

GOVERNMENT NOTICE No. 46

TRINIDAD AND TOBAGO

REGULATIONS

MADE BY THE MINISTER UNDER SECTION 7 OF THE CADET FORCE ACT, 1963

THE CADET FORCE REGULATIONS, 1965

1. These Regulations may be cited as the Cadet Force Regulations, 1965.

2. (1) In these Regulations—

“Committee” means the Cadet Force Advisory Committee established by regulation 5;

“Schools” includes colleges;

“Standing Orders” means the orders referred to in regulation 4;

“Under Officer” means a person appointed by the Commandant as such for the purpose of being trained for appointment as a Commissioned Officer;

“Unit” means part of the establishment of the Cadet Force more particularly described in Part I of the Schedule.

(2) Where in these Regulations reference is made to the Commandant acting on the advice of another person or authority the references shall be construed as requiring the Commandant to act in accordance with such advice, and where reference is made to the Commandant acting after consultation with some other person or authority or where the Commandant is required to consult with another person or authority such reference and such case shall be construed as permitting the Commandant to act in his discretion after considering any recommendations of such person or authority.

3. The appointment of the Commandant shall be for a period of three years and may be renewed from time to time.

4. Subject to these Regulations, the Commandant may issue Standing Orders concerning the organisation, training and administration including discipline of the Cadet Force.

5. There shall be a Committee for the purpose of advising—

(a) the Minister on matters of policy relating to the Cadet Force; and

(b) the Commandant on such matters as are mentioned in these Regulations or as are referred to it by the Minister or by the Commandant,

and in particular the Committee may—

(i) make recommendations with respect to appointment to and, subject to paragraph (4) of regulation 19, withdrawals of Commissions and to promotions; and

(ii) advise on the establishment of new units and the regulation of the strength of established units.

6. (1) The Committee shall consist of the following number of members appointed by the Minister—

(a) one member representative of the Ministry of Home Affairs;

(b) one member from among the members of the Public Service Commission;

(c) six members of whom at least four shall be Principals or Managers of the schools to which units are attached,

and the Commandant of the Trinidad and Tobago Defence Force shall be *ex officio* a member thereof.

(2) The Minister shall appoint from among the members of the Committee a Chairman and a Vice-Chairman.

7. The term of office of the Committee shall be three years, except that the Chairman shall vacate his office at the end of a period of three years from his appointment thereas.

8. (1) The Committee shall hold quarterly meetings in each year and may adjourn such meetings from time to time but the Committee may hold more frequent meetings at such times as it thinks fit for the purpose of dealing with any of the matters referred to in regulation 5.

(2) A quorum of the Committee shall be five members and at any meeting thereof, in the absence of the Chairman and Vice-Chairman a member shall be elected *ad hoc* Chairman.

9. The Committee shall make an annual report on their proceedings to the Minister.

10. The Adjutant shall be the Secretary to the Committee and shall under the supervision of the Chairman prepare agenda, record minutes and deal with any other matters of a secretarial nature, and shall have no vote in the Committee.

11. (1) The establishment of the Cadet Force shall consist of a Headquarters Unit and such number of "A", "B" and "C" type units as the Governor-General may determine.

(2) The strength of the above-mentioned types of units shall be in accordance with formulæ respectively given in Part I of the Schedule.

12. A person is eligible for the grant of a commission as an officer in the Cadet Force only if he is:—

(a) a citizen of Trinidad and Tobago, or a person entitled to be registered as such under the provisions of the Constitution set out in the Second Schedule of the Trinidad and Tobago (Constitution) Order in Council, 1962;

(b) above the age of 18 years;

(c) the holder of a School Certificate or a certificate of an equivalent or higher standard in which he has gained credits in English and at least two other subjects, and

(d) recommended by two citizens of Trinidad and Tobago.

13. (1) Unless exempt from the requirements of this provision on the ground of possessing such previous military experience as may be prescribed an officer shall undergo a course of basic training for the "Army Proficiency Test" and attempt such proficiency test.

(2) An officer is ineligible for promotion and is liable to be called upon to resign his commission upon failure to pass the relevant proficiency test within such time as may be prescribed by Standing Orders.

