



Recruiting for Recruiting

By Capt Nolan Kemp, Attraction Officer, CFRC Calgary

Recruiting clerks, recruiters and military career counselors (MCCs) are vital to the success of the CF because they contribute to the processing of personnel capable of meeting future human resource demands.

CF Recruiting Group is actively recruiting to fill these three roles, and we ask you to consider coming to work for us.

- We need Resource Management Support clerks to look after the day-to-day file management of applicants going through the recruiting process.
- We need Sergeants from various occupations to function as recruiters, conducting the outreach, sharing information about career and education opportunities, and guiding prospects to consider the CF.
- We need Captains from various backgrounds to work as MCCs, assessing, interviewing and selecting candidates for enrolment.

What attributes do you need to work in recruiting?

You must be outgoing and service-oriented, have a positive attitude, and exhibit the highest professionalism in all you do. You are the first point of contact that the public, future members of the CF, have with our organization, so you must embody the best aspects of our organization.

If you feel this is a role you were meant for, take the next step and discuss a move into recruiting with your career manager. For information about recruiting, visit the nearest recruiting centre or detachment, or telephone 1-800-856-8488.

Help us catch the next wave of CF personnel. ✦

CF Allowances – taxable but not pensionable

Q: Why are CF Allowances taxable and yet are not counted in your pay when calculating pensions?

A: Taxable monies and pensionable monies paid to you as a CF member are two distinct matters not necessarily related to each other. Whether a payment is taxable or non-taxable does not determine whether it is pensionable, and vice versa.

The *Income Tax Act* defines what is considered income. Included in income are "...all amounts received by the taxpayer in the year as an allowance for personal or living expenses, or as an allowance for any other purpose, except ... travel and separation allowances received under service regulations as a member of the Canadian Forces ...[and] ... representation or other special allowances received in respect of a period of absence from Canada, as [a member of the Canadian Forces]". The latter pertains to allowances and benefits paid under the Military Foreign Service Instructions.

Environmental allowances are taxed because they are considered for taxation purposes within the broader definition of income. Government policy strives for equity in the treatment of all Canadians and a broader definition of what constitutes income is generally more equitable overall.

The 1998 Standing Committee On National Defence and Veterans Affairs (SCONDVA) Report recommended that the Government make all CF allowances non-taxable. However, the response tabled in Parliament read, "...the Government has decided that allowances should continue to be taxable in the hands of recipients."

Historically, allowances have not been pensionable because they are generally paid in the early to middle portion of your career. With pension being determined by the formula

question corner

2% per year x the average of the best five years' salary, CF members in general are not seen to benefit from including allowances in the calculation.

No doubt, there are exceptions. Hypothetically, if the *Canadian Forces Superannuation Act* (CFSA) were changed to include allowances, the rates for the various allowances would likely be reduced to keep the overall cost to Government from rising. Consequently, if you received allowances, you'd be disadvantaged unless those allowances contributed to that "best five years' salary" amount used to calculate your pension.

Visit:

- www.forces.gc.ca/dgcb/dppd/engraph/home_e.asp or http://hr.dnd.ca/dgcb/dppd/engraph/home_e.asp for CF Allowances.
- www.forces.gc.ca/hr/dgcb/dpsp/engraph/home_e.asp or http://hr.dnd.ca/dgcb/dpsp/engraph/home_e.asp for pension information.
- www.forces.gc.ca/hr/dgcb/cbi/engraph/home_e.asp or http://hr.dnd.ca/dgcb/cbi/engraph/home_e.asp for Military Foreign Service Instructions.
- www.forces.gc.ca/hr/scondva/engraph/home_e.asp or http://hr.dnd.ca/scondva/engraph/home_e.asp for SCONDVA information and reports.

- <http://laws.justice.gc.ca/en/C-17/index.html> for the *CF Superannuation Act*.
- <http://laws.justice.gc.ca/en/I-3.3/index.html> for the *Income Tax Act*.

NCM vs. NCO

Q: I'm confused about the difference between NCM and NCO. I know what the letters mean (non-commissioned member, non-commissioned officer), but I'm not sure when to use them. They seem to be interchangeable, but I don't think they are.

A: This question must arise in conjunction with a convergence of planetary bodies or something, because *CFPN* seems to receive it and run it every three to five years.

