

Nelson Cadet Unit, New Zealand Cadet Corps

12 May 26

JOINING INSTRUCTION 04/2026

EXERCISE ARTEMIS, REGI FIELD EX, WAIROA VALLEY – SAT 30 MAY-MON 1 JUN 26

General

1. Nelson Cadet Unit is conducting an exercise to train Regimental & Corps Cadets in military leadership & fieldcraft skills.
2. Cadets are eligible if they:
 - a. Have attended Basic Fieldcraft Exercise.
 - b. Have attended minimum 50% parade nights this year.
 - c. Have the physical and emotional maturity to operate in cold or hot and tiring conditions.

Aim

3. The objective of this exercise is to learn and enhance these valuable skills in a practical, challenging and enjoyable environment.
4. The aim of this instruction is to detail administrative requirements prior to attending the exercise.

Details

5. Location: Gilbert Lodge, Wairoa Valley (drop off and pick up from NCU)
6. Timings:
 - a. Arrival: NLT 0830hrs Sat 30 May at NCU
 - b. Dismissed: From NCU approx. 1400hrs Mon 1 Jun
7. Cost: There is no fee for this exercise if Cadets have paid annual fees.

Administration

8. Cadets must sign up on CadetNet and have NOK approval NLT 1800hrs Tue 19 May.
9. If Cadets are having issues with applying, they should email ncu@cadetforces.org.nz prior to the close off.
10. Cadets are to ensure that the primary Next of Kin listed on CadetNet is available to be contacted throughout the duration of the exercise.

Scope

11. The training program will include the following:
 - a. Working as a section
 - b. Camouflage
 - c. Navigation
 - d. Indicate and recognise targets

- e. RATEL
 - f. Patrolling through varied terrain; and
 - g. Operating at night.
12. Cadets will be carrying packs, sleeping under hutchies.

Clothing & Equipment

13. Dress: Dress 3C Field (DPM with sleeves down, J-Hat, boots, t-shirt, smock).
14. Equipment:
- a. A full equipment list can be found in **Annex A**.
 - b. Ensure kit list is thoroughly checked and highlight any items required for loan from Unit Q-Store. Items will be loaned out on Tue 26 May.
 - c. Webbing and packs are required for this exercise and will be issued from the Q-Store.
 - d. A limited amount of clothing and equipment (e.g., sleeping bags) are available from the Q-store to loan. We encourage borrowing from family and friends rather than spending a lot on new equipment if you may not use it very often.
15. A kit check will be conducted on arrival at the exercise. If a Cadet arrives without any of the equipment outlined in Annex A, they will not be able to attend the exercise as there will not be time for them to go home and get it before we leave.
16. It may be hot during the day and will be cold in the evening, so it is essential Cadets have sufficient warm layers, as outlined in the kit list. Charity shops and op shops often have good warm clothing at cheap prices
17. Cadets' clothing and equipment is their responsibility for the duration of the exercise.
18. The weekend could be very wet, so it is recommended that kit is to be packed in waterproof bags in Cadets' packs (e.g. black rubbish bags or Ziplock type bags).

Cell Phones

19. There is very little cell phone reception at the exercise location. Cadets will not have use for their cell phones during the exercise.
20. If cell phones are brought, they are the responsibility of the individual and must be packed away at all times.

Medical

21. Minor medical incidences will be administered by first aid qualified NZCF Officers.
22. Serious medical requirements will be met through Nelson Hospital Emergency Centre or ambulance if required. Next of Kin will be notified immediately if this level of action is required.

Rations

23. All personnel are to ensure any dietary requirements are correct on CadetNet
24. Cadets will be supplied with a Ration Pack for the exercise. These will be issued on Tue 26 May.
- a. If Cadets have dietary requirements or allergies, substitute similar items and bring back any leftover items.

25. Cadets must eat a large breakfast before they arrive.
26. There is sufficient food in the Ration Pack for the exercise, but Cadets can bring some additional snack food if they wish, such as dried fruit and nuts, muesli bars etc.

Grooming

27. The following grooming standard guidelines apply to all personnel.
28. Hair:
 - a. Short/Medium: Hair must be neatly trimmed. It is not to be ragged, excessively bulky, or long, or to extend beyond the top of the collar. When combed, it is not to overlap the eyes or ears or otherwise interfere with the normal wearing of a beret or JHat.
 - b. Long hair: Long hair is defined as hair that extends beyond the upper edge of the collar on the back of the uniform when hair is loose.
 - i. Long hair can be worn in a bun, a single braid, or double French braids. Hair must be secure and neatly styled regardless of which of the above styles are worn.
 - ii. If hair accessories (clips, hair ties, bun nets) are worn, items are to be of plain design and of a similar colour to the hair. Hair ornaments (e.g. ribbons, headbands, scrunchies) are not to be worn while wearing uniform.
29. Facial Hair: Cadets are to maintain a clean-shaven appearance at all times.
30. Jewellery:
 - a. Earrings: One pair of plain stud earrings (i.e. one stud in each earlobe) may be worn when in uniform, and in the earlobe only. Earrings may be gold, silver, pounamu, or natural in colour to a maximum diameter of 5 mm. Natural in colour in this context means skin-coloured or a light shade.
 - b. Piercings: No form of body or facial piercing other than described above is to be worn whilst in uniform. Piercings are to be taken out, not just covered.
 - c. Rings: Wedding / civil union, engagement / commitment, eternity, signet or fitness rings may be worn when in uniform. The following restrictions apply: Rings may be worn on a maximum of two fingers, with no more than one ring per finger. This total includes the fingers of both hands.
31. Nails:
 - a. Nail Polish. Clear, colourless or neutral shades of coloured nail polish may be worn when in uniform. Chipped nail polish is not permitted.
 - b. Fingernails. Fingernails, natural or fake, are to be clean and neatly trimmed, and are not to extend further than 5 mm beyond the tip of the thumb or finger.

