



Scottish Police Federation

5 Woodside Place Glasgow G3 7QF

JCC Circular 26 of 2017

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4 July 2017

Dear Colleagues

2017 Remembrance Weekend -CENOTAPH

The time is here once again and hopefully, we will be able to find a volunteer to take part in this year's ceremony.

This year, the Ceremony of Remembrance at the Cenotaph, Whitehall will be held on **Sunday 12 November**. Therefore, we are invited to nominate **One (1)** representative from the Scottish Police Federation and this place is available to both a man or a woman, who has **not previously attended**.

The Civilian Service Contingent (CSC) consists of approximately 180 people, drawn from uniformed members of the Police Service of England & Wales, Police Service of Northern Ireland, Police forces of Crown Dependencies, British Transport Police, Scottish Police Forces, MoD Police, CNC, Fire & Rescue Services from England, Wales & Scotland, Fire Authority Northern Ireland, St John Ambulance Brigade, British Red Cross, Her Majesty's Prison Service and Northern Ireland Prison Service. The CSC make up 25% of the static guard of honour to Her Majesty The Queen and form up around the Cenotaph, they take their place on Whitehall alongside the Army detachment, opposite the Royal Air Force and Royal Navy.

All representatives will be required to march on and off parade in Whitehall in view of the Royal family and public. Therefore, it is essential that all officers are able to engage in **basic foot drill**. The parade will last for approximately **two hours**.

Members of the CSC are required to stay in a central London hotel for the night of **Saturday 12 November** and a single room (single occupancy only – no partners/spouses allowed) will be provided at no expense to the force. Details of the hotel will be provided in the joining instructions which will be sent nearer the time. A mandatory attendance briefing will be held on the Saturday evening followed by a buffet. Officers are advised not to make arrangements to attend theatres etc on the Saturday evening as we cannot guarantee that the briefing will conclude in time for them to leave. Breakfast will be provided at the hotel on Sunday morning. Other expenses, such as travel, will be met by the Federation.

On Sunday 12 November, the Contingent will undertake drill practice from **7.30am until 9.30am**. The Contingent will then be inspected and addressed by representatives of Her Majesty's Government. The contingent will be on parade in Whitehall until **dismissed at around 14:30**. Officers are required to wear ceremonial dress with black gloves.

Nominations are now sought from each Area for an Officer to attend the Ceremony and represent the Scottish Police Federation.

I would be grateful if you could send the names of nominated officers by **Monday 24 July**.

In addition, please provide **telephone number of your volunteer (home/office lines or mobile)** and the following details if applicable:

- Post Nominal's
- Dietary requirements
- Any medical conditions that the organisers should be aware of (EpiPen etc).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Calum Steele', with a horizontal line drawn through the middle of the signature.

Calum Steele
General Secretary