



**Defence Entrepreneurs Forum – Australia (DEF Aus)
Australian Army - Postern Association**

DEF Australia

See distribution

ADMINISTRATIVE INSTRUCTION NO 01/2016

DEF[X] AUSTRALIA 08-09 DEC 16

References:

- A. Army Training Instruction 4-4/10, *Australian Army Policy on Sport*, dated 14 Oct 10
- B. Postern Association Constitution dated 25 Aug 16

Introduction

1. The Postern Association is a network of military leaders who strive to 'be better tomorrow than what we are today'. The focus of the Postern Association is to build a network of leaders and thinkers who actively strive, seek and support each other's pursuit of professional mastery.
2. The Association provides an informal and self-organised network for professional development, regardless of where a member sits within the chain-of-command. DEF Aus is the Postern Association's sole activity in 2016 IAW ref B. DEF Aus therefore falls under the Australian Army Association's governance, risk, public and non-public monies, and sponsorship requirements IAW refs A-B.
3. DEF[X] is an innovation forum held in Canberra from 08 – 09 Dec 16. The forum will enable idea pitchers to pitch their idea to a board of senior leaders and influential academics as well as establish a platform for junior commanders to network and discuss issues and ideas in a professional setting.

Aim

4. The aim of this administrative instruction (ADMININST) is to detail the administrative arrangements for DEF[X] Australia held 08-09 Dec 16.

Venue

5. DEF[X] Aus will be held at the Australian Defence College (ADC), Kirkpatrick Street, Weston Creek, Canberra. The forum will be held in the Geddes Building (Blamey Theatre) which is outlined at annex A.

Key appointments

6. The DEF[X] key appointments are:
 - a. **Activity OIC:** MAJ Clare O'Neill

- b. **Activity CSO:** MAJ Anthony Lias
- c. All members of the DEF Aus committee will be on site and able to provide assistance on the day.

Participants

- 7. DEF[X] Aus will have a number of different levels of participation, including:
 - a. **Idea Pitchers.** Emerging leaders with grounded experience in their corps or specialisation who have an innovative idea that requires support and development to be considered by the wider defence community. Idea pitchers can be teams or individuals and are anticipated (yet not confined to) LT- MAJ and CPL-WO2 (and equivalents across all services).
 - b. **Idea Sponsors.** Mid to senior leaders able to be paired to idea pitchers to act in a sponsor role to help guide idea pitchers through the institutional realities as well as provide strategic insight in order to build upon and improve the idea's chance of implementation. Anticipated MAJ – COL rank (and equivalents).
 - c. **Junior Participants.** DEF Aus aims to encourage a culture of innovation in junior ranks as the status-quo for our military. Interested junior participants (CPL-MAJ and equivalents) are invited to attend even if they do not have an idea to pitch.
 - d. **Senior Participants and Observers.** DEF Aus has endeavoured to recruit inspirational thinkers and leaders to attend and foster a culture of professional development and innovation through their participation at DEF[X].
 - e. **Board members.** Idea Pitchers will pitch ideas to a board of senior leadership and influential academia. The DEF[X] 2016 board consists of:
 - i) Chairman: Brigadier Mick Ryan, AM
 - ii) Board Members:
 - (1) Chief of Army – Lieutenant General Angus Campbell, DSC, AM
 - (2) Chief Joint Operations – Vice Admiral David Johnston, AM RAN
 - (3) Air Power Development Centre – Air Commodore Anthony Forestier, OAM
 - (4) Adjunct Professor of International Security at the University of NSW – Professor Alan Dupont

Program

- 8. A program outline is at annex B. A detailed program for the forum will be provided as an online conference booklet from 05 Dec 15 from <http://groundedcuriosity.com/category/defaus/>.

Bring your own device

9. The concept of DEF[X] is to keep the conversation going and maintain a community of thinkers and debate. Participants are encouraged to bring their own device for use during the forum. Wifi access will be made available so that participants can join the conversations on social media.