Although some of the ranks they include overlap, these terms are not interchangeable. NCO was used



CPSM: Qualifying service amended

From the Assistant Deputy Minister (Human Resources – Military) (ADM(HR-Mil))

If you have participated in any of the following operations, you are now eligible to receive the **Canadian Peacekeeping Service Medal**:

- *Op HALO*, Multinational Interim Force (MIF) in Haiti, March 7 to May 30, 2004
 - *ONU CI*, UN Operation in Ivory Coast, since April 4, 2004
 - *Op HAMLET*, UN Stabilization Mission in Haiti (MINUSTAH), since June 1, 2004
 - *Op SAFARI*, UN Advance Mission in Sudan (UNAMIS), July 2004 to March 23, 2005
 - *Op IOLAUS*, UN Assistance Mission Iraq (UNAMI), since October 2, 2004
 - *Op BOREAS*, EU Forces (EUFOR) in Bosnia, since December 2, 2004
- You must have served a minimum of 30 days in-theatre (not necessarily consecutive days) to qualify for the CPSM.

Read CANFORGEN 094/05 and references at http://vcds.dwan.dnd.ca/intro_e.asp for information. ✦

around the world long before Canada had armed forces. NCM came into being in the 1980s as a replacement for the traditional "the men" and "other ranks"; when DND/CF was adopting non-sexist terminology.

Non-commissioned member (NCM) Queen's Regulations and Orders (QR&O, http://admfincs.mil.ca/admfincs/subjects/qr_o/vol1/ch001_e.asp#1.02) definition = Any person, other than an officer, who is enrolled in, or who pursuant to law is attached or seconded otherwise than as an officer to, the Canadian Forces. Common usage definition = CF personnel, and military personnel attached or seconded to the CF, who are not officers.

Therefore, NCMs = Chief Warrant Officers + Master Warrant Officers + Warrant Officers + Sergeants + Master Corporals + Corporals + Privates

Therefore, NCMs = CF – officers

Non-commissioned officer (NCO) QR&O (http://admfincs.mil.ca/admfincs/subjects/qr_o/vol1/ch001_e.asp#1.02) definition = A member holding the rank of sergeant or corporal. Common usage definition = Sergeants, corporals and CF personnel holding the appointment of master-corporal.

Therefore, NCOs = Sgts + MCpls + Cpls

The equivalent Navy ranks and certain Army Regimental or Corps rank designators fall into the appropriate definitions, above.

FYI:

- Senior NCOs = Sgts
- Junior NCOs = MCpls + Cpls
- WOs = CWOs + MWOs + WOs (none of which are NCOs)

Pension eligibility, insurance coverage during fitness activities, sports

Q: I played intramural hockey with a CFB team in the late 1980s/early 1990s. I was medically released in '93. I am appealing for a pension through the BPA [Veterans Affairs Canada's Bureau of Pensions Advocates] and have been told to have someone who was superior to me when I was playing write a statement about how the hockey I played back then was actually authorized. It's not like we filled out authorization forms to play in the league – it was set up, a schedule was made, games were played. How am I supposed to get information about intramural games being authorized?

A: If you remember the names of other people involved but have lost touch with them, Veterans Affairs Canada might be able to put you in touch with someone who was above you/who was a team member/who coached the team/etc. when you were playing intramural hockey. VAC probably won't give you contact info for anyone—that could go against *Privacy Act* regulations—but VAC might be able to let people know you are trying to contact them. No guarantees, though.

If you cannot contact anyone involved, write a declaration of events at the time, and include as much information as you can remember – your CO at the time/team members' ranks and names/ranks and names of the coach, trainer, team medic, etc./when and where you played/absolutely any and all info that

comes to mind. As well, call upon the people you have kept in touch with since your release – they may remember details/names/etc. that you've forgotten. The more info you include, the better. Submit everything with your claim.

Remember: You do not have to prove your claim, but it's in your best interest to supply as much relevant info as possible to the adjudicator who will consider your claim.

