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AGA/7/2

26 February 2019

AGA LADIES VS ARMY GOLF CLUB LADIES 2019

1. The following ladies have been selected to represent the AGA against The Army GC on Monday 18 March 19:

Maj E Stileman RLC
SSgt T Kell RLC
Sgt Z Burrell-Knipe RLC
Miss K Lofthouse

WO1 C Ryding REME
SSgt R Powell Int Corps
LCpl E Dann CAMUS
Miss D Walters

2. Any problems regarding availability should be directed to the undersigned on 07818 117609 (Mobile).
3. All players are to meet at The Army Golf Club GC, Laffans Rd, Aldershot GU11 2HF NLT 0745hrs. Play will commence at 0830hrs, the format will be 4BBB (90% difference) over 18 holes. Dress for the match will be black shorts/trousers, red shirt. Play will be followed by lunch for which players are not required to change, unless bad weather requires it.
4. A £5 match fee will be collected from all players – please make this payment on the day to Sgt B-K.
5. Anyone requiring accommodation will need to book their own through the Central Accommodation Booking cell.
6. The use of the Representational Sport Travel Vote is authorised in accordance with 2017DIN10-023. Units are to use Budget UIN A4029A and Purpose of Travel (POT) Code 16. Every effort must be made to minimise publically funded 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 2017DIN10-023, 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.

(Original Signed)

Sgt Zoe Burrell-Knipe
Assistant Ladies Team Manager