must provide sufficient medical cover to meet the needs of their exercise. A Wet Globe Bulb Test (WGBT) is to be brought with and conducted by the units prior to conducting any form of strenuous exercise during periods of excessive heat to ensure a safe/acceptable exercising temperature/humidity is sought. To assist refer to the Emergency Action Plan in Part 2, Page 79 of these orders..

a. **Minor Medical Attention.** The following medical support is available to units undertaking training on the training areas.

(1) Frimley Park Hospital, Portsmouth Road, Frimley, Camberley GU16 7UJ, Telephone [REDACTED] All calls will be triaged over the phone. You may be asked to go into the OOH clinic. This will only be instigated by the clinical lead at the end of the consultation.

b. **Accident and Emergency (A&E).** Transport by the Training Team to the nearest A&E Hospital should be considered if the injury is not life-threatening. The nearest A&E Department is Frimley Park Hospital, Portsmouth Road, Frimley, Camberley, GU16 7UJ, Telephone [REDACTED]

c. **Transportation.** In all of the above cases it is the unit's responsibility to get the patient to medical aid.

55. **Life-Threatening Emergencies.** In the event of a life-threatening medical emergency an ambulance is to be summoned. [See Annex Q for ERV locations.](#) The following action should be taken:

- a. Dial 999 and ask for an ambulance or helicopter.
- b. State the location by name and post code/grid.
- c. State the type, extent of injuries and the number of casualties.
- d. Provide guides from the nearest public road to the scene.
- e. Inform SE Trg Estates Ops Room and the local guardroom of the emergency as soon as possible.
- f. It is unlikely, unless requested, that the ambulance will have cross-country capability.

## STANDING ORDERS, RISK REGISTER, CLEARANCE CERTIFICATES AND ACTUAL USAGE DETAILS PROFORMA

56. When the Unit draws the keys from the Guardroom, the ECO is to sign the Log for each area or facility booked. Particular attention is to be taken of the conditions of signing set out on page 2 of the log. The unit is to have in their possession a set of upto date Training area standing orders, Risk Register and a copy of the Clearance Certificate. The certificate is to be completed and returned to the Guardroom/STSO at the completion of training.

## AUTHORITY TO STOP TRAINING

57. Anyone can stop training if it is considered that it may endanger life, property or any major transgression of these orders. Any stoppage of training must be reported to the Deputy Commander [REDACTED] without delay. Training may not restart without authority from HQ SE Trg Estates.

## ALCOHOL

58. The consumption of alcohol is strictly prohibited on all training areas.

## GAME, VERMIN SHOOTING AND DEER MANAGEMENT

59. Only members of the Minley Shoot (MS), the Defence Deer Management (DDM), Area operatives or contractors authorised by HQ SE Trg Estates for the purpose of vermin control may shoot on training areas controlled by HQ SE Trg Estates. Orders for the above shoots can be found at Annex H.

## HOT AIR BALLOON LANDINGS

60. Orders for hot air balloon landings on MOD land can be found at Annex K.

## PETS

61. Unit personnel are not to bring their pets on to the training area or in to field accommodation when they are conducting military training/exercises.

## INTIMATE CONTACT

62. Sexual activity and contact are prohibited in all the facilities within these orders. This applies:

- a. Regardless of gender.
- b. Whether the participants are Service personnel or civilians.

### ORDERS FOR MISCELLANEOUS FACILITIES, SPORTS SHOOTING, HUNTING.

63. Orders for the above facilities can be found at the following Annexes:

- |    |  |          |
|----|--|----------|
| a. | Aide memoir, training area restrictions          | Annex A. |
| b. | Instructions for Rushmoor Arena                  | Annex B. |
| c. | Orders for Stoney Castle Drill Hall              | Annex C. |
| d. | General Instructions for training on Hawley Lake | Annex D. |
| e. | Obstacle Course                                  | Annex E. |
| f. | CBRN Chamber                                     | Annex F. |
| g. | Watermanship areas                               | Annex G. |

64. Miscellaneous information:

- a. Non – Military Shooting and Deer Management Annex H.
  - b. Amendments to training area map Annex I.
  - c. Telephone directory Annex J.
  - d. Hot air balloon landing on MOD land Annex K.
65. Orders for specialised training areas and certificates.
- a. Noisy Training Certificate Annex L.
  - b. Standing orders for the sport of Paintballing Annex M
  - c. Role Play Enemy Training In Civilian Clothes. Annex N.
  - d. Aldershot B4a B4d, B4b and B4e Training Area – Long Valley Test Track Annex O
  - e. Clearance certificate Annex P.

**ANNEX A TO  
HQ SE TRG ESTATES  
STANDING ORDERS**

**AIDE-MEMOIRE TO TRAINING AREA RESTRICTIONS**

Ser	Area No	Rocket & Illum Flares	Blank Firing	Pyro-technics	BATSIM	Vehicle	Noise	Digging
a.	b.	c.	d.	e.	f.	g.	h.	i.
1	B1	NO	YES	YES	NO	B	B	A
2	B2	NO	YES	YES	NO	B	B	A
3	B3	NO	NO	YES	NO	B	A	B
4	B4	NO	YES	YES	a, d only	C	A	A
5	B5	NO	NO	NO	NO	NO	NO	NO
6	B6	YES	YES	YES	YES	B	B	C
7	B7	NO	YES	NO	NO	A	A	B
8	B8	NO	NO	NO	NO	NO	NO	NO
9	D1	NO	YES	YES	NO	C	B	A
10	D2	NO	YES	YES	NO	C	B	A
11	D3	NO	NO	NO	NO	A	B	B
12	E1	YES	YES	YES	NO	A	B	A
13	E2	YES	YES	YES	NO	A	B	A
14	E3	NO	YES	YES	NO	A	A	A
15	E4	NO	YES	NO	NO	A	B	A
16	E5	YES	YES	YES	NO	A	B	A
17	E6	NO	YES	NO	NO	A	B	A
18	F2	NO	YES	YES	YES	A	B	B
19	F3a	YES	YES	YES	YES	B	B	A/D
20	F3b	YES	YES	YES	YES	B	B	A
21	F4	YES	YES	YES	YES	B	B	A
22	F5	a, b, c, d, only	YES	YES	YES	B	B	A/D
23	F6	YES	YES	YES	NO	B	B	A/D
24	G1	YES	YES	YES	NO	B	A	C*
25	G2	YES	YES	YES	NO	B	B	A
26	H1-4	YES	YES	YES	NO	B	B	A

Note \* denotes must discuss with STSO / TSM prior to use on these areas

**KEY**

1. Vehicle Restrictions.

- A. No movement off hard tracks.
- B. No movement off established tracks.
- C. Cross-country driving permitted.

2. Noise Restrictions.

- A. No Restriction.
- B. No noises daily between 2300-0700 hrs unless authorised.

3. Digging.

- A. Non-mechanised digging permitted.
- B. No digging.
- C. \* No digging except in cleared areas.
- D. Mechanised digging permitted only with authorisation from STSO.

**NOTE** . This Annex is an Aide-Memoir only and should be read in conjunction with the main body of these orders.

**RUSHMOOR ARENA GENERAL INSTRUCTIONS**

**General**

1. The arena is located to the west of Aldershot Military Town at GR 853520. It offers facilities for mounting public displays and for the erection of tented camps for military units. It is surrounded by a wire mesh fence and contains an arena. The area covers approximately 60 acres in all.
2. The allocation of the facility is controlled by SE Trg Estates. The maintenance of the site is the responsibility of Landmarc Support Services.
3. The main floor of the arena is grass covered and is mown by arrangement with the SE Trg Estates (cost will be charged to a civilian organisation). The internal surrounding roads are tarmac and best used as a one-way circuit.
4. Entrances. It is normal to use only gates 1 and 6 for vehicles and number 7 for pedestrians.
5. Vehicle Parking. A limited amount of hard standings for vehicle parking space is available; grassed areas are subject to weather conditions. Exterior parking for several hundred vehicles is available in Pegasus Village, Claycart car park and others nearby.
6. Water and Electricity. If any of these services are required, application must be made to SE Trg Estates for it to be connected. Electricity points are metered for civilian users. Faults occurring on these services should be reported speedily to the Landmarc NSC. It is emphasized the water supply is UNFIT FOR DRINKING. All connections and services supplied will be invoiced.
7. Sanitation.
  - a. No toilet facilities exist, and private users must arrange and pay for portable facilities units book as per Standing Orders.
  - b. Special arrangements must be made for rubbish collection by users.
9. Users are to make arrangements for fire prevention and fire fighting, dependent upon the intended use of the arena. Annex F Appendix 2 gives general guidance. Military users must liaise with Defence Fire Authority Aldershot prior to commencement of camp/exercise.
10. Local training areas may be allocated by SE Trg Estates.

11. Threat. The threat to both military and civilian events is related to either military involvement and/or the fact that the event is on MOD land.

- a. Military Use. Service units using the site for training are to maintain their own anti-terrorist security measures in accordance with BIKINI state at the time.
- b. Civilian Users. Although the arena is surrounded by a mesh fence, user units and organisations remain responsible for security.

12. Notification. The military sponsor of every event is to ensure that Public Military Event (PME) notification is submitted to HQ SE Trg Estates at least 7 weeks before the event. Failure to do so may lead to cancellation of the license.

13. Co-ordination. Under the principle of duty of care, HQ SE Trg Estates is responsible for Co-ordinating the security of major events and will convene meetings with the appropriate authorities including the civil police and emergency services.

14. Responsibility. The civilian user will be responsible, under the DE license, for appointing an Event Security Officer (ESO) to liaise at an early stage with Garrison HQ and provide event security instructions to be approved by both Garrison HQ and the civilian police.

15. Liaison with RMP. When users are on site for more than 24 hours, the ESO is to establish liaison with the RMP police station, preferably by telephone from a 24-hour manned control centre, to ensure the timely passage of threat information under the FOCAL Point system.

**RUSHMOOR ARENA FIRE ORDERS PART 1**

**Fire Prevention**

**General**

1. The largest number of fires affecting military property are attributable to carelessness, Anti-social behaviour, lack of discipline and failure to comply with fire regulations.
2. Fire can destroy life, stores, vehicles and military equipment. To prevent such losses, it is essential that effective arrangements are made and maintained, not only to prevent fires from occurring, but for extinguishing fires in the initial stages before a major conflagration occurs.
3. Adequate space is to be allowed between individual tents to prevent the spread of fires.
4. Parking of vehicles between tents is forbidden
5. Exits. At least one alternative exit, situated remote from the main entrance/exit doorway, is to be provided in each tent.
6. All gangways and exits are to be kept clear of obstructions.
7. Door flaps, when down, are to hang loose and open outwards by parting in the centre.
8. When windy conditions make it necessary to keep flaps down or loosely tied, an attendant is to be at each exit to open flaps in the event of an emergency when the public are present.

**Fire Equipment**

9. Where possible, military static sponsors are to provide fire equipment from their own resources. Bids for equipment are otherwise to be included in sponsor's requirements for camp and accommodation stores.
10. Display sponsors are to pay attention to the fire risk and the provision of sufficient and appropriate fire fighting appliances, with the size and nature of their display.
11. Vehicle fire extinguishers are to be checked and replacement charges immediately available. These are to be provided from sponsor resources.
- 12.

Type of Fire Equipment	Type of Extinguisher
Fire Risk Class A Wood, cloth, paper etc	Water
Fire Risk Class B Flammable liquids, petrol, oils greases & fats	Dry Powder CO2

13. It is useless to provide fire fighting equipment if the person's present are unable to operate it correctly.

14. All personnel (mil and civil) are to be fully conversant with the use/operation of the fire equipment. Speed of operation and correct application is of the utmost importance. Staff are to be instructed in how to call the fire rescue service and "ACTION TO BE TAKEN ON THE OUTBREAK OF FIRE" posters and part 2 of these orders are to be prominently displayed.

15. Drills for the orderly evacuation of members of the public and fire fighting techniques are to be practiced by all static displays and facilities. **It is imperative that each member of static display teams and control staff know what he/she must do on the outbreak of fire.**

### **Location of Fire Equipment**

16. Fire points are to be conspicuously located adjacent to each entrance/exit doorway (incl emergency doorways).

17. Special Risks. Extinguishers should be positioned near to the risk, but far enough away so that the equipment can be brought into use without danger to the operator.

### **Lighting**

18. All lighting is to be by electricity.

19. Generators are to be located at a safe distance from tentage.

20. When bottled gas is used, the cylinders are to stand outside the tent and are to be handled and changed only by a fully qualified person. Precautions are to be taken to prevent tampering with valves/cylinders.

21. Taped electrical joints will not be used. It is at the taped joint that overheating in the cable takes place.

22. Switches are to be located so that it is possible to switch off the current quickly in an emergency.

23. Lamps and heat producing appliances are to be positioned well clear of consumable materials including tent walls and roofs.

### **Cleanliness**

24. Metal receptacles are to be provided for rubbish, especially where refreshments are served.

25. Burning of rubbish on any site is not permitted.

26. Store tents are to be kept tidy and clear of rubbish, and flammable liquids are to be kept to the absolute minimum. These should be sited away from the areas to which the public are admitted.



## **Smoking**

27. Smoking is strictly forbidden in store tents, storage areas and in any tent housing personnel or animals.
28. If it is not possible or practicable to prohibit smoking an adequate number of sand-filled receptacles are to be provided.
29. NO SMOKING notices are to be provided by static display sponsors and military users and prominently displayed where necessary.

**FIRE ORDERS RUSHMOOR ARENA PART 2**

**Action to be taken on the outbreak of fire:**

By persons discovering the fire

1. Shout "FIRE" and attract attention.
2. Attack the fire with the fire equipment provided.
3. Summon the Fire and Rescue Service from the nearest telephone:
  - a. Dial 999. When the operator says, what service say "FIRE". When the fire and Rescue Service answers, say "FIRE at Rushmoor Arena" and give location of fire.
  - b. Inform the RMP police station, HQ SE Trg Estates Duty Officer and TSM/TAO.

**By NCO fire picket/senior person present:**

1. Ensure the Fire and Rescue Service has been called.
2. Organise firefighting party.
3. Evacuate area of animals and all but essential personnel.
4. Strike any tentage adjacent to fire.
5. Fight the fire until the arrival of the Fire and Rescue Service if safe to do so.

## **ORDERS FOR STONEY CASTLE DRILL HALL**

### **INTRODUCTION**

1. The wooden clad Drill Hall is a 'stone tent' and may be used for accommodation. The grounds consist of Drill Hall and fixed toilet block and privately owned ISO containers. The Drill Hall compound is surrounded by a fence for security.
2. There are male and female toilet facilities at the farm.
3. The Drill Hall and Compound are suitable for:
  - a. Close target recces.
  - b. Command posts.
  - c. Exercise controls.
  - d. Bivouac sites.