Registration

10. All participants for DEF[X] need to be registered via Eventbrite (<https://www.eventbrite.com.au/e/defx-aus-registration-28309858549>). There will be no registration on the day. On arrival to ADC, participants are requested to check in at the registration desk in the foyer of the Geddes Building.

Conference fee and travel costs

11. There are no conference fees and DEF Aus will meet the catering costs for this event.
12. Travel costs and incidentals are to be funded either by the individual or the unit (if approved by unit chain of command).

Dress

13. Participants are to wear neat civilian attire for the duration of the forum in order to cultivate informal networks regardless of rank. All participants will require their Defence ID in order to gain entry to ADC.

Transport and parking

14. **Bus.** Participants who have registered for transport via eventbrite can utilise the provided shuttle coach service. The Coach will leave ADFA Officers Mess at 0720 and RMC-D Officers Mess at 0730 on the 08 Dec, and 0750 and 0800 on the 09 Dec. The bus will return at the conclusion of each day of the forum.
15. **Private Transport.** Adequate car parking is available at ADC for private motor vehicles in the ACSC carpark indicated in the map at annex A.

Catering

16. Morning tea and lunch will be provided for both days of the forum with tea and coffee available on site. Participants will require their Defence ID card for lunch.
17. Any specific dietary and/or special needs access requirements are to be emailed to the DEF Aus committee at defaustralia@gmail.com.
18. **Networking Event.** All participants are invited to attend a networking event at the Duntroon Officers Mess from 1700 h on 8 Dec 16. The supplied bus will drop pers at this location (for those who have registered for the bus otherwise travel is via own means).
19. **Chief of Army Dinner.** Select idea pitchers are invited to attend dinner with the Chief of Army on 08 Dec 16 from 1900h at Barnard House. Admin details will be issued SEPCOR.

Funding

20. DEF[X] as a subsidiary for the Postern Association will meet all authorised costs for this event, IAW the DEF[X] budget and sponsorship plan.

21. All funding is managed IAW refs A and B.

Safety and Risk

22. The overall risk assessment for DEF[X] is medium, predominantly to reputation. In order to reduce this, participants are to be cognisant of acceptable social media behaviour. A location specific safety brief will be included in the DEF[X] Forum booklet.

Conclusion

23. The DEF[X] has been constructed by a small and decentralised team of Army Majors with the aim to provide a platform for junior commander's intellectual and innovative talents. The DEF[X] success will be measured through the sustainment and longevity of the people-to-people networks and the long-term ability of this network to turn informal conceptual ideas into formal capability for the ADF. This is an ambitious first activity for the Postern Association that will be tested and adjusted in 2017.



CL O'Neill

Major

Director DEF Australia

29 November 2016

Annexes:

- A. ADC Map
- B. DEF[X] Aus Program
- C. DEF[X] Risk Assessment

Distribution

DEF[X] Speakers and Participants

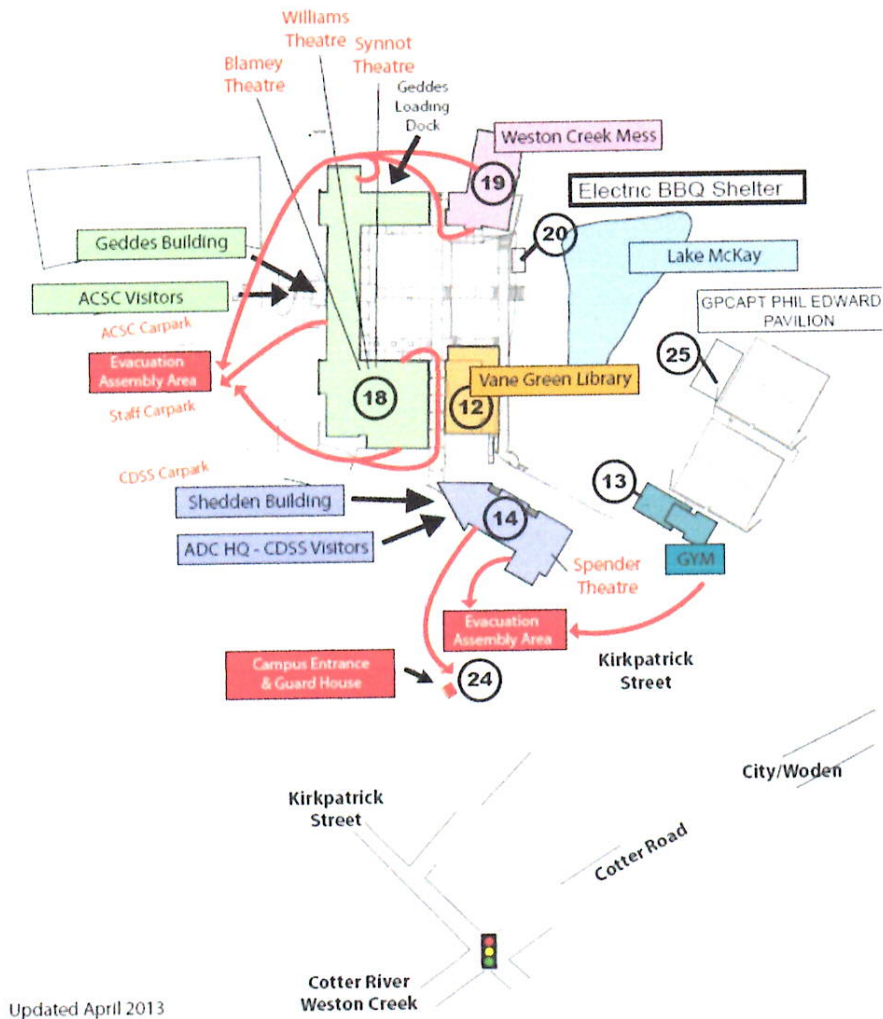
For information:

ADC to CA

ADC to CJOPS

ADC to DCA

ADC MAP



DEF[X] Schedule of Events

Day 1 - Thursday, 8th December 2016			
Time	Event	Key Speakers	
From 0720	Bus departs Royal Military College – Duntroon		
0730-0800	Registration		
0830-0840	Welcome	Clare O'Neill – Executive Director, DEF Australia	
0840-0900	Opening Address	Major General Rick Burr, DSC, AM, MVO - Deputy Chief of Army	
0900-0950	Session 1 Why Should Junior Commanders Innovate? Learning and Adaptation in War	Speaker: Professor Dan Marston - Professor of Military Studies and Principal of the Military and Defence Studies Program, Australian Command and Staff College, ANU	
0950-1030	Morning Tea		
1030-1100	Keynote Address	August Cole, Author <i>Ghost Fleet</i>	
1100-1200	Session 2 The Future Fight	Panel: 1. Dr Mark Thomson – Senior Analyst, ASPI 2. Colonel Marty White – Director of Special Operations and Plans, Special Operations Headquarters 3. Ms Jasmin Craufurd-Hill – Director, the Institute for Regional Security 4. Colonel Damien Hill – Commander, Combat Training Centre	
1200-1300	Lunch		
1300-1315	Postern Association Launch	Brigadier Mick Ryan, AM - President Postern Association	
1315-1445	Session 3 Activity 1 - Inspiration Sessions 1. Future Amphibious Operations – Dr Peter Dean, Acting Head, Strategic and Defence Studies Centre 2. Innovating Multi-Domain Battle: Riding the Wave of the Unknown – Dr Al Palazzo, Director, Army Research Centre	Activity 2 Postern Association Working Group	Activity 3 Rehearsals Idea Pitchers
1445-1500	Afternoon Tea		
1500-1630	Session 4 Activity 1 - Inspiration Sessions 1. Junior Commander Innovation - Rear Admiral James Goldrick AO, CSC, RANR & Vice Admiral Peter Jones, AO, DSC, RANR 2. Future Cyber Operations – Colonel Marty White	Activity 2 Postern Association Working Group	Activity 3 Rehearsals Idea Pitchers
1640	Bus departs for Royal Military College Duntroon		
1700-1800	Networking Royal Military College Duntroon		
1900	Idea Pitcher Dinner		