Discipline

32. All NZCF personnel are to abide by the NZCF Code of Conduct. The EX OIC is responsible for any disciplinary matters which may arise during the exercise.
33. Cadets that display inappropriate behaviour, are disruptive, or unable or unwilling to participate in activities, may be required to leave the exercise and NOK will be asked to collect them.
34. If deemed necessary, an investigation meeting will be conducted, and disciplinary action taken by the Unit Commander.

Points of Contact

35. In an emergency, the EX OIC will need to be contacted. Cell phone reception is very limited within our training area, text messages are preferable.
 - a. MAJ Sophie Webber 027 382 6913
36. Ensure all the above telephone numbers are left with parents/caregivers for contact purposes.
37. NOK are to ensure they are contactable 24/7 throughout the exercise, in case of emergency (medical, weather, disciplinary issues etc). If NOK cannot be contacted by staff in an emergency, staff will contact alternative NOK on CadetNet.

Cancellation

38. If the exercise is cancelled or postponed, an email will be sent out prior to 1800hrs Fri 29 May.



S. R. Webber
MAJ, NZCF
CUCDR, NCU

Annexes:

- A. Clothing and Equipment

ANNEX A – CLOTHING & EQUIPMENT

Make sure to highlight any items you need to loan from the NCU Q-store.

It is a requirement that all items on this list are packed. Do not leave items out, even if you think you won't need them.

All equipment must be packed into your bags or webbing. There shouldn't be any items hanging off the bags or any loose items, including sleeping bags, shoes etc.

ARRIVE WEARING			
✓	ITEM	QTY	REMARKS
	J-Hat	1	
	DPM Shirt, sleeves down	1	
	DPM Trousers	1	
	Webb Belt	1	
	Thick Socks	1PR	
	Combat Boots	1PR	
	Black T-Shirt	1	<i>Thermals underneath if cold</i>
	Smock	1	<i>Worn if cold, in pack if not worn</i>
	NZCF 22 Record of Service Book	1	<i>In plastic Ziplock bag in DPM shirt pocket.</i>
	Stationery (Notebook, 2x Pen/ Pencil)	QTY	<i>In plastic Ziplock bag in DPM Shirt pocket</i>
	Chest Webbing	1	<i>Issue from Q-store</i>

IN WEBBING			
✓	ITEM	QTY	REMARKS
	IFAK (Individual first aid kit)	1SET	<i>Personal Medication (if required, asthma inhaler etc.), plasters, painkillers blister tape or strapping tape is compulsory</i>
	Small pen knife / field knife	1	<i>Blade must be under 10cm</i>
	Fire starting & survival kit	1SET	<i>Matches /lighter, cotton wool or innertube etc, survival blankets can be issued from stores</i>
	Canteens	2	<i>Issue from Q-store</i>
	Cups canteen	1	<i>Issue from Q-store</i>
	Snacks	1	<i>Snacks from ration pack or extra items</i>
	Beanie	1	<i>Preferably in black/dark colours</i>
	Gloves	1	<i>Preferably in black/dark colours</i>
	Scarf	1	<i>Preferably in black/dark colours</i>

IN LARGE BACKPACK (TERMINATOR or equiv)			
✓	ITEM	QTY	REMARKS
	Large Pack	1	<i>Green or tan terminators issued depending on numbers.</i>
	Pack Liner	1	<i>Waterproof, issue from Q-Store</i>
	Waterproof wet weather pants	1	<i>Issue from Q-Store</i>
	Waterproof wet weather jacket	1	<i>Issue from Q-store</i>
	Smock Liner	1	
	Thermals	2SETS	<i>Tops and bottoms</i>
	Thick Socks	2PR	<i>For wearing at night and with boots</i>
	Black T-Shirt	1	<i>Clean spare for night and next day</i>

IN LARGE BACKPACK (TERMINATOR or equiv)			
✓	ITEM	QTY	REMARKS
	Underwear	2	<i>It is recommended that females wear a sports bra</i>
	Winter Sleeping Bag	1	<i>Winter weight, borrow from stores if required</i>
	Bivvie Bag	1	<i>DPM</i>
	Hutchie	1	<i>CW poles, pegs, Issue from Q-store</i>
	Thermal mat	1	<i>Issue cam roll mat from Q-store</i>
	Toiletries	QTY	<i>Toothbrush & paste, deodorant, washcloth x2 (one for washing, one for drying), sunscreen, hand sanitiser, toilet paper, sanitary items (if required), shaving kit (if required), hair kit (if required).</i>
	Mess kit	1SET	<i>Knife, fork, spoon, mug or cups canteen, mess tins</i>
	Cooker, gas,	1SET	<i>Issue from Q-store & shared with buddy</i>
	Pot/mess tin/ small billy	1SET	<i>Issue from Q-store & shared with buddy</i>
	Ration Pack	1	<i>Substitute similar items if allergies or dietary issues</i>
	Field Boot Polish Kit	1SET	<i>Polish, brush, rag</i>
	Jandals/slides/crocs	1PR	<i>To quickly put on in the night if going to bathroom etc.</i>