### **GENERAL RULES**

4. The Drill Hall is under the control of HQ SE Trg Estates and looked after by Landmarc Training Area Operatives who also have a number of other facilities to look after.
5. Before occupation all doors **are to be unlocked** and tested to ensure they open and access to doors is to remain unobstructed throughout the occupation of the drill hall.
6. There are to be no naked flames anywhere within the drill hall. Cooking and the use of naked lights are not permitted in the drill hall.
7. Before the drill hall is occupied all the gates within the security fence are to be unlocked.
8. Flammable liquids and gases are not permitted in the drill hall. They are to be stored and used in accordance with current regulations.
9. No soft furnishings or mattresses, excluding roll mats, are to be taken into the drill hall.
10. The firing of any weapons or use of any pyrotechnic within the drill hall is forbidden.

### **SECURITY**

11. Units are entirely responsible for their own security whilst in residence. Due to its isolated position units are to take extra care which is to include a search of the drill hall, all external outhouses and the grounds before occupation. The unit is to take into consideration the security state at the time of occupation, and take all necessary precautions.

### **FIRE PRECAUTIONS**

12. Separate fire orders are provided and are to be read and complied with in conjunction with these orders.

## SECURITY OF AMMUNITION AND WEAPONS

13. Ammunition and weapons are to be protected at all times. Weapons may be held centrally in the drill hall but a guard must be provided to protect them. Otherwise weapons are to remain in the possession of individuals under normal unit arrangements.
14. A 100% daily check is to be made of all ammunition and weapons.
15. No private firearms are permitted within the drill hall area.
16. Storage of ammunition is not permitted, only ammunition in personal possession may be taken into the drill hall.

## GENERAL ADMINISTRATION

17. **Handover/takeover.** The Training Area Operative will conduct a handover/takeover of the drill hall. If the Operative is unavailable, the key may be drawn from ATC Pirbright Guardroom and must be returned to the guardroom at the conclusion of the exercise. The authority to draw the keys from the guardroom is the HQ SE Trg Estates Trg programme for training areas published weekly.
18. **Cleanliness.** The unit is to maintain the cleanliness of all buildings while in occupation. The building is to be handed back in a clean and tidy condition.
19. **Cleaning equipment, materials and sanitation items.** Cleaning equipment is provided, but cleaning materials are not. An initial issue of toilet rolls will be provided; thereafter the unit is to provide its own.
20. **Limit electrical supply.** The power supply to the drill hall is limited and is not to be overloaded. Any overloading of the system will not be considered an emergency.
21. **First Aid.** Units are responsible for their own first aid cover and for providing first aid equipment. There is no first aid equipment in the drill hall.
22. **Medical Cover.** Detailed information on medical cover can be found in the main body of these orders.
23. **Toilets.** There are facilities to support 50 personnel; male and female.
24. **Clearance of Rubbish, Defence Store and used Pyrotechnics.** All rubbish, defence stores, ammunition, pyrotechnics drill ammunition and practice IEDs are to be removed from the training areas at the conclusion of the exercise and **taken back to the unit for correct disposal in a/w current OME direction.**
25. There are no rubbish receptacles at the drill hall. Units using the facility and likely to generate abnormal amounts of rubbish, may apply to HQ SE Trg Estates for a skip. **No ammunition natures including expended items are to be placed in these or any other skip or rubbish receptacle.**
26. The skips provided in Brunswick Camp are for rubbish generated by troops accommodated in camp, and are **not** to be used by troops who are not accommodated in camp.
27. Reports of fly-tipping are to be reported to Landmarc National Service Centre and SE Trg Estates Ops Room.
28. Clear plastic bags or similar receptacles are to be issued to section level, and one per vehicle for the purpose of litter control.

## **MAJOR INCIDENT**

29. In the event of a major incident the unit is to call the emergency services and inform the SE Trg Estates Ops Room. Units who require the emergency services are advised to post guides on the main road so as to minimise delay.

## **REPORTING OF ACCIDENTS**

30. All accidents and incidents are to be reported in accordance with the main body of these orders.

## **CONSERVANCY**

31. All units are to ensure that all lights, heaters, water, etc are turned off when not required.

## **PARKING**

32. There is limited hard standing parking available in the drill hall area. The hard standings are to be used and every effort is to be made to preserve grassed areas. Vehicles are not to obstruct any entrances in or out of the drill hall complex.

**ANNEX D TO  
HQ SE TRG ESTATES  
STANDING ORDERS**

**GENERAL INSTRUCTION FOR TRAINING ON HAWLEY LAKE**

References:

- A. UK Training areas Map Sheet, Series GSGS 6500, Aldershot 1:25000,
- B. JSP 907 Use of DIO UK Trg SE Facilities.
- C. AGAI Volume I Chapter 18, Safety Precautions in Training: The Hazards of Water.
- D. 3 RSME Regt Standing Orders for Training.
- E. JSP 375.
- F. LFSO 1700 (4th Revise), Engineer Logistic Support for Training & Projects, Nov 2007.
- G. ME Vol 2 Pam 7C Watermanship

**INTRODUCTION**

1. General. Hawley Lake (GR SU 841577) is a 50-acre, **uncategorised** water feature situated within the F training areas of Aldershot. Hawley Hard is primarily used by the Combat Engr School for RE Special to Arm training. The site is also the home of the Hawley Lake Sail Training Centre. Combat Engr School; Scheduling and Facilities Cell Holdfast, Gibraltar Barracks is the Allocating Authority for the Hard, and is responsible for controlling its use. It is not a training facility in the mould of Wyke Regis Training area: the provision of equipment and operators is the responsibility of the user unit. Recreational swimming is not permitted.
2. Bidding. Units are to book Hawley Lake through BAMS. **A set of Water Safety Orders and a Risk Assessment must be sent to BAMS for all bookings to be authorised.** Units wishing to use Hawley Hard which is a 3 RSME **Regt asset** and not controlled by SE Trg Estates should contact HQ RSME for booking, direction and approval.

**SAFETY ORGANISATION**

3. Regulations. Training on Hawley Lake is to conform to References C and D. A qualified Water Safety Officer (WSO) is to supervise all training on or over water and command the safety organisation, which will include a minimum of one safety boat.
4. Water Safety Orders. The OIC Exercise is to comply with Reference E and complete a risk assessment. If the control measures contained therein are adopted and considered adequate by the OIC Exercise, it may be attached to a completed Military Training Risk Assessment Proforma.

**QUALIFICATIONS**

5. Water Safety Officer . Units are to provide their own Safety Officer for all training on or over water. For military training, they are to be a minimum rank of sergeant or above and qualified as a WSO (Basic) or WSO (Advanced).
6. Safety Boat Crew. Safety boats are to have a minimum crew of 2, with at least one trained in first aid with particular knowledge of resuscitation. The Safety Boat Operator is to be an NCO who is ME (Combat) Class 1 – or Advanced Assault Pioneer – qualified, or who has passed the All Arms Safety Boat Operators course. The second crewmember must be a qualified Basic Boat Operator. These competencies are laid down in Reference G.

7. Boat Crew. All craft must be crewed by a suitably qualified operator as per Reference G.
8. The method of obtaining watermanship equipment is given in Reference F.
9. 3 RSME Regt Eqpt. The watermanship equipment held by 3 RSME Regt is for the sole use of 3 RSME Regt in its provision of training courses. External units must provide all equipment (boats, lifejackets etc) for their own training.
10. Civilian Craft. Civilian craft, such as Hawley Lake Sail Training Centre craft, may not be used in the safety organisation for military training.

## **ORDERS FOR THE OBSTACLE COURSE**

### **GENERAL**

1. **Location.** The Brunswick Training Camp Obstacle Course is located within the Pirbright Range Complex. All obstacles conform to a Type B Obstacle Course.
2. **Qualifications** Obstacle Course training is a hazardous activity which is always to be supervised by a NCO qualified to PTI Class 3 level or personnel holding a current and Obstacle Course Supervisor qualification; for the purpose of these orders hereafter is referred to as the ECO (Exercise Controlling Officer).
3. **Applicability.** These orders apply to all users and personnel undertaking maintenance and inspections of this course.
4. **Availability.** These Standing Orders are available to all.

### **CONTROL AND RESPONSIBILITY**

5. The control and management of these facilities is the responsibility of the Commander DIO SE UK Trg. This is to include:
  - a. The safe condition of the Course.
  - b. Maintenance.
  - c. Initial investigation of all accidents/incidents.

### **BOOKINGS**

6. Bookings for the Obstacle Course are to be submitted through BAMS. The booking period is for a maximum of 2 hours. In exceptional circumstances the course may be booked for a longer period.

### **EXERCISE ACTION SAFETY PLAN (EASP)**

7. On each occasion the course is used the ECO is to have a written, Exercise Action Safety Plan (EASP). The EASP is to be written for each obstacle to be used.
8. **SAFE KEEPING OF RECORDS.** The EASP and any supporting documents pertaining to any incident or accidents are to be kept with the unit for a period of 10 years.

### **PREPARATION**

9. The Obstacle Course Log Book held in Range Control Bld 27 is to be signed before and after training. Particular attention is to be made to the notes set out on page 2 of the log. In addition: All accidents/incidents, inspection and repairs are to be entered into the log using **red ink**.

### **CIVILIANS USAGE**

10. This course is for **military use only**.



## MAINTENANCE AND INSPECTIONS

11. Landmarc is responsible for the maintenance of the Obstacle Course and its annual inspection. All materials both perishable and non-perishable are to comply with the various publications pertaining to Obstacle Courses.

12. The ECO is to inspect the course to ensure that it is safe before the training starts. Faults are to be rectified whenever possible, but if the fault is beyond immediate remedy training is not to take place on that particular obstacle.

13. All faults are to be reported via the Landmarc National Service Centre and recorded in the Obstacle Course Log for follow up action. Individual obstacles may be placed out of bounds. A sign will be placed on the obstacle to inform users that it is Out Of Bounds and that the obstacle is not be used.

14. The STSO / TSM is to inspect the Course quarterly.

## ADDITIONAL SAFETY CRITERIA

15. The following, additional, safety criteria are to be applied by all ECOs:

- a. If doubt as to the safety of obstacles exists the ECO is to place the obstacle out of bounds and report the fault without delay.
- b. All personnel undergoing training are to be briefed and practised on the required techniques before being permitted access to the obstacles.
- c. If equipment is carried personnel must have been taught obstacle techniques and the techniques of equipment carriage a before being permitted access to the obstacles.
- d. Landing areas (sand jump-in-boxes) are to be checked to ensure there is sufficient sand and it is not compacted, before personnel are permitted access to the obstacles.
- e. Water obstacles even when dry are to be carefully checked for hazards prior to use.

## COMMAND TASK USE

16. Usage of the course for Command/Leaderless tasks is to be cleared through the HQ SE Trg Estates.

## OUT OF BOUNDS

17. The course is **out of bounds** to all personnel unless they are taking part in authorised training approved by the headquarters of the unit booking the course.

## FIRST AID COVER AND EMERGENCY TRANSPORT

18. Units are to provide their own qualified first aid cover and qualified medical personnel sufficient for the training taking place. In addition the following is required:

- a. A dedicated safety vehicle capable of conveying a casualty to MRS or hospital.
- b. A first aid pack and stretcher.

## **DRESS AND EQUIPMENT**

19. Helmets are to be worn by all personnel when undergoing training no matter what their role or location on the course may be.
20. No item of jewellery including wristwatches may be worn whilst using the Obstacle Course. Rings which cannot be removed are to be completely covered and taped to the finger and all sharp objects should be removed from pockets.

## **ACCIDENTS**

21. Immediate action to be taken in the event of a serious casualty:
- a. Stop Training/Freeze the area shouting Stop, Stop, Stop.
  - b. Administer first aid - implement the medical emergency plan.
  - c. Telephone Range Control Tel: [REDACTED]  
Stating:
    - (1) Number of Casualties
    - (2) Type of injuries
    - (3) Location of casualties
    - (4) RV for ambulance (Range control may dictate this location).
    - (5) Send Guide to RV Point.

## **REPORTING ACCIDENTS AND INCIDENTS**

22. Units are to undertake the correct reporting procedure as shown in the main body of these orders. All incidents/accidents are to be reported to STSO/ SE Trg Estates Ops Room as soon as possible. After working hours the Duty Officer is to be informed via the SE Trg Estates Ops room.

## **WEAPON SAFETY**

23. All personnel carrying weapons over the course with the intention of live firing as part of the same exercise are to be warned that attempting to fire the weapon which has been subjected to ingress of sand or water via the barrel may cause damage to the weapon or injury to the firer. Any weapon which is suspected of having been subjected to ingress of water or sand is not to leave the assault course area until it has been inspected by a competent person and passed fit to fire.

## **END OF TRAINING**

24. At the conclusion of training units are to clear away all rubbish, tape and equipment. All sand spilt from the sand boxes is to be replaced and the sand raked level. The log and obstacle course and aerial slide clearance certificate is to be completed and handed into range control.

**APPENDIX 1 TO  
ANNEX E TO  
HQ SE TRG ESTATES  
STANDING ORDER**

**OBSTACLE COURSE CLEARANCE CERTIFICATE**

1. On completion of all activities conducted on an Obs Cse this clearance certificate is to be produced by the RAPTCI, PTI or Supervising Officer responsible for the conduct of the activities that have been undertaken.

**Supervising Officer:**

Name:

Rank:

Unit:

**Activities Conducted:**

--

**General Comments:**

--

**Serviceability Comments:**

--

**Safety Comments**

--

2. This clearance certificate is to be maintained for a minimum of 5 years by the Obs Cse Manager, a copy is also to be held by the local RAPTCI where they are not the Obs Cse Manager.

Supervising Officer:

Obs Cse Manager:

Signed:

Date:

Signed:

Date:

APPENDIX 2 TO  
ANNEX E TO  
HQ SE TRG ESTATES  
STANDING ORDERS

**CIVILIAN USE OF OBSTACLE COURSE PHYSICAL ACTIVITY READINESS  
QUESTIONNAIRE**

1. Please complete the all details below.

Participants Full Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Tel: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Emergency contact name and telephone number: \_\_\_\_\_  
\_\_\_\_\_

Please read the following questions and complete the declaration overleaf.