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Day 2 - Friday, 9th December 2016		
Time	Event	Key Speakers
From 0750 h	<i>Bus departs Royal Military College Duntroon</i>	
0830	Welcome	<i>Wade Cooper</i>
0830-1000	Ideas Pitch	Board: 1. Chair – Brigadier Mick Ryan, AM 2. Chief of Army – Lieutenant General Angus Campbell, DSC, AM 3. Chief Joint Operations – Vice Admiral David Johnston, AM RAN 4. Air Power Development Centre – Air Commodore Anthony Forestier, OAM 5. Adjunct Professor of International Security at the University of NSW – Professor Alan Dupont
1000-1030	Morning Tea	
1030-1230	Ideas Pitch	Board Note: interspersed between idea pitches will be 'Junior Innovation - Stories of Success and Failure Speakers include: Jasmin-Craufurd Hill (Institute for Regional Security) and Tim Jones (NZ Army).
1230-1330	Lunch	
1330-1345	The Cove Launch	Chief of Army – Lieutenant General Angus Campbell, DSC, AM
1345-1415	Board Presentation	DEF[X] Board Chairman – Brigadier Mick Ryan, AM
1415-1445	Closing Address	Chief of Army – Lieutenant General Angus Campbell, DSC, AM
1445-1600	Afternoon Tea / Wrap-Up	
1630	<i>Bus departs for Royal Military College Duntroon</i>	

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DEF[X] RISK MANAGEMENT WORK SHEET

UNIT: DEF Australia (under the Australian Army Association – The Postern Association)

ACTIVITY: DEF[X]

DATE: 08-09 Dec 16

LOCATION: Canberra Local Area (RMC-D and ADC)

No. OF PERSONNEL: up to 200 pers

ACTIVITY OIC: MAJ Clare O'Neill

ACTIVITY CSO: MAJ Anthony Lias

HIGHEST RISK SCORE ASSESSED FOR THIS ACTIVITY IS: **MEDIUM**

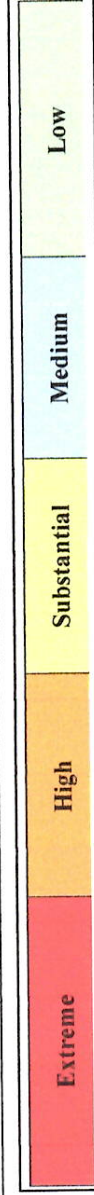
ATTACHMENTS:

1. ACTIVITY DESCRIPTION
2. RISK ASSESSMENT SUMMARY
3. ACTIVITY PLAN REVIEW
4. RISK MANAGEMENT PLAN REVIEW AND ENDORSEMENT