14. (1) Subject to regulation 12, a person may be appointed an under officer by the Commandant acting on the advice of the Committee.

(2) An under officer shall undergo and complete successfully a course of basic training within a year of his appointment as such.

(3) An under officer who is not commissioned as an officer within such period after the completion of his basic training as may be prescribed by the Standing Orders, is liable to be called upon to resign his appointment by the Commandant, acting on the advice of the Committee.

15. Before making any recommendation for the commissioning of a person as an officer in any of the posts mentioned in Part II of the Schedule, the Commandant shall submit to the Committee the names and records of all officers if any who are eligible for promotion thereto to the Committee, and shall consult thereon with the Committee.

16. (1) Subject, in the case of Area Commanders, to this regulation, officers and under officers shall perform such duties as the Commandant may from time to time determine as well as such duties as are prescribed by the Standing Orders.

(2) An Area Commander is responsible for the administration and training of all Units in his area, in conjunction with the Headquarters staff.

(3) An Area Commander shall hold regular monthly meetings with the officers and such other adult staff members of Units in his area as he considers appropriate with a view to informing such persons of all decisions taken at Headquarters as well as for the purpose of discussing all problems occurring in the administration of the units.

(4) Minutes of such meetings shall be kept and three copies thereof forwarded to the Adjutant who shall in turn forward a copy thereof to the Commandant and the Deputy Commandant.

(5) An Area Commander shall visit each Unit in his area at least once every term for the purpose of checking all records and ensuring that training is being carried out in accordance with the Unit Training Programme, a copy of which shall be forwarded to him at the beginning of each term.

(6) Area Commanders shall be attached to and form part of the Headquarters group.

17. (1) Except in such cases as the Governor-General thinks fit—

(a) a Lieutenant is ineligible for commission as a Captain, until the completion of four years service as Lieutenant; and

(b) a Captain is ineligible for commission as a Major until the completion of seven years service as Captain,

save that nothing in this regulation shall prevent the appointment of an officer to a post of a higher rank in an acting capacity.

(2) In the absence of special reasons to the contrary, the Commandant shall recommend for promotion to Lieutenant, a 2nd Lieutenant, who having passed the Proficiency Test, has completed two years of service as an under officer or 2nd Lieutenant or in both such capacities.

(3) The Commandant may, acting after consultation with the Committee, appoint an officer to a post of a higher rank in an acting capacity.

18. (1) An officer or under officer is guilty of an offence and liable to be issued a letter of warning if he—

- (a) is found lacking in his dress on Parade;
- (b) is regularly absent from parade without permission;
- (c) disobeys the orders of his superiors;
- (d) is guilty of conduct prejudicial to the best interest of the Cadet Force,

and in the case of a second or subsequent offence be brought before the Unit Commander.

(2) Where an officer or under officer is issued a letter of warning under paragraph (1) a copy of such letter shall be sent to the Commandant for his information and shall be included by him in the record of such officer.

19. (1) An officer or under officer who is guilty of such conduct as is mentioned in subparagraph (d) of paragraph (1) of regulation 18 or who commits a breach of regulation 32 or of the Standing Orders other than an offence mentioned in subparagraphs (a), (b) and (c) of paragraph (1) of regulation 18 is guilty of an offence and may be dealt with by his Unit Commander, or subject to this regulation, by the Commandant.

(2) The Unit Commander may, either in the case of an officer or unit officer brought before him under paragraph (1) of regulation 18 or in any other case where an officer is guilty of an offence—

- (a) reprimand the officer or under officer; or
- (b) commit the matter to be dealt with by the Commandant.

(3) The Commandant may in any matter so committed to be dealt with by him or coming before him—

- (a) reprimand the officer or under officer concerned; or
- (b) commit the matter to be dealt with by the Commandant.
 - (i) that the officer be called upon to resign; or
 - (ii) that the officer's commission be withdrawn; or
- (c) after consultation with the Committee call upon the under officer to resign, or revoke the appointment of the under officer.