Ser	QUESTIONS RELATING TO YOUR MEDICAL HEALTH
1	Has your <sup>1</sup> doctor ever said that you have a heart condition and that you should only do physical activity recommended by a doctor?
2	Is your doctor currently prescribing drugs (for example water pills) for blood pressure or a heart problem?
3	Do you ever feel pain in your chest when you do physical activity?
4	In the past month, have you had chest pain when you are not doing physical activity?
5	Do you ever feel faint or have spells of dizziness?
6	Do you suffer from shortness of breath at any time or a respiratory condition that would prevent you from doing physical activity?
7	Do you have any joint problems (Including neck, back & hip) that could be made worse by exercise, including jumping and landing?
8	Are you pregnant or have you given birth in the last 6 months?
9	Do you have a condition requiring medication or are you taking medication, which would prevent you from doing physical activity?

2. **If you have completed this PARQ in advance of the scheduled activity and your health status changes prior to the start of your activity it is your responsibility to inform the instructor.**

3. Your ability to undergo the activity will be monitored during the warm-up which will also provide a functional assessment of your ability to proceed onto the Obstacle Course. If the PTI/Activity Supervisor determines that, based on his/her assessment,

\_\_\_\_\_

<sup>1</sup> If completed by a parent/guardian the term you/your used throughout refers to your son/daughter.

you are not up to the required standard; you will be refused access to the Obstacle Course.

4. In accordance with the Data Protection Act 1998, the MOD will collect, use, protect and retain the information on this form in connection with all matters relating to personnel administration and policies.

5. The PARQ will be held for a period of 3 years following the activity, after which it will be destroyed.

### **Declaration**

**I have read and understood the Medical Health Questionnaire above and declare that:**

**\*I/My Child (\* delete as applicable) does/does not suffer from any of the conditions mentioned or any other condition or injury that would prevent me/them from taking part in physical activity;**

**Signature:**  
(Parent/Guardian if under 18 years of age)

**Print Name:**

**Date:**

### **REVIEW**

Event/Activity Title (e.g. Insert Course Name/No): \_\_\_\_\_  
\_\_\_\_\_

This PARQ must be reviewed with the participant on the day of the activity and appropriate action taken if there are any significant changes since originally signed.

**Instructors Signature:**

**Print Name:**

**Date:**

**To be signed below by Supervising Officer:**

**Signature:**

**Print Name:**

**Date (day of activity):**

## ORDERS FOR THE CHEMICAL, BIOLOGICAL, RADIOLOGICAL NUCLEAR (CBRN) CHAMBER

### References:

- A. AFM Vol 1 P 5 Operations in CBRN Condition
- B. JSP 925 Part 1 & 2 Counter CBRN Training Manual
- C. JSP 926 V2.0 Mar 2019

### GENERAL

1. Brunswick Training Camp CBRN chamber is located within Brunswick Training Camp Camp.
2. All training in the chamber is to comply with References B and C.
3. **Qualified Instructors.** Only qualified CBRN instructors may conduct training; on no account are unqualified personnel permitted to conduct CBRN training.
4. **Booking and Control.** The chamber is booked by the hour at the HQ SE Trg Estates BAMS booking cell.
5. **CS Pellets.** The only CS device to be used in the CBRN chamber is the Pellet Irritant, Smoke Respirator Testing (L1A1). The pellets may only be handled and used by a qualified CBRN instructor.
6. On no account are CS grenades or cartridges or any other type of ammunition pyrotechnic devices or substances to be burnt or fired within the chamber.
7. A maximum of 2 pellets may be used. The pellets must be lit with issued matches fusee provided. The pellets must burn simultaneously and be kept apart from each other whilst burning.

### PREPARATION OF THE CHAMBER

8. The key is held in ATC Pirbright Guardroom.
9. Locate the nearest potable water source.
10. Open all doors and inspect the chamber is clean and safe to use.
11. Lay out stores, set out briefing and waiting areas.
12. Brief all troops using the chamber on all relevant safety points to include exit procedures for leaving the chamber in an emergency.

### CLOSING DOWN THE CHAMBER

13. **Venting.** Due to the proximity of the chamber to accommodation buildings the chamber is to be vented slowly over a 20 minute period.
14. **Airing.** The chamber is to be left to air for an hour before being secured.
15. **Clearance certificate.** The Exercise Conducting Officer is to sign the clearance certificate at Annex P to these orders stating that the chamber is fully vented.

16. **Declaration.** A declaration is to be made by all persons who have in any way been involved in training, instructing or administration of the chamber that they have no CS training devices in their possession. (The same rules apply for the security of CS items as to all other items of ammunition).

17. Pack up stores.

18. Sweep out chamber and hallway steps.

19. Turn off lights.

20. Return key to guardroom.

21. If there is any damage or failures to the chamber it is to be reported to the LANDMARC National Service Centre and STSO.

## SAFETY ORDERS FOR THE WATERMANSHIP TRAINING AREAS

### INTRODUCTION

1. These are the Standing Safety Orders for all units/parties using Hawley Lake GR SU 84025768, Reservoir 1 GR SU 8269 5061, Reservoir 2 GR SU 8296 5056, Bricksbury Gravel Pit GR SU 8329 4964, The Horse Pond GR SU 8419 4985 are not to be used as a watermanship facility unless permission is given by HQ SE Trg Estates.
2. All the above watermanship facilities are bookable and are under the control of HQ DIO SE UK Trg.

### BOUNDARIES

3. When the booking is confirmed the booking is for the water, its access and the ground 25 metres around the water. Units requiring more than the 25 metres of ground are to book the relevant training area.

### ACCESS POINTS

4. The following are the access point to each Lake/Reservoir:
  - a. Hawley Lake via F4 Training area access gates.
  - b. Reservoir 1,2 & 3 Via B5, B6 & B7 Training area access gates.
5. The keys for gates and barriers may be drawn from the training area recognised Guardrooms.

### PAMPHLET REFERENCES

6. Watermanship training is to be conducted in accordance with the following pamphlets and particular attention is drawn to the safety references shown below:
  - a. AGAI Vol 1 Chapter 18 – Training on Water.
  - b. HQ DIO SE UK Trg Aldershot Training Area Standing Orders.

### RECONNAISSANCE

7. **The The Water Safety Officer (WSO)** is to Recce the Lake/Reservoirs in sufficient time to allow the correct planning to take place. **They are to contact HQ RSME for authority to conduct a recce if using Hawley Hard. On approval, the WSO must liaise directly with QMSI Cbt on their requirements.**

### SAFETY ORGANISATION

8. A full safety organisation is to be set up for all types of watermanship training. It is to comply with the references shown in the table above. **On each occasion when the facility is used an Exercise Action Plan (EASP) must be written.** In addition the following is to be strictly observed:
  - a. **Safety Officer.** The Safety Officer must be a qualified officer or SNCO and is to be present throughout the exercise. Duties of the Safety Officer are:



- (1) To be conversant with all safety aspects required for the training the unit is to undertake.
- (2) To carry out a reconnaissance of the water to be used.
- (3) To ensure that before training takes place all personnel are conversant with the safety aspects involved. A briefing is to be given to all soldiers undertaking watermanship training.
- (4) To ensure there is no swimming/bathing at any time in any Reservoir/Lake and all personnel are aware of the presence, possible dangers and symptoms of Weils disease.

b. **Safety Boat.** A safety boat is to be provided for all watermanship training. Units/parties are to comply with the following:

- (1) **Crew.** The minimum crew for each of the 3 types of safety boat is 2 men. The helmsman is to be a qualified NCO for the type of craft being used, the other crewman is to be a boat operator (ie a CI 3 Cbt Engr), and also a strong swimmer.
- (2) **Equipment.** The minimum equipment to be carried in the safety boat is:
  - (a) Anchor.
  - (b) Boat hook.
  - (c) Bailer (not CSB).
  - (d) One paddle per crew member.
  - (e) Lifebuoy and line (20m of line minimum).
  - (f) Buoy, line and sinker.
  - (g) Search lights (night training only).
  - (h) Signal equipment as detailed by the Safety Officer.
- (3) **Briefing.** The crew of the safety boat are to be briefed by the Safety Officer prior to the start of each day's training.

c. **Safety Vehicle.** A suitable safety vehicle is to be on site during all watermanship training. The driver is to be briefed on his duties by the Safety Officer.

d. **First Aid Kit and Stretcher.** Units/parties are responsible for providing a first aid kit and stretcher. All personnel are to be made aware of its location.

## NIGHT TRAINING

9. Units/parties undertaking watermanship training at night must operate a full safety organisation as stated in para 8. Additionally they are to:

- a. Ensure safety boats are equipped with searchlights, white illuminating flares and coloured distress signals.
- b. Ensure each boat on the water carries a distinctive light for use as a distress signal in an emergency.

- c. Ensure that inflatable life preservers are always inflated unless in the considered judgement of the Safety Officer the activity engaged in prohibits this.

## **RADIOS**

10. There is a mandatory requirement to set up a radio net whilst training on the Lake/Reservoirs. Units/parties conducting river-crossing training must have a safety radio net in operation whether by day or night. When a net is established one substation must have immediate access to a telephone and be fully briefed with regard to emergency procedures.

## **MEDICAL**

11. In addition to the first aid kit and stretcher units/parties conducting watermanship training must be familiar with the location of local emergency services and the method of contacting them.

12. All units using the Lake/Reservoirs must provide for themselves the following minimum medical cover:

- a. An NCO or responsible soldier trained in first aid.
- b. The person responsible for administering first aid is to be equipped with a first aid kit suitable for 10 persons.

13. **Minor Medical Attention.** The following medical facilities are available locally in the case of minor injuries:

- a. Personnel must be taken to the nearest hospital A&E as described in the Emergency Action Plan.
- b. Silent Hours and Weekends. Personnel must be taken to the nearest hospital A&E as described in the Emergency Action Plan.
- c. Additional Medical Information. More details of medical facilities can be found in the main body of these orders.

14. **Ambulance.** In the event of a serious accident dial **0999** on the military telephone or **999** on a civilian phone and ask for 'ambulance'. Undertake the actions shown below.

15. **Control of Emergency Services.** In the event of the emergency services being called the Site Safety Officer is to take command of the incident until relieved by a more senior officer.

- a. Provide guides from the main road to the scene of the incident.
- b. Setup and control an incident post through which all personnel who are involved must pass and be accounted for.
- c. SE Trg Estates Ops room is to be informed without delay.

16. **Compliance.** In addition to these specific orders the orders contained in the main body are to be complied with.

## **ORDERS FOR NON-MILITARY SHOOTING AND DEER MANAGEMENT**

### **GENERAL**

1. The following orders are for all non-military shooting and deer management activities authorised to take place on HQ SE Trg Estates training areas. The orders cover the activities of Miley Shoot (MS); Defence Deer Management (DDM) and Training Area Operatives or contractors undertaking authorised (DIO) vermin control.

### **CONTROL AND COORDINATION**

2. The controlling authority for all activities on HQ SE Trg Estates training areas is Comd HQ SE Trg Estates. Co-ordination of activity users is vested in HQ SE Trg Estates staff. As a general principle, military training will be given priority over non-military shooting and deer management.

### **IDENTIFICATION**

3. Secretary MS and the Principal Deer Manager of the Bordon/Aldershot DDM group are to provide HQ SE Trg Estates with an up-to-date list of members of the MS and Bordon/Aldershot DDM groups respectively. The membership list, which is to be copied to SE Trg Estates Ops room and Gibraltar Bks Guardroom, identifies those MS and DDM members authorised to shoot on HQ SE Trg Estates training areas.

### **ORGANISED SHOTS**

4. Secretary MS is to send a draft Shoot programme to HQ DIO SE UK Trg giving as much notice as possible. Subject to training area and range availability, HQ DIO SE UK Trg will book MS onto the main training area programme and provide written confirmation of the booking, with any relevant limitations, timings, etc. The organiser of all organised events that have been booked and confirmed is STILL required to book in/out at Gibraltar Bks Guardroom. The same procedure is to apply to DDM in the unlikely event that a co-ordinated cull is required involving the whole DDM Bordon/Aldershot group.

### **BOOKING IN/OUT**

5. Daily, all members of MS and DDM are to book in/out of training areas by contacting the HQ SE Trg Estates Ops Room. Bookings may be made on each occasion, in person or by telephone. The names are to be checked by the Ops room staff against the MS or DDM membership roll before the booking is accepted.

### **RESPONSIBILITIES**

6. It is the responsibility of the MS or DDM member, at the time of booking- via booking cell to ascertain whether the area he intends to use is being used for military training. If the area is in use the member is to liaise with the ECO to check that MS/DDM activities may take place concurrently with military training. As military training takes precedence, the ECO is under no obligation to allow concurrent MS or DDM activities if they are likely to disrupt military training.

7. If an area is licensed to a civilian event it is the responsibility of the MS or the DDM member, at the time of booking and immediately prior to the intended activity, to ascertain whether the area is due to be used for a licensed civilian event. If a civilian event is taking

place, it is the responsibility of MS or DDM as appropriate to agree de-confliction with the event organiser or move to another area.

8. MS and DDM activities are to be suspended if the security state rises to **Exceptional**, unless dispensation is granted for a specific activity by HQ SE Trg Estates

#### **ACTION BY THE OPS ROOM AND GIBRALTAR BKS GUARDROOM**

9. The SE Trg Estates Ops Room/Guardroom is to undertake the following when a shooting member books in:

- a. Inform the shooting member booking onto the area of any other shooting members who has booked out on the same area.
- b. Check the training area programme and inform the shooting member of the unit name or any other activity being undertaken on the area the member intends to use.

**AMENDMENTS TO ALDERSHOT TRAINING AREA MAP**

1. The following amendments are to be made to Aldershot training area map GSGS 6500 over printed information 11<sup>th</sup> June 2016.

