



**BLUE MOUNTAINS VIETNAM VETERANS  
& ASSOCIATED FORCES INC.**

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CFN 17276)

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## **JOINING INSTRUCTION**

**VIETNAM VETERANS and ASSOCIATED FORCES MEMORIAL DAY 2014**

***BRITISH COMMONWEALTH OCCUPATION FORCES***

***KOREA***

***MALAYA***

***INDONESIAN CONFRONTATION***

***VIETNAM***

***INTERNATIONAL COALITION AGAINST TERRORISM***

***UNITED NATIONS***

***PEACE ENFORCEMENT & PEACE KEEPING OPERATIONS***

**SPRINGWOOD N.S.W.**

**AUGUST 17th, 2014**

**Commencing at 1130 Hours**

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### **FREE RAIL, GOVERNMENT BUS & FERRY TRAVEL:**

Mr Fergus Gammie Deputy Director General, Transport Services, in conjunction with Rail Corp, CityRail Group, Sydney Buses and Sydney Ferries, has kindly agreed to allow all personnel in uniform, or wearing awarded service decorations, free rail, government bus and ferry travel, to and from Springwood, on Vietnam Veterans & Associated Forces Memorial Day, August 17th, 2014.

### **DRESS:**

All serving personnel on parade are requested to wear full ceremonial parade dress (winter / cool weather) uniform with medals. Ex-Service personnel are requested to wear medals & appropriate dress befitting the occasion.

### **ARRIVAL OF DIGNITARIES AND GUESTS**

All dignitaries and invited guests are requested to proceed directly to the Springwood War Memorial at 1100 hours where they will be greeted & guided to the Parade Saluting Dais located mid way down Macquarie Road, they will return to the Memorial after the parade for the Service. The Memorial is located in Macquarie Road opposite the Springwood Civic Centre.

Upon arrival at the Springwood War Memorial, dignitaries and invited guests will be greeted by Association Hosts; they are:

Jack Lake – President. Mobile: 0481 041 356  
 Dick Adams – Master of Ceremonies  
 John Fenton – Secretary. Mobile: 0412 679 802  
 Colin Aiken - Chaplain

### **PARKING:**

Parking will be available in the car parks adjacent to the Springwood Post Office, behind the Westpac bank & the Commuter Multi story car park in Jerseywold Ave. There will be limited parking also available in the various side streets of the town centre.

### **INCLEMENT WEATHER CONTINGENCY:**

In case of extreme inclement weather, Blue Mountains Vietnam Veterans & Associated Forces Inc. President, Mr Jack Lake, will advise all who are participating in the Service by 1130 hours whether the Service at the Memorial will proceed. The parade will proceed regardless of weather conditions.

### **ASSEMBLY AND TIMING OF PARADE**

Contingents from those Associations who are marching through Springwood CBD should assemble West of the Fire Station, Macquarie Rd Springwood, at 1100 hours. The parade will step off at 1130 hours. Banner Parties will be provided by members of 21 ACU, TS Nepean & 336 Sqn AAFC, Association Representatives should advise BMVVAF Office of the need for a Banner Party upon receipt of this Joining Instruction.

Dignitaries & Guests will be escorted from the Memorial to the Saluting Dais.

All bands, mounted police & vehicles shall proceed past the Memorial on Macquarie Rd where they will halt & be stood down. Marching contingents will wheel left into Greenway Lane & take up positions in the Memorial Park. The Catafalque Party will parade on Macquarie Rd adjacent to the War Memorial gates. The Springwood Salvation Army Band will be seated adjacent to the Memorial; Dignitaries & Guests are to proceed to the seats allocated.

### **ASSEMBLY AND TIMING OF MEMORIAL SERVICE:**

Dignitaries, Guests & Associations (including Banner Parties) are to assemble at the Memorial by 1200 hours. Those Dignitaries & Guests assembled at the Saluting Dais will be escorted on the short walk to the Memorial.

#### **Memorial Marshals**

Ted Haslehurst – Wreath Laying  
 Alan Kitchen- Wreath Laying  
 Rohan McCardell – Wreath Laying

#### **Parade Marshals:**

Glenn Daly – Parade Commander  
 Kevin Blakelock  
 Angus McDonald

### **MEMORIAL SERVICE:**

The Memorial Service to be conducted by:

Chaplain, Lt Col Colin G Aiken OAM, RFD

The Masters of Ceremonies will be Mr Jim McKinnon, President Springwood RSL

The Catafalque Party will be members of the School of Military Engineering

Once contingents have arrived at the Memorial, all Association/Unit/Organisation banners shall be lowered during the service so as not to block the vision of those personnel assembled.

During the Memorial Service;

The guest speaker will be Rear Admiral Neil Ralph AO, DSC (Rtd)

Lieutenant Colonel Nerolie McDonald, our Patron, has provided a short address she is a veteran of East Timor, Iraq & Afghanistan & is currently CO of the Australian contingent in the Sinai on Operation Mazurka.

Winmalee High School will provide the bugler for the Last Post & Rouse & vocalist for the singing of the Hymns & National Anthem.

Springwood Salvation Army Band will provide the music for the two hymns & soft music during the laying of tributes as well as the playing of the National Anthem.

John Cambridge, Lithgow Highland Pipe Band, will be the piper playing a lament immediately following the laying of tributes.

Members of the Blue Mountains Salvation Army assisted by the Army Cadets & Girl Guides will collect monetary donations during the singing of the hymn "The Recessional".

### **LAYING OF WREATHS, FLOWERS OR BOOKS:**

The Master of Ceremonies will announce the order of wreath/flower/book laying. Due to the large number of tributes to be laid, most will be laid in groups. Personnel laying a tribute please assemble under the control of the Tribute Marshals & follow their instructions

#### **Tribute Marshal:**

Mr Paul T Greenhalgh, Mrs Beverley Greehalgh, Alan Kitchen & Ted Haslehurst

### **POST MEMORIAL SERVICE FUNCTION:**

All attending the parade & service are welcome to participate in the post parade/memorial functions to be held in the numerous Restaurants, Cafes and Hotels in Springwood. The Blue Mountains Vietnam Veterans and Associated Forces Inc are pleased to advise the Springwood Rotary Club has agreed to organise a free barbeque located in close proximity to the Royal Hotel. The barbeque will be available to all attendees after 1300 hours; alcoholic drinks cannot be consumed on the footpath adjacent to the BBQ. Water will be provided free of charge. The Royal Hotel will host our Association's post service social function.

### **BEATING of the RETREAT:**

This ceremony, performed by Lithgow Highland Pipe Band, on Macquarie Road opposite the War Memorial at 1600 hours will conclude Memorial Day 2014.

The Retreat is a very old custom dating from the sixteenth century, and consists of prolonged drum beating at sunset to warn the night guard to mount, and to give notice to soldiers beyond the confines of the camp or town walls that the gates were about to close and they should return. In time it has developed into a complete musical performance with a display of marching and counter marching being an integral part of the "Beating of the Retreat" ceremony.

At approximately 1615 hours the national flags of the United States of America, New Zealand and Australia will be lowered by Army cadets from 21 ACU to signify the end of the day (all personnel present should "stand fast" as the flags are lowered, personnel in uniform wearing headdress should salute to the front).

### **THANK YOU FOR ATTENDING AND PARTICIPATING IN THE 2014 VIETNAM VETERANS AND ASSOCIATED FORCES MEMORIAL DAY SERVICE**