(4) In any disciplinary matter referred to it by the Minister or the Commandant, the Committee may make investigation and advise accordingly.

- (b) commit the matter to be dealt with by the Commandant.
 - (i) that the officer be called upon to resign; or
 - (ii) that the officer's commission be withdrawn; or
- (c) after consultation with the Committee call upon the under officer to resign, or revoke the appointment of the under officer.

(4) In any disciplinary matter referred to it by the Minister or the Commandant, the Committee may make investigation and advise accordingly.

20. Where an officer is, under these Regulations, required to be called upon to resign the Minister may so call upon him.

21. An appeal shall lie to the Minister from any recommendation of the Commandant on advice by the Committee involving the withdrawal of an officer's commission, the resignation of an officer or under officer, the revocation of an officer's commission, or the withdrawal of an officer's commission.

- (a) reprimand the officer or under officer; or

22. (1) An officer desiring to resign his commission shall submit a letter of resignation giving his reasons therefor to the Commandant who shall forward the same to the Minister, save that for the purposes of any disciplinary matter under these Regulations such officer shall not be regarded as having resigned his commission until formal communication of its acceptance has been made to him.

(2) An under officer or adult warrant officer desiring to resign his appointment as such shall tender a letter of resignation giving his reasons therefor to the Commandant and the proviso to paragraph (1) shall apply in every such case.

23. (1) An officer may, on attaining the age of 55 years, retire from the Cadet Force.

(2) An officer below the rank of Major shall, on attaining the age of 60 years, retire from the Cadet Force.

24. When appointments of Adult Warrant Officers are being made, preference shall be given to persons who have been members of the Trinidad and Tobago Defence Force or of the Cadet Force. Adult Warrant officers shall perform such duties as the Commandant may from time to time determine as well as such duties as are prescribed by the Standing Orders.

25. (1) Any pupil of a school for which a Unit has been established may apply to be enrolled in the Cadet Force.

(2) Such a pupil shall become a Cadet if—

(a) a Unit has been established for the school which he is attending;

(b) he is not less than twelve years and not more than nineteen years old; and

(c) he has the permission of his parent or guardian to become a cadet and is recommended as such by the Principal or Headmaster (or by the delegate of such Principal or Headmaster) of the school to which he belongs.

(3) Notwithstanding paragraph (2) a pupil above the age of sixteen years may become a cadet only if he is specially approved by the Unit Commander and a cadet who has attained the age of nineteen years may remain a cadet only until the expiration of the year of his nineteenth birthday.

26. Every cadet shall make the Cadet Promise in the terms given in Part III of the Schedule.

27. (1) A non-commissioned officer or cadet may resign from the Cadet Force at any time by handing in his uniform and notifying the Unit Commander of his resignation.
Commander and a cadet who has attained the age of nineteen years may remain a cadet only until the expiration of the year of his nineteenth birthday.

26. Every cadet shall make the Cadet Promise in the terms given in Part III of the Schedule.

27. (1) A non-commissioned officer or cadet may resign from the Cadet Force at any time by handing in his uniform and notifying the Unit Commander of his resignation.

(2) The Unit Commander shall notify the Adjutant of such resignation in duplicate and shall at the same time supply such information as is required on such forms as are prescribed.

(3) The Adjutant shall file copies of such forms in the personal record of the cadet and publish in the next Orders notice of the resignation.

(4) In this regulation and in regulation 29 a reference to forms to be prescribed means the forms prescribed by the Standing Orders.

28. Where a Cadet is about to cease to be such a pupil as is mentioned in paragraph (1) of regulation 25, he shall notify his Unit Commander thereof and shall hand in all uniforms issued him and shall thereupon cease to belong to the Cadet Force and the provisions of paragraph (2) and (3) of regulation 27 shall apply as if the cadet has resigned.

29. Every cadet resigning from or ceasing to belong to the Cadet Force shall on application be given a Discharge Certificate on the prescribed form by his Unit Commander on which shall be plainly set forth his character while serving in the Cadet Force as assessed by his Unit Commander; and the Certificate shall be countersigned by the Commandant.