Ser	Trg Area	Grid Reference	Action
1			
2			

TELEPHONE DIRECTORY

Ser	Contact Name		Telephone No.		Telephone No.
a.	Training Safety Officer (TSO)	Mil Fax	[REDACTED]	OR	[REDACTED]
b.	Training Safety Marshal (TSM)				
	F and H areas		As above	OR	[REDACTED]
	B and Bramley Areas		As above	OR	[REDACTED]
	D, E and G Areas		As above	OR	[REDACTED]
	Ops WO		As above	OR	[REDACTED]
c.	HQ SE Trg Estates Operations Room	Mil  Mil	[REDACTED] [REDACTED]	CIVIL  Mobile CIVIL	[REDACTED]
d.	BAMS BOOKING SYSTEM HELP DESK			Civil	[REDACTED]
2.	USEFUL NUMBERS:				
a.	Commander HQ SE Trg Estates	Mil	[REDACTED]	Civil	[REDACTED]
b.	Deputy Commander HQ SE Trg Estates	Mil	[REDACTED]	Civil	[REDACTED]
c.	DIO DTE SE Duty Officer		Via Longmoor Guardroom		(See 2d)
d.	Longmoor Guardroom	Mil	[REDACTED]	Civil	[REDACTED]
e.	CSS TDU B4d AREA	Mil	[REDACTED]	Civil	[REDACTED]
f.	RMP Police Station (Aldershot)	Mil	[REDACTED]	Civil	[REDACTED]
g.	MOD POLICE FORCE CONTROL ROOM			Civil	[REDACTED]
h.	Landmarc Support Services HELP DESK National Service Centre 24/7			Civil	[REDACTED]

i.	Training area Operative		B D.E and G Areas	Mobile	
j.	Training area Operative		F D.E and G Areas	Mobile	
3.	Emergency Services				999
4.	Accident / Incident Reporting.				
a.	ATO The Joint Services (EOD) Ops Centre	Mil		Civil	
b.	Defence Accidents Investigation Branch	Mil		Civil	
c.	Oil Spills	Mil		Civil	Ops Room
d.	Army Incident Notification Cell (Working	Mil		Civil	

## **HOT AIR BALLOON (HAB) LANDINGS ON MOD LAND**

### **GENERAL**

1. Use of the training areas by HABs may only be undertaken in the following circumstances:
  - a. The balloonist is licensed to land on MOD land. A list of licensed HAB companies and individuals is held by HQ SE Trg Estates Ops Room.
  - b. That there is no military training or licensed event taking place on the proposed landing/take off sites.

### **BOOKING PROCEDURE**

2. The balloonist is to ring the BAMS Booking Cell (working hours) or SE Trg Estates Ops room (outside hours) for permission to use MOD land. If permission is granted the following is to be recorded:
  - a. The pilot's name and company.
  - b. The area where the HAB is anticipated to land.
  - c. Estimated time of arrival on that area.
  - d. Training Safety Marshal and the on duty LSS Training Area Operative.

### **ACCESS/KEYS**

3. If the HAB support team commander has permission (refer to the daily programme) to draw the relevant training area barrier key. When the key is returned the balloonist is to hand into the Guardroom a completed copy of the landing record card (they provide).
4. The relevant training area log is to be retrospectively completed.

### **ILLEGAL LANDINGS**

5. Any HAB crew making an illegal landing on MOD land should be treated courteously but the following action is to be taken:
  - a. Inform SE Trg Estates Ops room Training Safety Marshal and/or the on duty Landmarc Training Area Operative.
  - b. Permit safe access onto the area. Without delay, have the HAB passengers and crew removed from the area.
  - c. Make a record of all details in the relevant training area log and POC's.
  - d. Ask for a landing record card. Warn the owner, that a bill for illegal landing will be issued to them by the licensing authority.



**NOISY TRAINING CERTIFICATE**

(To be submitted in duplicate 3 weeks before training takesplace).

**To: TSO and TSM BY E MAIL**

1. Unit:

-----

2. Date(s) of Exercise:

-----

3. Training area:

-----

4. Type and number to be used: (Explosives/Thunderflashes/Motor  
Cycles/Helicopters/FGA)

-----

5. Approximate timings of noisy training (not to exceed limitations imposed  
on individual areas).

-----

6. Any other information:

-----

Date:

Signed:

Unit & Address:

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-----

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**Reserved for annex L**

## STANDING ORDERS FOR THE SPORT OF PAINTBALLING

### References:

- A. D/AG/TS/DB605 dated 8 August 2000.
- B. CESO(A)'s MMP 201- A Commander's Guide to Health, Safety and Environmental Risk Management.

1. **General.** Paintballing, whether carried out by military or civilian personnel on or off duty, is a sport and not a military training activity. It is permissible on the dry training areas subject to the rules and regulations laid down in this policy.

2. **Safety Rules.** It is the user's responsibility to ensure they conduct paintball activity safely and in a responsible manner. However, the SE Trg Estates has a duty of care to ensure those who use the training areas are not at risk from Paintballing. Units and civilian groups will not be permitted to paintball until the Senior Training Safety Officer has given permission to do so. **All bids are to be clearly marked** to show that there is intent to paintball. The following rules, as promulgated by reference A are adhered to:

a. **Risk Assessment and Safety Brief.** The officer in charge of the paintball activity is to:

- (1) Carry out a written risk assessment, in accordance with Reference B, and make it available to the STSO/TSM.
- (2) Be made aware of the training area Risk Assessment and Standing Orders and receive a safety briefing.
- (3) Be in possession and comply with the manufacturer's safety instructions for the paintball (ammunition) being used.

b. **Equipment Safety.**

(1) **The Paintball 'Gun'.**

- (a) A minimum safety distance is to be applied and paintball markers (guns) are not to be pointed at any person unless that person is wearing PPE or is outside the minimum safety distance recommended in the manufacturer's safety instructions.
- (b) When the paintball marker (gun) is unloaded the magazine is to be removed and the barrel unscrewed and examined for any obstructions.

(2) **The Paintball.**

- (a) The safety instructions issued with the paintball pellets are followed to the exactly.
- (b) The paintball 'paint' (usually a powder) is to be biodegradable.
- (c) Paintballs are to be correctly stored in accordance with the manufacturer's instructions. (Excessive heat and damp can cause paintballs to expand and leads to 'stoppages').

(3) **Personal Protective Equipment (PPE).** All participants and spectators in paintball events are to wear suitable clothing to provide protection including 'Paintball Face Masks' that protect the face, neck and ears.

(4) **Medical.** In addition to the normal medical requirements a water and/or saline solution is to be readily available to flush eyes if affected by paintballs.

3. **Civilians.** If a civilian organisation wishes to conduct Paintballing, they are to comply with these orders and the terms set out in their licence.

4. **Point Of Contact.** The POC for Paintballing on the areas covered by these orders is the Senior Training Safety Officer and/or the TSM.

ANNEX N TO  
HQ SE TRG ESTATES  
STANDING ORDERS

**ROLE PLAY ENEMY TRAINING IN CIVILIAN CLOTHES/MIXED DRESS CERTIFICATE**

1. (To be submitted in duplicate **2 weeks** before training takes place.)

**To: TSO by e-mail:** [REDACTED]

Unit	
Date of Exercise	
Training area	

2. Unit to inform the following with information contained in table by email:

- a. **Hants Police email** [REDACTED] (Only If Training in AOR).
- b. **Surrey Police email:** [REDACTED] (Only If Training in AOR).
- c. **MOD Police email:** [REDACTED]
- d. **SE Trg Estates Ops room email** [REDACTED]
- e. **Guardroom.** Specific to the training area (Hard copy).

<b>Location:</b> Include what3Words for Police. For SE Trg Estates Ops Room (Grid, Local Name, Training area prefix e.g. F3a etc.	
<b>Start DTG of Exercise</b>	
<b>End DTG of Exercise</b>	
<b>Dress</b> (e.g. Dish Dash/Mixed uniform etc.)	
<b>Weapons</b> (e.g. AK47, RPG, SA80 A2, and Drill IEDS)	
<b>3 X DS Mobile numbers for exercise</b>	

3. Note: Role Play Enemy are to have the following in place: Uniformed DS presence, Method of Communication E.g. Radio/mobile phone. If stand down ordered By Police/RAU/ECO Enemy are to move to safe location e.g. Uniformed DS, Mil Camp. Enemy to adopt non-aggressive patrolling stance with weapons when stand down implemented.

4. I hereby certify that the above has been incorporated and complied with.

**RANK..... NAME..... SIGNATURE.....DATE.....**

**ALDERSHOT B4a B4d, B4b and B4e TRAINING AREA – LONG VALLEY TEST TRACK**

1. **Allocating Authority.** The control of use of the Long Valley Test Track facilities were transferred from the DRA (DERA) to HQ 4 Div in Oct 98. At that time the buildings were transferred to HQ Aldershot Garrison as caretakers and control of the Test Track itself was transferred in Feb 99. HQ SE Trg Estates now controls use of the B4d B4b and B4e Test Track by military or civilian users. The main compound/wash down and Control Building have been handed over to OC Combat Service Support Trials and Development Unit (CSS TDU). Phone number (see annex B).
2. **Background to B4d, B4b and B4e** has been used as a vehicle testing ground for many years both by MOD agencies and civilian organisations and is recognised as an industry / MOD standard for mobility and reliability testing for wheeled vehicles. The area is in constant use both by the current incumbents' CSS TDU, MOD agencies and licensed civilian users. Due to the nature of vehicle testing there is a greater danger of risk arising from multiple users operating on the B4d, B4b and B4e area concurrently, in particular to dismounted troops. Users are instructed by SE Trg Estates to report to CSS TDU for a safety brief to de-conflict with concurrent activity.
3. **Access.** Access to the area B4a,b,d & e is controlled by SE Trg Estates via the booking procedures and the issue of an appropriate key. All pole barriers are closed and locked immediately after the vehicle(s) / troops have entered the area. Users are instructed by SE Trg Estates to report to CSS TDU during normal working hours for a safety brief to de-conflict with concurrent activity. No user is to access the area without receiving this brief. For use outside of normal working hours, the CSS TDU must be contacted in advance.
4. **Booking.** Area B4d, B4b and B4e itself is to be booked separately from the remainder of area B4. CSS TDU have been granted primary user status however Licensed use by any civilian user, or military events involving civilian participants are to be arranged through SE Trg Estates, which is to obtain military authority from SE Trg Estates prior to the issue of the license. HQ SE Trg Estates will include B4d, B4b and B4e bookings in its monthly Training area programme.
5. **Responsibilities:**
  - a. **Circuit.** All users are to use the track on the existing one-way system following the arrowed route. Since the circuit is often used at speed, no vehicles are to park or be left on the track; if a breakdown occurs all activity is to cease until the vehicle is recovered. Any incident must be immediately reported to the CSS TDU, and subsequently to HQ SE Trg Estates the allocating authority via SE Trg Estates Ops Room.
  - b. **Control.** Every user is to appoint a Track Controlling Officer (TCO) or in the case of dismounted troops a nominated single controlling person/point of contact, which is responsible for the use of the circuit / training area as booked. This person is to brief all drivers / users on the safety aspects including speed restriction and is to check personally that the track is clear before use. The safety vehicle is to carry a first aid kit, fire Extinguisher (fuel), recovery/tow rope an environmental spill pack and a mobile phone. In addition, CSS TDU is to inspect the condition of the track and barriers at least once a week and inform SE Trg Estates of any problems.

- c. Use of B4d. Since B4 training areas are in constant use by other military units and public, all users must be aware that, although there are signs and wire fences in place as a warning, people, cyclists and animals may appear on the track at anytime.
  - d. Vehicle Recovery Plans. All users are responsible for arranging their own vehicle recovery plans before training is undertaken on the area.
  - e. Wash down Facilities. There is no wash down facilities for outside units using Area B4d.
  - f. Silt Traps. During periods of heavy rain, silt is washed off the Test Track and unless trapped on site, can be carried down the Gelvert Stream and into Fleet Pond, a local Nature Reserve. Responsibility for arranging maintenance and emptying of the silt traps will remain with HQ SE Trg Estates in consultation with Natural England to the SSSI status of the site. In the worst-case HQ SE Trg Estates may close the Test Track to avoid serious silt run-off.
  - g. Safety. All booked users of B4d, B4B and B4e are to report to OC CSS TDU for a briefing prior to using the area. In the event of a serious accident, the civilian emergency services are to be called using 999 giving the RV access gate.
  - h. Test Track Maintenance. If surface maintenance is required, it is to be carried out as part of the Training area maintenance plan and funded through HQ SE Trg Estates.
  - i. CSS TDU Compound. Outside units are not permitted inside CSS TDU Compound unless express permission has been granted through OC CSS TDU.
6. **Orders.** A copy of this Annex is to be sent to every potential user with the booking confirmation. DIO will send a copy to every civilian user with the license.

**EXERCISE CONDUCTING OFFICER'S CLEARANCE CERTIFICATE**

**1. I confirm that all DIO UK Trg (SE) areas and facilities used by this unit have been inspected and verify the following:**

- a. All rubbish, salvage, defence stores, expended ammunition and pyrotechnics have been removed or disposed of in accordance with Standing Orders.
- b. All items likely to be dangerous to either the public, other troops or wildlife have been destroyed or removed. This includes the unlikely spillages of petroleum from OBMs being safely contained and disposed of correctly.
- c. All digging has been back filled and vegetation replaced.

Digging Locations:

- (1) GR.....
- (2) GR.....
- (3) GR.....

**2. Attach a map trace or photocopy showing all Harbour areas, Contact areas, tented and/or hide areas, areas cleared. All details have been submitted with this certificate: \***

- a. GR.....
- b. GR.....

