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AGA/7/2

See Distribution

14 Mar 17

ARMY LADIES VS ARMY GOLF CLUB LADIES 2017

1. The following ladies have been selected to represent the Army against the Army Golf Club Ladies on Monday 20 Mar 17:

WO1 C Ryding REME	WO1 C James AGC (SPS)
SSgt J Jones RA	SSgt R Powell Int Corps
Sgt Z Burrell-Knipe RLC	Cpl K Woodward AGC (SPS)
Spr A Kennedy RE	Musn E Dann CAMUS
Miss J Scott	Miss D Walters

2. Any problems regarding availability should be directed to the undersigned on 07810 861737 (Mobile).

3. All players are to meet at Army Golf Club, Aldershot at 0800hrs for coffee. Play will commence at 0830hrs, the format will be 4BBB over 18 holes. Dress for the match will be black shorts/trousers, red shirt. Play will be followed by lunch, there will be no requirement to change but please ensure that no rain jackets/trousers or trainers are worn in the clubhouse. Please advise soonest if you are unable to stay for lunch.

4. A £5 match fee will be collected from all players – please make this payment on the day to Sgt B-K.

5. Travel at public expense is authorized in accordance with 2016DIN10-049. Every effort must be made to minimise public travel costs by sharing vehicles.

Please note that private cars are normally only authorised if a pool car is not available and it is the most cost-effective option of travel – paragraph 1.1.22 to JSP 800 refers. Ergo, individuals should not assume they are automatically entitled to claim for the use of a private car. If a pool car is unavailable, for audit purposes, individuals should obtain a non-availability certificate.

Although not included in 2016DIN10-049, business insurance is a requirement when using a private car (paragraphs 04.0614/5 to JSP 752 refer).

A copy of this instruction should accompany travel applications or claims.

Diane M Walters
Ladies Team Manager