30. A cadet may be discharged by order of the Commandant if he is reported on—

- (a) for non-attendance or unpunctuality at the ordered parades;
- (b) for slackness and in-attention when on parades; and
- (c) for in-subordination or conduct prejudicial to the best interest of the Cadet Force.

31. The Cadet year shall be divided into three terms so as to coincide with the scholastic terms of the schools.

32. (1) No communications pertinent to confidential matters relating to the Cadet Force shall be given for publication without the permission of the Commandant, Second-in-Command or Adjutant.

(2) The Adjutant shall submit to the Minister, a list of all appointments and promotions in orders for publication.

(3) The Welfare Officer shall be responsible for all publications of a general nature concerning the Cadet Force and which may be of interest to the parents of cadets or to the public.

SCHEDULE

PART I

ESTABLISHMENT OF CADET FORCE

“A” Type Unit —(Company Strength):—

Unit (Coy) Commander—Major or Captain.

Unit (Coy) Second-in-Command—(2i/c)—Captain

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ESTABLISHMENT OF CADET FORCE

“A” Type Unit —(Company Strength):—

Unit (Coy) Commander—Major or Captain.

Unit (Coy) Second-in-Command—(2i/c)—Captain

Cadet/Company Sergeant Major (C.S.M.)—C/WO. Class II

Cadet/Company Quartermaster Sergeant (C.Q.M.S.).

No. 1 Platoon

(as for No. 2 Platoon)

No. 2 Platoon

Platoon H.Q.

No. 3 Platoon

(as for No. 2 Platoon)

Platoon Comander—Lieutenant or Under Officer

Platoon Second-in-Command (2i/c) Adult Warrant Officer (C/WO) Class II

(3) The welfare officer shall be responsible for all publications of a general nature concerning the Cadet Force and which may be of interest to the

No. 1 Section (as for No. 2 Section)	No. 2 Section Section Commander	No. 3 Section (as for No. 2 Section)
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Cadet Sergeant (for Nos. 1 and 3 Sections Cadet Corporal)
 Second-in-Command Section-Cadet L/Corporal 8 Cadets.
 Total 5 officers, 3 A.W.O's, 92 Cadets.

“B” Type Unit (2 Platoon Strength) shall consist of:—

UNIT HEADQUARTERS

Unit Commander—Captain
 Cadet/Unit Sergeant Major (U.S.M.), C/WO Class III.

No. 1 Platoon	No. 2 Platoon
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Platoon Establishment same as “A” Class Unit Platoon
 Total 3 officers, 2 A.W.O's, 61 Cadets.

“C” Type Unit (1 Platoon Strength) shall consist of:—

UNIT HEADQUARTERS

Unit Commander—Lieutenant
 Platoon Second-in-Command—Adult Warrant Officer (A.W.O.).

Platoon Establishment same as “A” Class Unit Platoon
 Total 1 officer, 1 A.W.O., 30 Cadets.

(Regulation 11)

PART II

LIST OF RANKS OF OFFICERS REQUIRED TO BE SUBMITTED TO THE
 COMMITTEE FOR PROMOTION

Second-in-Command	...	Rank	...	Major
Area Commander	...	„	...	Major or Captain
Training Officer	...	„	...	Major or Captain
Adjutant	...	„	...	Captain
Quartermaster	...	„	...	Captain
Supernumerary Officer	...	„	...	Captain or Lieutenant
Welfare and Sports Officer	...	„	...	Captain or Lieutenant
“A” Class Unit Commander	...	„	...	Major or Captain
“B” Class Unit Commander	...	„	...	Captain

PART III

CADET PROMISE

“I, Cadet _____, promise to honour God,
 my Queen and my Country and to do my best to serve them loyally and
 honourably at all times through the _____ (Cadet Unit)

PART III

CADET PROMISE

“I, Cadet _____, promise to honour God,
 my Queen and my Country and to do my best to serve them loyally and
 honourably at all times through the _____ (Cadet Unit)
 of the _____ (Regiment or Corps) to which I now belong”.

(Regulation 26)

Dated this 1st day of February, 1965.

GERARD MONTANO
Minister of Home Affairs