3. The CBRN facility located in Brunswick Training Camp (798309) has been fully vented and cleaned.

4. All incidents, accidents, unusual occurrences and damage have been reported to the ,SE Trg Estates Ops Room/STSO.

5. All gates and barriers have been secured.

**Comments and/or observations are to be written on reverse of this certificate**

SIGNATURE:

\_\_\_\_\_

RANK / NAME:

\_\_\_\_\_

UNIT:

\_\_\_\_\_

DATE:

\_\_\_\_\_

**6. THIS CERTIFICATE IS TO BE HANDED INTO THE GUARDROOM OR EMAILED TO THE STSO [REDACTED] N CONCLUSION OF TRAINING.**

**\* Use reverse for further information or attach word document with report.**



**ANNEX Q TO  
HQ SE TRG ESTATES  
STANDING ORDERS**

**TRAINING AREA RV LOCATIONS**

TRG AREA	ERV GRID	W3W	Local Name/Key Feature/Landmark	Remarks
a	b	c	d	e
<b>B1</b>	SU 8329 5396	cluttered.spotted.during	N/A	Entrance off Ively Road
<b>B2</b>	SU 8269 5273	blink.flexed.original	N/A	Troop Dismounting Point off the Aldershot Road
<b>B3</b>	SU 824 525	Twinkled.thumb.loaf	Brock's Hill	Entrance off the Aldershot Road
<b>B4D</b>	SU 8475 5261	manage.photos.copy	TDU CSS	Entrance off the Fleet Road
<b>B5</b>	SU 8546 5209	Budget.sheep.reap	Rushmoor Arena	Entrance off the Fleet Road
<b>B6</b>	SU 8477 5107	congratulations.venue.mirror	Sunny Hill Road	Entrance off the Wellesley Road
<b>B6</b>	SU 8287 4913	aimless.steam.skimmers	N/A	Entrance off the Odiham Road
<b>B7</b>	SU 8331 5074	head.airship.lyricist	Bourley Lane	Entrance off the Bourley Road
<b>D1</b>	SU 9066 6071	cubed.jump.typed	Heatherside Corner/White Hill	Entrance off the Maultway B3015 Road
<b>D2</b>	SU 9002 6173	groomed.stubble.destroyer	Black Hill	Entrance off the Maultway B3015
<b>D3</b>	SU 9291 6146	complains.setting.remotest	The Folly/Grey Spot Hill	Entrance off the Red Road B311
<b>E1</b>	SU 9035 5580	undertone.offer.frame	Poultry Farm	Entrance off the Old Guildford Road
<b>E1</b>	SU 8938 5492	ropes.host.string	N/A	Entrance off the Mychett Place Road
<b>E2</b>	SU 9197 5611	slanting.cheaper.mopped	Hodge Bottom	Entrance off the Gapemouth Road B3012
<b>E3</b>	SU 9235 5634	grounded.dragonfly.awake	Stoney Castle/Furze Hill Camping Ground	Entrance off Gapemouth Road
<b>E4</b>	SU 9358 5507	tipping.belong.contoured	Long Houses	Entrance off Mill Lane
<b>E5</b>	SU 9186 5211	swung.diet.mailers	Dolleyshill	Entrance off Pirbright Road A324
<b>E5</b>	SU 8982 5144	bunks.once.until	Gravel Pit Hill	Entrance off Ash Hill Road B3411
<b>E6</b>	SU 9391 5358	listening.cherry.lawfully	Standinghill Wood	Entrance off Stanford

				Common road
<b>F2</b>	SU 8353 5922	assess.snipe.driftwood	Hornley Common	Entrance off the A30
<b>F4A</b>	SU 8392 5785	fended.budding.hurricane	Ripon Road/Hawley Sailing Club/Hawley Lake	Entrance off the Minley Road A327
<b>F5C</b>	SU 8243 5770	popped.relief.arrive	Minley Warren	Entrance off the Minley Road A327
<b>F6A</b>	SU 8300 5543	hoping.restriction.microfilm	Southwood Lane	Entrance off the Fleet Road/Cove Road
<b>G1</b>	SU 9060 5782	compacts.magnetic.passage	Blackdown Hill/	Entrance off the Deepcut Bridge Road
<b>G2</b>	SU 9131 5768	cure.kipper.snacking	Dettingen Park/Pottersbery SEN School	Entrance off Dettingen Road
<b>H2</b>	SU 8754 6212	overused.unleashed.objecting	Wishmoor Bottom/SaddleBack Hill	Entrance off Kings Ride Road

**THERE ARE THREE TYPES OF UNITS THAT  
USE THE TRAINING AREAS**

**BAD UNITS**, who leave their rubbish  
or foolishly dig it in (for animals to dig  
up and scatter).

**GOOD UNITS**, who take their rubbish  
home, and

**EXCELLENT UNITS**, who clear  
other's rubbish as well as their own.

**HOW DO YOU RATE?**

# PART TWO

## Register of Risk

For

### **Aldershot Training Areas and Miscellaneous Training Facilities**

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**Intentionally Blank**

MOD Risk Assessment Form			MOD Form 5010 (V1.3 Mar 16)
<b>Establishment /Unit/Ship:</b> DIO Training Estates SE		<b>Assessment Ref:</b> ALD/001/2020	<b>Date:</b> 31 March 2020
<b>Section/Department:</b> Aldershot Dry Training Areas		<b>Assessment Type</b> (Note 1) tick as appropriate	
		<b>Specific</b> <input type="checkbox"/>	<b>Generic</b> <input checked="" type="checkbox"/>
<b>Activity/Process:</b>  Dry Training		<b>Who is at risk:</b>	
		<b>All staff:</b> <input checked="" type="checkbox"/>	
		<b>Operators and/or maintenance staff:</b> <input checked="" type="checkbox"/>	
		<b>Visitors, vulnerable groups, public, etc.:</b> <input checked="" type="checkbox"/>	
Ref	Hazard	Existing Control Measures (Note 2)	Significant Residual Risk. Assessment Req'd.
1.	<b>All Training Areas</b> 1. Members of the public/military inadvertently wandering in to military activity, or injuring themselves on Defence constructions, or ground laid pyrotechnics.  2. Member of the public/military picking up/removing ground- laid pyrotechnics or other items of ordnance.  3. The public encountering a moving military or civilian vehicle (licensed civilian event).	1. Exercising troops and licensed civilian events are warned via the standing orders or (civilian) under the terms of the license that there is the possibility that members of the public may stray into the exercises area.  2. Good military discipline and procedures require that units account for and remove all such items of ordnance.  3. All trenches filled in correctly on completion of exercises and checked by TSMs/TAO.  4. The display of byelaw and warning signs, warning of military debris & prohibited activities.  5. Wildfire Risk assessments completed by military units if using Pyrotechnics. and approved by RAU	Yes

2.	<b>Unlawful use of Open water sites</b> Members of Public/military swimming in open water sites on the training area	<p>1. All water is out of bounds to military &amp; Civilians unless authorised by RAU.</p> <p>2. Adequate display of “Deep Water – No Swimming” signs.</p> <p>3. Area to be patrolled.</p> <p>4. Life Buoy Stations checked regularly for serviceability.</p> <p>5. DTA SO give direction on use of open water areas for military training.</p>	Yes
3.	<b>Digging defence positions</b> The public/military place themselves at risk from entering areas used for digging.	<p>1. Standing Orders require users to back- fill trenches and to remove all defence stores/materials. User confirms this action on the clearance certificate.</p> <p>2. Checks are carried out by TAOs and TSMs.</p> <p>3. Old open trenches/scrapes on training areas to be in-filled.</p> <p>4. Restrict public movement to tracks and paths where necessary.</p>	No
4.	<b>Purpose built tracks and paths</b> Deep potholes, mud and, Erosion/damage to tracks and paths could put users at risk.	<p>1. Maintenance programme and inspections identify areas for action.</p> <p>2. Adherence to the speed limits, (20 MPH) and Standing Orders.</p> <p>3. Trained drivers, using appropriate vehicles within the limitation of the drivers and vehicles.</p> <p>4. DTA Standing orders adhered to.</p>	Yes



5.	<p><b>Temporary construction of obstacles</b></p> <p>The public/military place themselves at risk by entering and using obstacles.</p>	<p>1. Standing Orders prohibit the construction of any obstacle or obstacle course without authorisation. When authority is granted all such construction must be supervised and secured to prevent public access. Obstacles must be constructed to comply with current safety regulations.</p> <p>2. Wire fences, permanent or temporary and including wire, cord or string used for training purposes.</p> <p>3. All construction to be removed on completion of training.</p> <p>4. Users to confirm this action on the clearance certificate</p>	No
6.	<p><b>Traffic on training areas</b></p> <p>Vehicle movement could put other users of the training area or members of the public at risk</p>	<p>1. Military vehicles activity is controlled by Standing Orders.</p> <p>2. Adherence to the speed limits, (20 MPH) reduce to 10 MPH at night.</p> <p>3. Trained drivers, using appropriate vehicles within the limitation of the drivers and vehicles.</p> <p>4. Exercising units warned of possibility of public on areas.</p> <p>5. Vehicle driver are only to reverse with the assistance of a guide.</p> <p>6. All vehicles restricted to tracks or agreed harbour areas.</p> <p>7. All vehicles to have side lights (minimum) whilst moving at night.</p> <p>8. Exercising troops briefed as to action to take when moving vehicles are very close by</p> <p>9. Vehicle drivers are to be briefed on correct hand and torch signals.</p> <p>10. All vehicles to stop on sight of exercising troops and to give way to troops crossing tracks.</p> <p>11. Access to these training areas is controlled by the allocating</p>	Yes

		<p>authority. Keys to access barriers are only issued to authorised users.</p> <p>12. Standing Orders require users completing exercises/training to liaise and enforce any necessary safety Precautions.</p> <p>13. Byelaws and secure barriers prohibit the public from entering the areas with vehicles or motorcycles unless authorised by the RAU.</p>	
7.	<p><b>Troops Exercising</b></p> <p>The public place themselves at risk through entering the immediate areas of a military exercise</p>	<p>1. Enforce restrictions by patrols from TSM/TAO/MDP</p> <p>2. All training is conducted in accordance with current rules and regulations/ Standing instructions for use of weapons, ammunition, safety and vehicle controls. OIC for each activity is required to complete a risk assessment and produce instructions.</p> <p>3. Restrict public movement when necessary, Bylaw Signs in Place..</p> <p>4. Placement of signs “Military Training Keep Out”</p>	No
8.	<p><b>Dense woodlands and overgrown areas</b></p> <p>The public place themselves at risk through entering areas overgrown with trees and scrub. They might not be seen by exercising troops using blank ammunition and</p> <p>Pyrotechnics or civilians conducting activities.</p>	<p>1. Thin out woodland – on going</p> <p>2. Standing Orders/regulations specify safety precautions for use of ammunition and pyrotechnics. 3.Restrict public movement as necessary.</p> <p>4. Civilian organisations require employment of adequate marshals/ Supervisors and warning notices at key locations.</p> <p>5. Enforce restrictions by patrols from TSM/TAO/MDP.</p> <p>6. All training is conducted in accordance with current rules and regulations/ Standing instructions for use of weapons, ammunition, safety and vehicle controls. OIC for each activity is required to complete a risk assessment and produce instructions.</p>	No
9.	<p><b>Gates and Pole barriers for access to training areas</b></p> <p>Metal Gates and pole barriers are not evident in poor light. The public and troops</p>	<p>1. Gates and Poles to be painted with luminous coloured stripes or plastic coated white and red strips.</p>	No

	place themselves at risk by running, cycling, riding or driving into them.		
10.	<b>Air danger</b> Air space users may infringe the training area.	<p>1. Existing controls. The air danger is a scheduled air danger area with the CAA.</p> <p>2. Training area Standing Orders require users to seek permission from HQ SE Trg Estates to use mortars, smoke and illuminates.</p> <p>3. Airborne pyrotechnic to be used in accordance with relevant training and safety pamphlets and DTA SO.</p>	Yes
11.	<b>Military debris (including ammunition)</b> The public/military place themselves at risk from touching or tampering with military debris	<p>1. Byelaws warn the public against touching military debris.</p> <p>2. Hazard signs to be displayed at access points to the areas to warn the public against touching military debris</p>	No
12.	<b>Horse riding</b> Horse riders being thrown from their mount because of military or licensed civilian activity.	<p>1. Riders who are permitted to ride on military land by a current riding permit are by condition of the permit warned of the hazards.</p> <p>2. Vehicle speed limits</p> <p>Permitted riders book on and off the areas via the Ops room and informed of training in the area.</p> <p>3. Permit riders to wear appropriate PPE as directed within the riding permit.</p> <p>4. Military vehicles activity is controlled by Standing Orders.</p> <p>5. Adherence to the speed limits, (20 MPH) and Standing Orders.</p> <p>6. Trained drivers, using appropriate vehicles within the limitation of the drivers and vehicles.</p> <p>7. Exercising units warned of possibility of public on areas.</p> <p>8. Vehicle driver are only to reverse with the assistance of a guide.</p> <p>9. All vehicles restricted to tracks or agreed harbour areas.</p> <p>10. All vehicles to have side lights (minimum) whilst moving at</p>	Yes

		<p>night.</p> <p>11. Vehicle drivers are to be briefed on correct hand and torch signals.</p> <p>12. Standing Orders require users completing exercises/training to liaise and enforce any necessary safety Precautions.</p> <p>13. Byelaws and secure barriers prohibit the public from entering the areas with vehicles or motorcycles unless authorised by the RAU.</p>	
13.	<p><b>Training Areas B1 to B7 Dry Training Areas – Old Buildings and Assault Course Structures</b></p> <p>The public/military could be at risk from death or injury through entering or Playing on these structures.</p>	<p>1. All military users to wear helmets and gloves whilst operating in buildings during exercises.</p> <p>2. No cooking, no fires or generator exhausts permitted on the inside of buildings.</p> <p>3. No firing pyrotechnics into or out of buildings, blank 5.56mm ammunition is permitted without hearing protection.</p> <p>4. Training to be given on the use of ladders if they're to be issued.</p> <p>5. Identification and cordoning off areas posing hazards from slips, trips and falls caused by water ingress, weak structural members, defence stores equipment and lack of lighting.</p> <p>6. Remove all barbed wire from previous use prior to occupation (person to wear barbed wire gloves).</p> <p>7. Persons to be reminded of the health risks posed by rats, bats, pigeons' excrement and face masks to be issued in conjunction with other PPE if identified.</p> <p>8. Out of Bounds signs for members of the public.</p>	Yes
14.	<p><b>Area B4D: D1 Driver Training Areas</b></p> <p>Injury to a member of the public/military while the area is in use for Armoured Vehicle Driver Training.</p>	<p>1. Standing Orders require users to restrict public access to PROW as necessary to prevent them from entering the area.</p> <p>2. Exercising units warned of possibility of public on areas.</p>	Yes

		<p>3. Military vehicles activity is controlled by Standing Orders.</p> <p>4. Adherence to the speed limits, (20 MPH) and Standing Orders.</p> <p>5. Trained drivers, using appropriate vehicles within the limitation of the drivers and vehicles.</p> <p>6. Vehicle driver are only to reverse with the assistance of a guide.</p> <p>7. All vehicles restricted to tracks or agreed harbour areas.</p> <p>8. All vehicles to have side lights (minimum) whilst moving at night.</p> <p>9. Exercising troops briefed as to action to take when moving vehicles are very close by</p> <p>10. Vehicle drivers are to be briefed on correct hand and torch signals.</p> <p>11. All vehicles to stop on sight of exercising troops and to give way to troops crossing tracks.</p> <p>12. Access to these training areas is controlled by the allocating authority. Keys to access barriers are only issued to authorised users.</p> <p>13. Standing Orders require users completing exercises/training to liaise and enforce any necessary safety Precautions.</p> <p>14. Byelaws and secure barriers prohibit the public from entering the areas with vehicles or motorcycles unless authorised by the RAU.</p>	
15.	<b>B3 Tweseldown Racecourse</b> MOD that use the racecourse	1. Unit users are to write their own risk assessments prior to use.	No
16.	<b>E1-E2 Old Guildford Road</b> Erosion/damage to track could put users at risk	1. This is a public right of way. Minimum maintenance completed to ensure track is usable by military vehicles but to deter regular non-military traffic. Warning signs erected at either end warning public of road conditions.	No

