
The Corps Instructions of the Royal Australian Electrical and Mechanical Engineers



Corps Instruction Four *“The RAEME Corps Committee”*

A blue ink signature of Brigadier AWF Freeman, written in a cursive style, is positioned above a horizontal line.

Brigadier AWF Freeman
Head of Corps
RAEME

14 October 2018

AG7971797

RAEME Corps Instruction Number Four – The RAEME CORPS COMMITTEE

Introduction

1. Chief of Army Directive 05/01 dated 17 May 01 directed the re-establishment of the Head of Corps (HOC) function IOT represent the respective Corps in capability and heritage issues.

Aim

2. The aim of this instruction is to prescribe the charter, composition and operation of the RAEME Corps Committee.

Role

3. The RAEME Corps Committee is established by the HOC. The committee nominees are identified by HOC and appointed by the Chief of Army.

Charter

4. The charter of the RAEME Corps Committee is to:
 - a. Foster and develop *esprit de corps* and tradition throughout the Corps, and
 - b. Guide and manage the activities and domestic affairs of the Corps (with the exception of those matters relating to discipline, capability, and the military and technical functions of the Corps) and to make recommendations affecting them to the Head of Corps.

Composition

5. The RAEME Corps Committee is to comprise the following:
 - a. Chairman - Representative Colonel Commandant
 - b. Vice Chairman - Regional Colonel Commandant by selection
 - c. Executive Officer - DHOC (Gnd and Aero) alternating
 - d. Secretary - SO2 Corps Heritage
 - e. Members:
 - (1) Head of Corps
 - (2) DHOC (Gnd)
 - (3) DHOC (Aero)
 - (4) Regional Colonels Commandant
 - (5) Corps RSM
 - (6) RAEME Association National Representative.
6. All members of the RAEME Corps committee have voting rights.

Meetings

7. The RAEME Corps Committee will meet at least annually at a place designated by the Chairman. Additional meetings, if necessary, may be held at the discretion of the Chairman. Where possible a meeting is to coincide with the Corps Conference.

8. Issues will be raised for Out Of Session (OOS) consideration as a matter of course in order to achieve consideration in a timely manner. OOS issues are to be administered by the Committee Secretary.

Quorum

9. A quorum will comprise of the Chairman (or his representative) and three other members.

Veto

10. The decisions of the RAEME Corps Committee are subject to veto by the HOC.

Terms of Reference

11. The RAEME Corps Committee is responsible for:
- a. the strategic direction of the Corps traditional and ex-regimental activities
 - b. advising the HOC on matters affecting the general well-being, *esprit de corps* and such activities which support the development of Corps tradition
 - c. providing advice on Corps celebrations, e.g. RAEME birthday
 - d. preparation of Corps Instructions for HOC approval and review
 - e. oversight of Corps Fund Committee in accordance with Corps Instruction Number 3
 - f. providing assistance to the Army Museum, Bandiana on Corps matters
 - g. providing assistance to the Army History Unit in recording the history of the Corps
 - h. investigating changes to RAEME dress embellishments
 - i. initiating action to obtain distinctive Corps items not available through the supply system
 - j. initiating action on any other matter which may be of value in promoting *esprit de corps*, maintaining traditions, and promoting the Corps image
 - k. considering items raised by Colonels Commandant.

Sub Committees

12. Sub-committees may be established by the Corps Committee to deal with general or specific Corps domestic matters. Each is to consist of at least two members, including:

- a. a chairman, who is a member of the Corps Committee
- b. one or more members, who may or may not be members of the Corps Committee.

Arte et Marte