

**The Corps Instructions**  
of the  
**Royal Australian Electrical and Mechanical Engineers**



**Corps Instruction Twenty Two**

*“Craftsman of the Year Awards”*



**Brigadier TA Ashurst**  
Head of Corps RAEME

26 Jun 2020

**AG7971814****Corps Instruction Number Twenty Two – Craftsman of the Year Awards****Introduction**

1. The RAEME Corps Committee has decided that awards are to be made annually to recognise junior soldiers who show a consistent level of outstanding performance as a soldier tradesman. The awards are to be allocated on a regional basis for both Regular Army (ARA) and Reserve (Ares) Craftsmen.

**Aim**

2. The aim of this instruction is to outline the methods of selection of the ARA and ARes National and Regional Craftsman of the Year Awards.

**Purpose of the Awards**

3. The purpose of the Awards is to annually identify and recognise the most outstanding Craftsman across the Total RAEME Workforce, and encourage all members of the Corps to strive for a high level of military and technical achievement.

**Method of Selection – Regional Awards**

4. The award is judged for the period 01 Aug - 31 Jul to allow sufficient time for the Head of Corp to assess candidates.

5. In Jul/Aug Regional RAEME Representatives (RRR) are to canvas all units where there are serving RAEME Craftsmen for nominations. The nomination should provide:

- a. Trade and regimental achievements / capabilities
- b. Investment in Army's or the Corps. culture (community activities, sporting bodies, hobbies, civilian studies, etc.)

6. The Unit is to complete the Nomination Form, Annex A, and submit to the RRR.

7. The RRR, in conjunction with the Regional Colonel Commandant, is to convene a regional selection committee for the purpose of evaluating the nominations and selection of the awards.

8. Nominations are to reach the RRR NLT the end of Aug. The national committee will select the national award, and inform the regional committees. Following this notification, regional Committees may announce their respective regional winners. The region whose candidate is chosen as the National Winner will in turn allocate the regional award to the runner-up nomination from that region. In the event there is no second nomination, the regional award will not be presented.

**Method of Selection – National Awards**

9. Each RRR will forward details of the selected Regional ARA and ARes Craftsman of the Year to SO2 Corps by 15 Sep. The nomination is to be accompanied by the respective completed Nomination Forms.

10. HOC, or an officer appointed by him for the purpose, will select the outstanding ARA and ARes Craftsman from the nominations. Where there are no appropriate contenders, the awards will not be presented. This decision will be at the discretion of the HOC and the Representative Colonel Commandant.

### **Notification**

11. By the end of Sep each year, SO2 Corps/SO2 Heritage is to notify the names of the selected Craftsman to the following:

- a. Representative Colonel Commandant and Regional Colonels Commandant
- b. RRR
- c. Member's CO
- d. Awardees.

### **Criteria for Eligibility**

12. All RAEME qualified craftsmen are eligible for the award. The rank of the nominee is to be Craftsman or, if promoted to Lance Corporal or Corporal, the member should have been a Craftsman for the bulk of the nomination period.

### **Publication of Awards**

13. The recipient's unit is to forward an article, complete with presentation photograph, to the SO2 Corps Heritage for publication in the subsequent issue of The RAEME Craftsman magazine.

### **Description of the Award**

14. The winner of the award will have their details recorded on the Craftsman of the Year perpetual trophy and will receive a framed certificate signed by the Head of Corps and will be presented with a specified Corps prize.

### **Procedure for Presentation**

15. The awards will be posted to the respective RRR to coordinate their presentation. Presentation will normally be conducted by Rep Col Comdt, Regional Col Comdt, HOC, or DHOC as schedules allow. RRR, or senior formation or unit staff, may also conduct the presentation of the award if necessary. Presentations should occur at RAEME Birthday celebrations or major Spanner Club events.

16. Regional RAEME Associations are encouraged to provide supplementary prizes for the recipients of the Regional Awards.

17. The ARA and Ares National winners will be invited to attend the RAEME Corps Seminar (traditionally held in October) and be presented their awards by the HOC or their representative at the seminar subject to funds availability.

### ***Arte et Marte***

#### **Annexes:**

- A. Nomination Form
- B. Draft Craftsman of the Year Award Certificate
- C. History of the Craftsman of the Year Perpetual Trophy

**ANNEX A TO  
RAEME CORPS INSTRUCTION NO 22**

<b>The Craftsman of the Year Award Nomination Form</b>	
Part A – Unit to Complete	
<b>Nominee</b>	
<b>Unit</b>	
<b>Region</b>	
<b>Assessing Officer</b>	
<b>Assessing Officer Comments</b>	
<b>Senior Assessing Officer</b>	
<b>Senior Assessing Officer Comments</b>	
<b>Regional RAEME Rep</b>	
<b>RRR Comments</b>	
<b>Colonel Commandant</b>	
<b>Col Comdt Comments</b>	
Part C – HOC Cell to complete	
<b>Other Comments</b>	

*National  
Craftsman of the Year*

*(ARA/ ARES)*

*Presented to*

*CFN I. FIXIT*

*This award is presented in recognition of a high level of  
both military and technical achievement within the  
Royal Australian Electrical and Mechanical Engineers*

*Brigadier  
Head of Corps  
Royal Australian Electrical and Mechanical Engineers*

### **History of the Craftsman of the Year Perpetual Trophy**

1. The Craftsman of the Year Perpetual Trophy was presented to the corps committee in 2006 by Mr. John Phenix who was representing the WOSNCO Association of Victoria.
2. The award was introduced in 1981 and was presented to the 3<sup>rd</sup> Military District Craftsman of the Year. The award was presented each year up until 1995. Since 1995 the award has not been presented and the statuette fell into disrepair. In 2006, the award was restored to its former glory by Mr. Phenix after many hours of labour.
3. On behalf of the WO and SNCOs of Victoria the trophy was presented to the HOC in 2006 to be re-designated as the National ARA Craftsman of the Year Trophy.
4. It is a perpetual trophy and is to have the name of each of the National ARA Craftsman of the Year name placed onto the trophy. On behalf of the Corps, the HOC thanked Mr. Phenix for his personal contribution in the restoration of the trophy and to the Association for the rededication of the excellent trophy.