17.	<b>Heath Fires</b> Outbreak of fire on the Heathland/training areas.	<p>1. Ban on pyrotechnics/BATSIMs/Camp fires is enforced when required.</p> <p>2. Wildfire Risk Assessment to be completed by military users and approval for use by RAU before use.</p> <p>3. A detailed written Fire Plan is issued to all key personnel and Fire &amp; Rescue Services.</p> <p>4. Bylaws enforced.</p> <p>5. Wild Fire Warning signs in place.</p>	Yes
18.	<b>All Dry Training Areas</b> Road Traffic Collision occurring when vehicles enter/leave the training areas.	<p>1. The ECO is to ensure that the entry gates/barriers to be used are safe to do so taking into consideration weather conditions. Traffic volume, light levels, types of vehicles to use the entrances, etc.</p> <p>2. Sight lines cleared of foliage at exit entry points.</p>	No
19.	<b>Brunswick Camp Obstacle Course</b> Injury to an Official user of the Obstacle course	<p>1. No one may use the Obstacle course unless there is a Qualified instructor present.</p> <p>2. A safety brief on each obstacle and if required a lesson on how to cross each obstacle must be given.</p> <p>3. Tools are provided to rake over the sand in the jump boxes by the camp staff.</p> <p>4. All users are to wear protective helmets.</p> <p>5. The Obstacle course is inspected annually, Monthly and before every use to ensure it is serviceable.</p> <p>6. The qualified instructor prior to use must inspect the course and report any damage.</p> <p>7. Any damaged obstacle is to be put out of bounds and cordoned off until repair is completed by LSS.</p>	No
20.	<b>Brunswick Camp Obstacle Course</b> Injury to an unofficial user of the Obstacle Course.	<p>1. There is nothing to prevent an unofficial user walking on to the Obstacle course and using it outside the regulations set out in Standing Orders.</p>	Yes

		2. The Obstacle course is located within the range boundary and therefore, the risk is likely to be personnel already booked in to the camp for training and use of ranges rather than a civilian walking on to and using the course.	
21.	<b>Brunswick Camp CBRN Testing Chamber</b> Injury to personnel under instruction using the chamber.	1. The chamber is a standard chamber. 2. The chamber is subjected to a bi- annual technical inspection. 3. There are Standing Orders for the chamber. A copy is held in Range Control. 4. The use of the chamber and CS repellent is regulated by the relevant training pamphlets. 5. The correct signage is displayed. 6. Only qualified staff to use chamber in accordance with relevant training Pamphlets/orders	No
22.	<b>Brunswick Camp CBRN Testing Chamber</b> CS repellent affecting the Nearby accommodation or Passers-by.	1. There can only be a leakage of CS repellent If both chamber doors are left open or the instructions for venting the chamber after use are not followed correctly. 2. Signage to be displayed to warn of use near areas of public traffic.	No

Likelihood		Risk Matrix			MOD Form 5010 (V1.3 Mar 16)
Common, regular or frequent occurrence.	3	3 Med	6 High	9 High	
Occasional occurrence.	2	2 Low	4 Med	6 High	
Rare or improbable occurrence.	1	1 Low	2 Low	3 Med	
Severity		1 Minor injury or illness.	2 Serious injury or illness.	3 Fatalities, major injury or illness.	

<b>Hazard Ref</b>	<b>RISK Associated with Hazard (type of incident, injury or ill health)</b>	<b>Risk Rating</b>	<b>Additional Controls Required (Note 3)</b>
1	<p>1. Falls resulting in fractures, dislocations, sprains, strains, cuts grazes and blisters, both by day and night and in all weather conditions.</p> <p>2. Falls from heights or falls of persons and/or equipment onto persons from heights which could result in upper limb and head injuries.</p> <p>3. Risks of burns to persons from fire during pyrotechnic.</p> <p>4. pyrotechnics and or ammunition possibly causing burns, eye/facial and/or hand injuries.</p>	2x2 Med	<p>1. Troops are to include in their exercise action plan that they are aware that members of the public may wander in to the exercise area; that all Defence constructions are to be built; that Trip- Flares are not to be set up without being under constant observation.</p> <p>2. Checks to be carried out by TAO and DIO staff.</p> <p>3. Exercising troops to report any hazards.</p>
2	<p>1. Risk of drowning</p> <p>2. Underwater hazards hit when diving wading or swimming causing fractures, dislocations, sprains, strains, cuts grazes, death.</p> <p>3. Waterborne diseases contaminated water</p>	1x3 Med	<p>1. Dispensation by HQ SE Trg Estates for specific training that has been subjected to a dedicated risk assessment.</p> <p>2. TAO/TSM/MDP to patrol at high risk time, school holidays, Hot weather conditions</p>
3	<p>1. Falls resulting in fractures, dislocations, sprains, strains, cuts grazes and blisters, both by day and night and in all weather conditions.</p> <p>2. Falls from heights or falls of persons and/or equipment onto persons from heights which could result in upper limb and head injuries.</p>	1x2 Low	Controls Adequate



4	<p>1. slips, trips and falls resulting in fractures, dislocations, sprains, strains, cuts grazes and blisters, both by day and night and in all weather conditions.</p> <p>2. Vehicle movements, (particularly at night), on training areas risk of injury or death.</p>	1x3 Med	<p>1. TSM/TAO/MDP monitor user driving habits and ensure speed limits maintained.</p> <p>2. TSM/TAO report damage to tracks and paths to LSS NSC for repair work. Close tracks paths if necessary, until remediation works complete.</p>
5	<p>1. Falls resulting in fractures, dislocations, sprains, strains, cuts grazes and blisters, both by day and night and in all weather conditions.</p> <p>2. Falls from heights or falls of persons and/or equipment onto persons from heights which could result in upper limb and head injuries.</p>	2x2 Med	<p>1. TSMs/TAO to monitor and check during and after exercises to ensure risk ALARP.</p> <p>2. TSM/TAO ensure all obstacles cleared at end of exercise.</p>
6	Vehicle movements, (particularly at night), on training areas risk of injury or death.	1x3 Med	<p>1. TSM/TAO to monitor the training areas for illegal access by mechanical vehicles &amp; report to MDP via Ops Room any illegal activity taking place.</p> <p>2. MDP to patrol training estate irregularly and react to illegal use enforcing Bylaws where necessary.</p>
7	<p>1. Incorrect use of weapons and pyrotechnics and or ammunition possibly causing burns, eye/facial and/or hand injuries.</p> <p>2. Noise induced hearing loss</p>	1x2 Low	Controls Adequate
8	<p>1. Incorrect use of weapons and pyrotechnics and or ammunition possibly causing burns, eye/facial and/or hand injuries.</p> <p>2. Noise induced hearing loss</p>	1x2 Low	Controls Adequate
9	Collision resulting in fractures, dislocations, sprains, strains, cuts grazes, both by day and night and in all weather conditions.	1x2 Low	Controls Adequate
10	Air crash or collision resulting in fractures, dislocations, sprains, strains, cuts grazes, death both by day and night and in all weather conditions.	1x3 Med	TSM/TAO/MDP monitor and enforce the Bylaws and SO where necessary.

11	Pyrotechnics/HE and or ammunition possibly causing burns, eye/facial and/or hand injuries. loss of limbs and death.	1x3 Med	TSM/TAO/MDP monitor and enforce the Bylaws and SO where necessary.
12	<p>1. Falls resulting in fractures, dislocations, sprains, strains, cuts grazes, both by day and night and in all weather conditions.</p> <p>2. Falls from heights or falls of persons and/or equipment onto persons from heights which could result in upper limb and head injuries.</p> <p>3. Collision with vehicle causing fractures, dislocations, sprains, strains, cuts grazes, death both by day and night and in all weather conditions.</p>	2x2 Med	TAO/TSM/MDP to check horse riders have permit to ride on training areas.
13	<p>1. Falls resulting in fractures, dislocations, sprains, strains, cuts grazes, both by day and night and in all weather conditions.</p> <p>2. Falls from heights or falls of persons and/or equipment onto persons from heights which could result in upper limb and head injuries.</p> <p>3. Risk of eye and skin injuries from glass and or other sharp or jagged objects.</p>	1x3 Med	TSM/TAO/MDP monitor and enforce the Bylaws.
14	Vehicle movements, (particularly at night), on training areas risk of injury or death.	1x3 Med	TSMs/TAOs/MDP to monitor the area irregularly and enforce the Bylaws and SO where necessary.
15	1. Falls resulting in fractures, dislocations, sprains, strains, cuts grazes, both by day and night and in all weather conditions.	1x2 Low	Controls Adequate
16	Vehicle movements, (particularly at night), on road risk of injury.	1x2 Low	Controls Adequate
17	Fire causing burns, blisters eye/facial body injuries.	2x2 Med	<p>1. TSMs/TAO/MDP to monitor the area irregularly and enforce the Bylaws and SO where necessary.</p> <p>2. Fire &amp; Rescue Service conduct fire patrols at high risk periods</p>

18	Vehicle movements, (particularly at night), on training areas risk of injury or death.	1x2 Low	Controls Adequate
19	<p>1. Falls resulting in fractures, dislocations, sprains, strains, cuts grazes, both by day and night and in all weather conditions.</p> <p>2. Falls from heights or falls of persons and/or equipment onto persons from heights which could result in upper limb and head injuries.</p> <p>3. Risk of eye and skin injuries from sharp or jagged objects.</p>		Controls Adequate
20	<p>1. Falls resulting in fractures, dislocations, sprains, strains, cuts grazes, both by day and night and in all weather conditions.</p> <p>2. Falls from heights or falls of persons and/or equipment onto persons from heights which could result in upper limb and head injuries.</p> <p>3. Risk of eye and skin injuries from sharp or jagged objects.</p>	2x2 Med	TSM/TAO to monitor the area for unofficial use.
21	Respiratory, eye injuries due to repellent.	1x2 Med	Controls Adequate
22	Respiratory, eye injuries due to repellent.	1x2 Med	Controls Adequate

<b>Assessor (Note 4)</b>		<b>Manager (Note 4)</b>		<b>Overall Risk Rating (highest risk)</b>  <b>Medium</b>
<b>Name/Signature:</b>		<b>Name/Signature:</b>		
<b>Rank/Grade:</b>	C2	<b>Rank/Grade:</b>	Lt Col	
<b>Post/Role:</b>	STSO	<b>Post/Role:</b>	PTSO	
<b>Manager Assessment Review (Note 4 and 5)</b>				
<b>Date:</b>				<b>Review frequency</b>

<b>Name/Signature:</b>				Yearly
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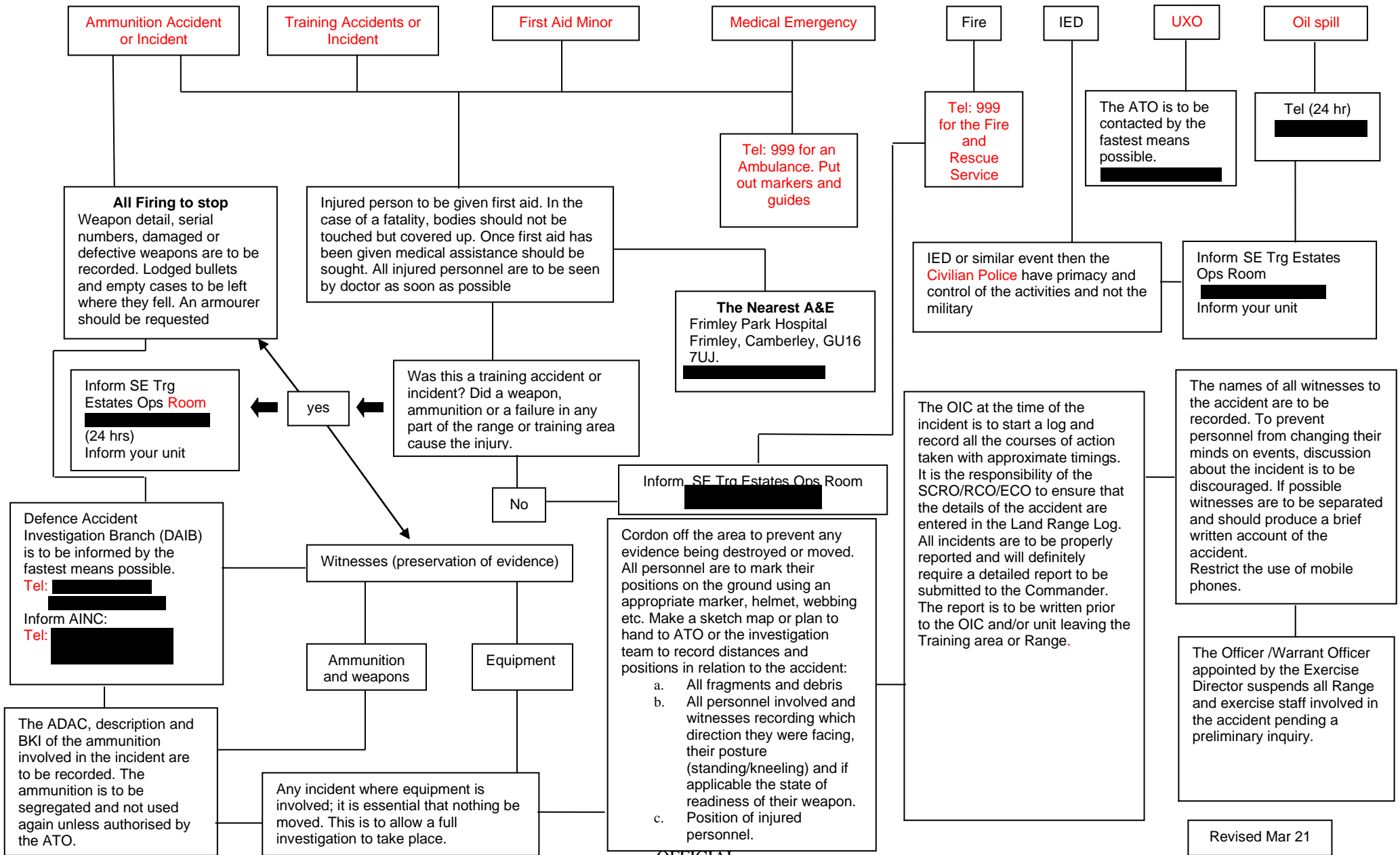
**Notes:**

- 1 If using a 'Generic' risk assessment, Assessors and Managers are to satisfy themselves that the assessment is valid for the task and that all significant hazards have been identified and assessed. If additional hazards are latterly identified they are to be recorded and the Generic assessment updated.
- 2 Only a reference to the safe system of work or simple description of the control measures is required. If the existing control measures reduce the risk to ALARP and the residual risk is considered not to be significant then no further assessment should be needed for the risk relating to that hazard.
- 3 If the risk assessment identifies the need for additional control measures, the risk relating to that hazard and any other hazard s affected by the change will need to be reassessed once the additional controls have been implemented.
- 4 Managers are to note that they are responsible for production of the risk assessment and that by completing this section they acknowledge ownership of the risk and that the risk assessment is suitable and sufficient. Signatures may be required by local procedures where hard copy risk assessments are used but are not necessary for soft copies as electronic signatures provide an audit trail.
- 5 Risk Assessments are to be reviewed:
  - at a frequency proportional to the risk (e.g. high risk – 6 monthly; medium risk – annually; low risk – every 2 years)
  - where required by local instructions/procedures;
  - prior to use if the safe execution of the activity relies on:
    - a permit to work; or
    - stringent adherence to a safe system of work and/or supervision.
  - if there is reason to doubt the effectiveness of the assessment.
  - following an accident or near miss.
  - following significant changes to the task, process, procedure, personnel or line management.
  - following the introduction of more vulnerable personnel.