3. RISK ASSESSMENT SUMMARY



SER	THREAT	RISK EVENT	IMPACT CATEGORY 'may cause impact on:'	CONTROLS (Standard controls as per doctrine)	INHERENT RISK LEVEL	ADDITIONAL CONTROLS (Only to be added if not included in current doctrine, TMP, SOP's etc. to be within risk tolerance threshold as well as achieve ALARP)	RESIDUAL RISK LEVEL
1.	Professional Reputation	Given the ranks and expertise of board members and panel participants there is the potential for professional embarrassment occur. This may have reputational consequences caused by: a. social media faux pas b. unfavourable media attention c. negative interactions between junior and senior officers d. low junior participant attendees	Mission – May compromise task and cause failure to achieve objectives Personnel – NIL Resources – NIL Environment – NIL Reputation – May effect reputation of Postern Association and prevent future professional military education events conducted for junior commanders by the Postern Association in the future.	a. ADF Social Media Policy	Mission Medium 12 Personnel NIL Resources NIL Environment NIL Reputation Medium 12	a. OIC to ensure DEF[X] structure is clearly articulated and understood by all participants b. discussion on DEF[X] structure, trg aim and objectives occurs on social media and through e-mail correspondence to all attendees prior to event c. E-mail to unit CO's providing information and endorsement for DEF[X] sent Oct 16 d. Idea pitchers encourage peers to attend DEF[X] e. local corps schools and units within driving distance targeted to release and encourage junior commanders to attend	Mission Low 17 Personnel NIL Resources NIL Environment NIL Reputation Medium 12
2.	Injury to Personnel	During DEF[X] minor injuries may be caused by: a. Getting caught on exposed edges b. trip hazards. c. food poisoning	Mission – Injuries are unlikely to be serious in nature to threaten the DEF[X] mission or prevent achievement of objectives. Personnel – Has potential to cause	a. Food prepared and served by appropriately trained and qualified personnel b. Serviceable AV equipment provided c. CASEVAC Plan IAW ADC medical plan. DEF Committee to act as safety staff and first aiders.	Mission Low 20 Personnel Low 20	a. Safety brief on ADC facilities will be incorporated in the DEF[X] Participant conference booklet.	Personnel Low 20 Resources NIL

SER	THREAT	RISK EVENT	IMPACT CATEGORY 'may cause impact on:'	CONTROLS (Standard controls as per doctrine)	INHERENT RISK LEVEL	ADDITIONAL CONTROLS (Only to be added if not included in current doctrine, TMP, SOP's etc. to be within risk tolerance threshold as well as achieve ALARP)	RESIDUAL RISK LEVEL
		a. Excessive alcohol consumption at networking event b. Unacceptable or inappropriate behaviour is captured on social media causing reputational damage to ADF/Army and DEF	Personnel – minor personal injury or unacceptable behaviour could occur Resources – damage to the RMC-D officers mess is assessed as rare Environment – NIL Reputation – Inappropriate or unacceptable behaviour could occur may impact on ADF/Army and Postern Association reputation	b. Alcohol consumed IAW Defence alcohol guidelines c. Food served d. Mess games/ drinking games not facilitated	17 Personnel Medium 15 Resources Medium 13 Environment NIL Reputation Medium 12	b. Activity advertised as a networking activity instead of a focus on drinking c. OIC appointment – MAJ Thomas McDermott to ensure professional behaviour	17 Personnel Low 17 Resources Low 17 Environment NIL Reputation Medium 16



RISK MANAGEMENT PLAN REVIEW AND ENDORSEMENT

THE HIGHEST RISK SCORE ASSESSED FOR THIS ACTIVITY IS: MEDIUM

OIC:	1. Has the Risk Control Plan been implemented? (If NO what tasks remain outstanding?)	YES / NO	
	2. Are control measures appropriate / effective?	YES / NO	
	3. Does control plan need higher Command endorsement?	YES / NO	
	4. Is INHERENT or RESIDUAL RISK acceptable? (If NO task is to be modified / cancelled)	YES / NO	
	5. Is overall RISK level acceptable?	YES / NO	Sig:  MAJ Clare O'Neill DEF AUS Director Date: 29 NOV 16
CHIEF SAFETY OFFICER Person identified within OPORD, is responsible for overall safety of the activity and reports to OIC.	6. Control measures are appropriate and effective?	<input checked="" type="radio"/> YES / NO	Sig:  MAJ Anthony Lias DEF AUS Forum Director Date: 25 NOV 16
SAFETY MANAGER	7. Control measures are appropriate and effective COMMANDING OFFICERS SIGNATURE REQUIRED	<input checked="" type="radio"/> YES / NO <input checked="" type="radio"/> YES / NO	Sig: Date: NOV 16
COMMANDING OFFICER	8. Control measures are appropriate and effective CO's signature is required if Residual Risk Level is SUBSTANTIAL Residual Risk above Substantial to be sent to SOCOMD	YES / NO	Sig: Date: NOV 16