High	Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Medium	Occasional occurrence.	2	2 Low	4 Med	6 High
Low	Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
<b>Risk Matrix Likelihood X Severity</b>			1	2	3
			Minor injury or illness.	Serious injury or illness.	Fatalities, major injury or illness.
			Low	Medium	High

High	Rigorous scrutiny of control measures required to ensure ALARP, Improve control measures where possible; consider stopping work. Conducting activities at this level of risk may require formal approval from the appropriate Duty Holder.
Medium	Review control measures and improve if reasonably practicable to do so, consider alternative ways of working.
Low	Maintain control measures and review regularly or if there are any changes.

# Emergency Plan for Aldershot Training Areas



**This Aide Memoir is to be carried by all Commanders at all times whilst on the Training Areas.**

<b>IMMEDIATE ACTION TO BE TAKEN IN EVENT OF A SERIOUS CASUALTY</b>
<b>STOP FIRING/FREEZE THE AREA SHOUTING “STOP, STOP, STOP”</b>
<b>ADMINISTER FIRST AID - Implement the medical emergency plan.</b>
<b>TELEPHONE:</b>  <b>Ops Room/Ops WO on Mil:</b> [REDACTED] <b>Civ:</b> [REDACTED] <b>who will inform the</b> <b>DIO DUTY OFFICER</b> <b>or</b> [REDACTED]  <b>TSM's</b> [REDACTED] <b>or</b> <b>NSC on</b> [REDACTED]
<b>STATING:</b>
<ul style="list-style-type: none"><li>• NUMBER OF CASUALTIES</li><li>• TYPE OF INJURIES</li><li>• LOCATION OF CASUALTIES</li><li>• RV FOR AMBULANCE (Range control may dictate this location)</li></ul>
<b>SEND GUIDE TO DESIRED RV POINT</b>

## PART 3

### DRY TRAINING AREA (DTA) ORDERS FOR AREAS B, D, E, F, G, & H,

References:

- A. Pamphlet 21.
- B. JSP 907.
- C. JSP 375 – Management of Health and Safety in the MOD (Parts 1 and 2).
- D. Army Code No. 71717 – Fieldcraft, Battle Lessons and Exercises.
- E. Army Code No 71855-C – Cadet Training – Ranges: Regulations for training with cadet weapon systems and pyrotechnics.
- F. Map GSGS 6500 1:25,000 Edition 1, Aldershot Training areas (over printed information June 2016).
- G. Aldershot Dry Training Area Standing Orders Parts 1 & 2.
- H. DSA 03.OME Part 2 (JSP 482) MoD Explosive Regulations.
- I. Military Engineering Vol,II Pamphlet No 4 & 4A

THE DTA		
Ser (a)	Subject (b)	Details (c)
1.	<b>Name</b>	<b>a.</b> Aldershot Dry Training Areas B, D, E, F, G, & H,
2.	<b>Description</b>	<b>a.</b> Dry Training Area (DTA) with Low land heath, wooded areas, tracks, water features, rolling hills and metaled roads.
3.	<b>Location</b>	<b>a.</b> Map GSGS 6500 1:25,000 Edition 1, Aldershot Training areas (over printed information June 2016).
4.	<b>Air Danger Height</b>	<b>a.</b> The ADH is published on all Air Navigation Mapping and set at 1500ft Above Ground Level (AGL).
5.	<b>Public presence</b>	<b>a.</b> Safety distances as described in Ref A & G regarding discharging of weapons and use of pyrotechnics in the vicinity of civilians are to be strictly adhered to.

WEAPONS AND AMMUNITION		
YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT & SAFE PERSON!		
6.	<b>Weapons</b>	<b>a.</b> All in service weapons capable of firing blank ammunition are permitted. All in service weapons must have an approved Safe Blank Firing System and a clearly defined blank firing area. Blank Firing Attachments (BFA) where applicable are to be fitted during all blank firing. All applicable danger areas are to be applied at all times.
7.	<b>MoD/Civilian Police Weapons</b>	<b>a.</b> All MoD and Civilian Police weapons must conform with the parameters stated in the relevant publications. All weapons must have a clearly defined danger area which is to be applied at all times and must not contravene the Standing Orders, <b>Ref G, Part 1, Para 37.</b>
8.	<b>Ammunition</b>	<b>b.</b> Blank ammunition and marker rounds (Simunition) only are to be used on the DTA, with the exception of the Defence Deer management and Minley Shoot.
9.	<b>Pyrotechnics</b>	<p><b>a.</b> In service pyrotechnics may be used throughout the training area for dry training. Certain restrictions are imposed for various training facilities. These are detailed in the individual orders for those facilities.</p> <p><b>b.</b> No red pyro of any description is to be used on Aldershot DTAs.</p> <p><b>c.</b> ECOs are to be fully conversant with current regulations for the use of pyrotechnics. Pyrotechnics are not to be used for any purpose other than its original specified use. units must be able to monitor an area of 100 meters in diameter around the device in use and be prepared to prevent the public from entering the area. Once Trip Flares are set they must not be left unattended/not overlooked.</p>



		<p><b>d.</b> Exercise Conducting Officers must pay particular attention to Reference A &amp; G concerning the correct process for dealing with pyrotechnic blinds.</p> <p><b>e.</b> All used and unused pyrotechnics are to be removed from the training area and returned/disposed of under unit arrangements.</p> <p><b>f.</b> <b>No OME of any description is to be deposited in Bins or waste skips.</b></p>
10.	<b>Batsim</b>	<p><b>a.</b> Explosive charge battle simulation is permitted in some areas in line with Ref A &amp; G and associated publications.</p> <p><b>b.</b> Prior permission must be sought by submitting a Wildfire Risk assessment to the STSO.</p> <p><b>c.</b> Particular attention must be paid to likely public access.</p> <p><b>d.</b> Once set, explosive charge Batsims are to be clearly marked and must be monitored to ensure that the danger area is not encroached upon, refer to Reference A &amp; G.</p>

<b>DTA SAFETY LIMITATIONS</b>		
<b>YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT &amp; SAFE PERSON!</b>		
11.	<b>Applied danger area</b>	<b>a.</b> Weapons or pyrotechnics are not to be discharged/used within 100m & 300m DTA boundaries. Pyrotechnics requiring destruction as a blind if they fail to function are not to be used within the specified destruction danger area template of the DTA boundaries..
12.	<b>Live Firing</b>	<b>a.</b> The Defence Deer Management and Minley shoot are authorised to use live ammunition under the terms of their license agreement and in accordance with Reference A, DTA Standing Orders. <b>No other live firing</b> is to take place without authorization from the RAU.
13.	<b>Vehicles</b>	<p><b>a.</b> Normal military traffic is permitted throughout all roads and tracks on the DTAs. Speed limits on the DTA is 20mph.</p> <p><b>b.</b> Units wishing to deploy heavy, tracked, specialist vehicles are to contact STSO/TSM prior to arrival.</p>
14.	<b>Tampering with Weapons and Ammunition</b>	<b>a.</b> There is to be no illegal tampering of weapons, pyrotechnics or equipment.
15.	<b>weapons and ammunition</b>	<b>a.</b> Units intending to store OME in field conditions are to do so in accordance with <b>DSA 03.OME Part 2 (JSP 482)</b> MoD Explosive Regulations.
16.	<b>UXO</b>	<b>a.</b> There is a possibility that dangerous ordinance may be present on the DTA. If you encounter any unidentified military debris do not touch it, cordon off the area and inform Training Estates SE Ops Room and follow instruction in accordance with Reference G, DTA Standing Orders. Unit ECO's/ Commanders are to ensure that their personnel are briefed accordingly.
17.	<b>Blinds</b>	<b>a.</b> Blinds are to be dealt with in accordance with Reference A & G, <b>Part 1, Page 10, Para 19.</b>
18.	<b>Radio Hazard (RADHAZ)</b>	<p><b>a.</b> All units training with equipment identified as emitting Radio Hazard must comply fully with all relevant JSP's and publications.</p> <p><b>b.</b> Particular care is to be exercised when radios are to be used in close proximity to magazine facility (F4a), areas/ranges utilizing electric detonators/charges and E3 and F6a areas licenced for Model flying clubs when flying taking place..</p>
19.	<b>Digging</b>	<p><b>a.</b> Limited digging is permitted within the training area, locations to be used must be cleared with the TSMs.</p> <p><b>b.</b> All shell scrapes must be filled in at the end of the exercise and the top turf replaced. Any sandbags that are used are to be emptied and removed from site.</p>
20.	<b>Use of wire/cord</b>	<b>a.</b> All wire/cord used is to removed on completion of the exercise. It must be employed in such a way that it can be removed.
21.	<b>Driving</b>	<p><b>a.</b> There is a 20 MPH maximum speed limit on all of the DTAs.</p> <p><b>b.</b> The wearing of seatbelts is mandatory when driving on the DTAs.</p> <p><b>c.</b> Only recognised vehicle tracks are to be used by vehicles.</p>
22.	<b>Out of Bounds</b>	<p><b>a.</b> All out of bounds areas are to be adhered to. OOB areas will be stipulated by RAU and include, but are not limited to:-</p> <p>(1) Live Ranges and Weapon Danger Areas.</p>

		<p>(2) Wildlife habitats.</p> <p>(3) Ground under repair.</p> <p>(4) Areas/facilities not booked.</p> <p>(5) Areas beyond DTA Boundry.</p> <p>(6) Areas marked as OOB.</p> <p>(7) Non maintained buildings and bunkers.</p>
23.	<b>Security</b>	<p><b>a.</b> Security is a unit responsibility. Be aware that DTA is open to the public who are allowed access in accordance with the Military Bylaws. As a result user units must be vigilant with regards to equipment and personal security.</p>
24.	<b>Public access</b>	<p><b>a.</b> The Public are permitted to use all parts of the military DTA that is not specially enclosed or the entry to which is not shown by notice as being prohibited or restricted and at all times when the DTA is not being used for military Training /Purposes.</p> <p><b>b.</b> Public Rights Of Way (PROW) The public have the right to use the PROWs at any time, with this in mind users should ensure that weapon and Pyrotechnic safety distances are maintained to ensure the safety of the public. At no time can any public right of way be blocked to the public. ECOs are to identify PROW on the DTA and plan there exercises to ensure the PROW are kept clear and the public are kept safe from military training.</p> <p><b>c.</b> Due to the location of the DTAs the Public have a tendency to wander in to the training area when miliatry training is being conducted. If the Public are not on a PROW they can be asked to leave the area that the military training is being conducted on by an Officer or NCO conducting the exercise, this should always done in a polite and curtiose manner to prevent reasons for complaint from the public.</p> <p><b>d.</b> If a member of Public disrupts any military training which means the training has to stop for a short or long period of time then this is an incursion and should be reported to the SE Training Estates Ops Room and TSM for the area concerned.</p>
25.	<b>Helicopter Training</b>	<p><b>a.</b> All flights need to be co-ordinated via the South East Operations Room. If you want to make a booking for helicopter training then the following must be adhered to.</p> <p>(1) Call the Operations room on the day of your flight to make a booking and supply the following information:</p> <p>(a) Area</p> <p>(b) Timings in local.</p> <p>(c) Call sign and Helicopter type.</p> <p>(d) Tasking.</p> <p>(2) You are then to follow up this with an email to [REDACTED] with the same information. The operations room will contact the RAU to de-conflict the training estate and gain authorisation.</p> <p><b>b.</b> Once your flight has the authorisation to go ahead, The operations room will call you and confirm whether the flight is able to go ahead or not and make you aware of any ground restrictions.</p> <p><b>c.</b> Units conducting training with aircraft are responsible for all aspects of their training including all safety measures.</p>
26	<b>Remote Piloted Aircraft Systems (RPAS)and Unmanned Aerial Vehicles (UAV'S)</b>	<p><b>a.</b> The use of UAV's (Drones) anywhere on the DTA is strictly controlled. Units requiring to use 'in service' un-piloted air systems must discuss the matter with the STSO/TSM prior to operating the devices anywhere on the estate. ECOs must pay particular attention to any model flying club usage,including any RADHAZ, which can be restricted or cancelled if urgent priority training is required. A strict criteria must be met, STSO/TSM will advise</p>

<b>POLICY</b>		
<b>YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT &amp; SAFE PERSON!</b>		
27.	<b>General</b>	<p><b>a.</b> These orders are to be read in conjunction with the relevant General Service Training Publication (GSTP) and Standing Order (SO) to support the intended training.</p> <p><b>b.</b> All training is to be authorised by an Exercise Director (ED) who retains responsibility for overall safety for that training organisation.</p> <p><b>c.</b> The ED is to ensure that all exercise directing staff are Suitably Qualified and Experienced Personnel (SQEP).</p> <p><b>d.</b> All ECOs are to have an annual DTA Safety brief prior to using the Aldershot training areas in accordance with Reference A &amp; G.</p>
28.	<b>ECO Qualification/ Appointments</b>	<p><b>a.</b> The Exercise Director (ED) is to appoint a Senior Planning Officer (SPO) and an Exercise Planning Officer (EPO). The SPO is responsible for overseeing the planning of the exercise. The EPO is to produce the mandatory written instructions to support the exercise.</p> <p><b>b.</b> The ECO must be suitably qualified to plan and conduct the type of exercise being undertaken.</p> <p><b>c.</b> ECO's may be asked to provide proof of their qualification.</p>
29.	<b>Exercise Action Safety Plan (EASP)</b>	<p><b>a.</b> EASPs are to be issued to all staff involved in the activity, and a signed copy of the EASP/DRASP by the Senior Planning Officer and ECO is to be uploaded onto BAMS 15 working days prior to the units' commencement of training for a gross error check to be carried out by SE Trg Estates Staff. All other training requiring a Military Risk Assessments (RAs) will also need to be uploaded with wet signatures onto BAMS. Failure to do so for EASP/DRASP and RAs will see the bid rejected.</p>
30.	<b>Hearing protection</b>	<p><b>a.</b> Hearing protection in line with the rules stipulated in Ref A is to be worn during all dry training as applicable.</p>
31.	<b>Accidents/Incidents</b>	<p><b>a.</b> All accidents/incidents are to be reported in the first instance to Training Estate SE Ops Room in line with the Aldershot DTA Standing Orders Accident Aide Memoire. Units are reminded of the requirement to also report accident/incidents via the correct channels as stipulated in <b>Reference G Part 1, Page 9-10, Para 15-17.</b></p>
32.	<b>Risk Assessment</b>	<p><b>a.</b> If any training falls outside the Safe System of Training, there must be an additional Risk Assessment conducted by the user and possibly a 2* dispensation.</p>
33.	<b>Medical Cover</b>	<p><b>a.</b> Units are to provide medical cover in accordance with <b>Ref G, Part 1, Page 17, Para 54</b></p> <p><b>b.</b> Non MoD users are to ensure they have medical cover that is equivalent to or above the requirement in Ref G.</p> <p><b>c.</b> Units are reminded that the Medical Plan is a Unit responsibility and is the responsibility of the Planning Officer.</p> <p><b>d.</b> The nearest A&amp;E department is Frimley park Hospital, Portsmouth ,Road, Frimley Camberley GU16 7UJ.</p>
34.	<b>Booking on and off</b>	<p><b>a.</b> <b>All units are to book on and book off the DTA through the recognised Guardroom for the training area being used, see Reference G, Part 1, Page 11, Para 23-29 for details and in addition ring the training Estates SE Ops Room prior to and on completion of all training.</b></p> <p><b>b.</b> All units exercising on the DTA are to be in possession of the DTA Standing Orders and Accident Aide Memoir.</p> <p><b>c.</b> When booking off units are declaring that the training areas used are clear of all ordnance, explosives, ammunition (OME) and general waste.</p>
35.	<b>RAU Monitoring</b>	<p><b>a.</b> The RAU monitor the training to ensure that users of the DTA do not compromise safe place and therefore have the right to access the area and observe any training that is taking place.</p> <p><b>b.</b> TSMs will visit users and conduct spot checks to check that they have in their posession essential paperwork for thier exercise/training e.g DTA Standing Orders, EASP, Risk Assessments for training being conducted.</p>

DUTIES OF THE ECO		
<b>YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT &amp; SAFE PERSON!</b>		
36.	<b>On arrival at the DTA</b>	<b>a.</b> ECOs are to sign the Training Area Land Log held in the recognized Guardroom for the training area being used and collect the key for the training area barriers. In addition the ECO is to ring the Training Estates SE Ops Room to also book on to the training area at the start of training and book off the training area on completion of thier training.
<b>Procedures Before Training</b>		
37.	<b>Publications</b>	<b>a.</b> The user is responsible for ensuring they have the correct and current documentation in their possession. It is mandatory they are in possession of their EASP/Risk Assessments and the necessary documentation.
38.	<b>Signing on</b>	<b>a.</b> All units are to book on and book off the DTA through the recognised Guardroom for the training area being used, see <b>Reference G, Part 1, Page 11, Para 23-29</b> for details. In addition the unit is to ring the training Estates SE Ops Room prior to and on completion of all training.
39.	<b>Accident/Incident Aide Memoire</b>	<b>a.</b> The ECO is be in possession of and familiar with the DTA accident/incident aide memoire contained in Reference G prior to training commencing.
40.	<b>Flags/Lights</b>	<b>a.</b> When BATSIM training is being conducted on the DTA rules for using red flags contained in <b>Reference A &amp; I</b> must be followed.
41.	<b>DTA clearance</b>	<b>a.</b> ECOs should be aware that on some DTA where cattle grazing takes place It is anticipated that livestock may encroach onto the users exercise area, the cattle may have to be removed before firing commences to prevent risk of injury to livestock, military user and public. <b>b.</b> ECOs should report any debris that could be a hazard to training troops to the TSMs/TAO in order for the object to be cordoned off and removed to prevent injury to the training troops and public.
42.	<b>Communication</b>	<b>a.</b> All units are to book on and book off the DTA through the recognised Guardroom for the training area being used, see Reference <b>G, Part 1</b> for details. Contact Mobile numbers for the ECO are to be recorded in the Training Area Land Log held in the Guardroom for the training area being used. <b>In addition all units are to book on to and off the trg areas through the DTE SE Ops Room prior to and on completion of all training.</b> <b>b.</b> Units are fully responsible for communications within their own organisation/exercise.
43.	<b>Local Knowledge</b>	<b>a.</b> Units are to be fully aware of the local hazards within their allocated DTA. Further information is contained within <b>Referencce G, Part 2, Register of Risks</b> . TSMs are also a good source for information on hazards on their AOR. Likely hazards are as follows:  (1) Grazing cattle. (2) Deep water features. (3) Roads. (4) Public access and proximity. (5) Dead fall within wooded areas. (6) OME/UXO. (7) Non maintained buildings and bunkers. (8) Low flying aircraft. (9) Anti-Social Behavior
44.	<b>Ear defence</b>	<b>a.</b> Hearing protection in line with the rules stipulated in Ref A is to be worn during all dry training as applicable.
45.	<b>Additional Tasks</b>	<b>a. De-confliction</b> – It is the responsibilty of all units using the DTA's to de-conflict with each other regarding specific use of areas. <b>b. Public access</b> – Remember the public may access the DTAs at any time. Units are to exercise due care and awareness when undergoing training.
<b>Procedures During Training</b>		
46.	<b>Change Of Appointment</b>	<b>a.</b> Units may change the ECO appointment at any time. The EASP must be updated in accordance with Reference A. All relevant details of the new

		ECO must be updated in the Training Area Landlog held in the relevant Guardroom for the training area being used, and Training Estates SE Ops Room must be informed by the new ECO to update all relevant details.
47.	<b>Reporting incursions</b>	<b>a.</b> Users should report any incursions, prevented or not to the RAU Via the Training Estates SE Ops Room. Examples are illegal civilian motor vehicles or unacceptable public behaviour. If in doubt report.
48.	<b>Fire On The DTA</b>	<b>Refer to Reference G, Part 1, Page 15, Para 45-46, Fire Prevention.</b>
<b>Procedures After Training</b>		
49.	<b>Finished Training</b>	<b>a.</b> The ECO is to inform the Training Estates SE Ops Room Ops when they have completed all training. All rubbish, including empty cases and cartons are to be removed from the area on completion. <b>It is critically important that no charges, detonators, high explosive, pyrotechnics or explosive ordnance is left on the area.</b> The public do have access to the training estate do not put them at risk.
50.	<b>Clean DTA</b>	<b>a.</b> The DTA has to be handed back in the condition it was signed for. <b>b.</b> A complete clearance of the area prior to signing off the training area is required. <b>c.</b> All OME including all used and unused pyrotechnics, ammunition, spent cases and general waste is to be removed and disposed of under unit arrangements. <b>d.</b> When signing off the training area units are declaring that the area is clear of all debris. <b>e.</b> ECOs on completion of training on the DTA are to complete the DTA clearance certificate and submit it to the STSO within 72 hrs, see reference G, Annex P.
51.	<b>Handover DTA / damage etc</b>	<b>a.</b> Any damage caused to any part of the estate during unit training is to be reported to the Training Estates SE Ops Room immediately.

<b>ACCIDENT/INCIDENT PROCEDURE</b>		
<b>YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT &amp; SAFE PERSON!</b>		
52	<b>Guidelines</b>	<b>a.</b> All ECOs training on the DTAs are to be familiar with the Accident / Incident procedure for this training area and must carry the Immediate Action (IA) aide memoir with them at all times; in the event of an accident or emergency the ECO should follow the direction given in the following paragraphs:  <b>b.</b> The Immediate Action (IA) procedures to be followed in the event of an incident may be found at Reference G, Part 1, Page 17, Para 54-55.  <b>c.</b> Emergency Plan for Aldershot Training Areas may be found at Reference G Part 2, Page 79.  <b>d.</b> Medical Emergency Aide Memoir may be found at Reference G Part 2, Page 80.
	<b>ECO</b>	<b>Stop firing / exercise, freeze the area by shouting; STOP, STOP, STOP</b>
	<b>Weapon safety / evidence</b>	<b>Ensure weapon safety and preserve evidence:</b> Do not make any attempt to unload, make safe, strip or clean any weapon (unless not doing it would increase the risk to personnel) or alter bearing, range or elevation setting. (if necessary move personnel to safety)
	<b>First Aid</b>	<b>Administer immediate first aid, seek medical help, and implement the medical emergency plan.</b>
	<b>Inform / Seek</b>	<b>Inform and seek advice:</b> (This is the units responsibility) <b>If required contact the Emergency Services first (999 or 111) –</b>



		inform Training Estates SE Op Room subsequently Via mobile.
	Stating	<p>Number of casualties</p> <p>Type of injuries</p> <p>Location of casualties</p> <p>RV for ambulance – vehicle or air</p>
	RV	Send a guide to the RV point (barrier key required)
	Cordon	<p><b>Cordon the area and gather evidence:</b></p> <p><b>Protect evidence:</b> everything is to remain in situ until seen by investigators. Personnel are to mark their position.</p> <p><b>Record weapon details:</b> damaged weapons, empty cases are to be left where they fell.</p> <p><b>Identify witnesses:</b> to prevent influencing, stop discussion and separate witnesses, witnesses are to produce a brief written account of the events.</p> <p><b>Make a sketch map:</b> for the investigators, record the position of all fragments and personnel (injured and witnesses) stating the direction they were facing, their stance weapon state and the direction of the weapon.</p>
	Control	<p><b>Control ammunition/Pyrotechnics and evidence:</b></p> <p>Record the ADAC, designation and BKL of the ammunition, it is to be segregated and not to be used unless approved by ATO.</p> <p>Misfires/blinds are to be destroyed in accordance with Pam 21 and ATO instructions and reported to ATO.</p> <p>Only after all investigating agencies have been consulted should the ATO authorised clearance of the scene.</p>
	Suspend	All staff directly involved are temporarily suspended, pending investigation.
	Record	Record the Accident and be prepared to complete a Serious Incident Report (DIO and/or respective TLB/Parent Unit HQ)
53.	Ops room role	Refer to reference G, Part 1, Page 9 & 10, Paras 15,16 & 17
54.	In the event of a civilian ambulance being required, the following information is needed:	<ul style="list-style-type: none"> <li>• <b>Location</b> - 6 Figure Grid Reference.</li> <li>• <b>Contact Details</b> - IC of incident Mobile Numbers.</li> <li>• <b>Number of casualties.</b></li> <li>• <b>Type of injury(s).</b></li> <li>• <b>Location of ERV</b> – Nearest accessible entry Point to Incident.</li> <li>• <b>EHLS Location</b> - 6 Figure Grid Reference if Air Abulance required.</li> </ul>
55.	Ambulance control, ERV location	a. The user is to send someone to meet the ambulance at the designated entrance to the DTA; or be prepared to establish an EHLS in the vicinity.
<b>DTA RECCE</b>		
<b>YOU ARE RESPONSIBLE FOR SAFE PLACE, SAFE PRACTICE, SAFE EQUIPMENT &amp; SAFE PERSON!</b>		
56.	Booking the Recce	a. Any unit wishing to train on the DTAs must carry out a recce and have the General User and Area Safety Brief from the Training Safety Marshals (TSMs). Recces and briefing are booked through the Training Estates SE Ops WO Contact [REDACTED] Briefs are Held on Tuesdays and Thursdays at 1030 hrs Location Brunswick Camp Bld 43.
57.	In Order To carry Out A Recce You Must Be In Possession Of The Following:	a. In order to conduct your recce you must first obtain authorisation from the TSM or Ops WO Brunswick Camp, see Reference G, Annex J for contact details. Recce party must be in possession of DTA Standing orders and Aldershot Miliatry Training Area Map in accordance with Reference F.
<b>ADMINISTRATION</b>		
	Booking/Allocation	See Reference G Page 9, Para 7, 8 & 9
58.	Cancellation	a. Units are to inform the BAMS Cell of any cancellations as soon as possible; in order to allow areas to be re-allocated.

59.	<b>Pets</b>	<b>a.</b> It is generally considered that trying to manage a dog whilst conducting training is incompatible, therefore Unit personnel are not to bring their pets on to the training area or in to field accommodation when they are conducting military training/exercises.
60.	<b>Use Of DTA By Foreign Forces</b>	<b>a.</b> All Foreign Forces bids must be passed and processed to DIO SD TRG HQ SO2 Foreign Forces who will accept or reject the request and completed 907 booking form.
61.	<b>Vehicles And Parking</b>	<p><b>a.</b> ECO conducting training should pay particular attention to the Aldershot Military DTA map with regards to weight restrictions on some approach routes especially for bridges when traveling from and to different training areas along public highways in military vehicles. Sites for vehicle drop-off/pickup must be carefully selected and must not inconvenience other road users or risk injury to troops/the public.</p> <p><b>b.</b> Only MOD vehicles in direct support to training activity may park on the DTA, whether at specified bivouac sites or in support of daily training activity.</p>
62.	<b>Private Vehicles</b>	<p><b>a.</b> Private vehicles are not to be taken on to the DTAs unless authorized by the RAU or are under License and have insurance cover.</p> <p><b>b.</b> All vehicles not permitted or not authorized to operate on the training area are to be parked in the main access point car parks.</p>
<b>COMMAND AND COMMUNICATION</b>		
63.	<b>Range Administrative Unit (RAU)</b>	<b>a.</b> Details regarding command of the Aldershot DTA may be found at <b>Reference G Part 1, Page 8, Para 5.</b>
64.	<b>Communication</b>	<p><b>a.</b> There are no fixed landline telephone communication systems provided/present on the DTAs.</p> <p><b>b.</b> Users are to bring sufficient primary and secondary safety comms to facilitate their training activity on the DTAs.</p> <p><b>c.</b> ECO's should ensure they possess separate (emergency) mobile communications at all times.</p> <p><b>d.</b> Further communication as per <b>serial 42</b> above.</p>
65.	<b>Emergency telephone numbers</b>	<p><b>a.</b> <b>Training Estates SE Ops Room</b></p> <p>(1) [REDACTED]</p>
66.	<b>Useful Telephone Numbers</b>	<b>a.</b> <b>See Reference G Annex J Page 46-47.</b>

Signed	<i>Original Signed</i>
Name	[REDACTED]
Rank	C2 MSF
Appt	STSO Pirbright
Date	31 March 2021

Signed	<i>Original Signed</i>
Name	[REDACTED]
Rank	Lt Col
Appt	Comd DIO Trg Estates SE
Date	31 March 2021

OFFICIAL