Pension eligibility during fitness and sports activities

Paragraph 21(3)(a) of the *Pension Act* reads:

For the purposes of subsection (2), an injury or disease, or the aggravation of an injury or disease, shall be presumed, in the absence of evidence to the contrary, to have arisen out of or to have been directly connected with military service of the kind described in that subsection if the injury or disease or the aggravation thereof was incurred in the course of

a) any physical training or any sports activity in which the member was participating that was authorized or organized by a military authority, or performed in the interests of the service although not authorized or organized by a military authority;

As a member of the Forces—Regular or Reserve—you are required to achieve and maintain a set level of fitness. It is as important as any other service requirement, and you are expected to have fitness tests on a regular basis. The CF's operational capability relies, in part, on your fitness. CF personnel who are physically unable to do their jobs, particularly in operational theatres, can be a hazard to themselves and others.

When you engage in physical training and/or sports activities that contribute to your overall good health and fitness, which in turn is in the interests of the CF, then you are protected under the *Pension Act*.

Team sports authorized by the CF include badminton, ball hockey, basketball, broom ball, curling, golf, hockey, running, soccer, softball, squash and volleyball. Authorized competitive sports are played at the intramural level (including inter-section, inter-company, or inter-mess), and the extramural level (including inter-base, command, regional, national and international military and civilian competitions).

If you participate in sports under the Forces' banner, you are covered for disability pension purposes under the *Pension Act* while playing, practising, or travelling with the team – and this could include CF coaches and officials. As well, you may be authorized to play on civilian teams, usually because no CF team exists at your Base/Wing/Station, and you may attend clinics, workshops or seminars conducted by recognized civilian sports agencies to stay abreast of developments and/or to obtain qualifications not available within the CF.

If you take part in regular physical training and/or sports activities not authorized or organized by the CF but which could reasonably be expected to assist you in meeting the Forces' fitness requirements, a resulting injury or illness may be seen as service-connected. Running or jogging on a regular basis, for example, could be seen as being in the interests of the Forces if, as a result, you are better able to meet the physical requirements of your service.

On the other hand, if you take part in a "pick-up" or spur-of-the-moment game with co-workers, friends or neighbours, that activity would be seen as recreational, not service-connected, even if it takes place on a military base. As well, taking part in recreational or social activities (billiards, darts, ping pong, shuffleboard, etc.) which may be organized for military personnel and their families in base facilities would not be considered part of a fitness program.

Where your interests and the interests of the CF are considered to be relatively equal in the performance of unauthorized physical training or sports activity, a service connection may be presumed.

Good advice: Keep records. There's no such thing as too much documentation.

It's not sensible to rely solely on someone else's records concerning your physical training and sports activities, especially when it comes to injuries you may experience, no matter how insignificant they may seem at the time.

While you're participating in a team sport, whether it's with a CF team or a civilian team, ask for written documentation of your participation. Make sure this includes dates, locations, and contact info for coaches,



CPL JOHN BRADLEY, TASK FORCE KABUL PHOTOGRAPHER

KABUL, AFGHANISTAN—A member of the Embedded Training Team—working in Kabul to help train, mentor, and advise Afghan National Army personnel in basic soldiering skills—winds up for a slap shot on the Belgium-Slovenia net during a ball hockey tournament at the Camp Julien International Olympic Festival. If he blows his knee, he'll be covered under his SISIP LTD plan.

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team doctors, etc., and for the league offices/contact people/etc. – people will move on, but a league office usually doesn't. And businesses and organizations are easy to trace even if they move or merge with others of their kind. If you experience an injury, no matter how small, get documentation of consultations, treatments, prescriptions, follow-ups, etc.

If your sports activities are individual or less formal, you can still get documentation. Get copies of your participation records from your local running club – again, dates, locations, etc. If you and a colleague spend two hours a week at a local racquetball club, get a printout of your play schedule. If you frequent a local sports complex, introduce yourself to the complex's doctor/trainer/whoever and maintain at least a nodding acquaintance by consulting with him/her on a general level ("What's the best wrist brace, in your opinion?").

Best advice: Consult the subject matter experts:

- Go to www.dnd.ca/dgcb/dpsp/engraph/home_e.asp or http://hr.ottawa-hull.mil.ca/dgcb/dpsp/engraph/home_e.asp for Directorate of Pension and Social Programs (DPSP) information.
- Visit www.vac-acc.gc.ca/providers/ for info about Veterans Affairs Canada services, office locations, and contacts.
- Check out the *Pension Act* at <http://laws.justice.gc.ca/en/P-6/>.

Insurance coverage during fitness and sports activities

The Service Income Security Insurance Plan (SISIP) administers Long Term Disability (LTD) coverage to Regular Force Personnel, to Primary Reserve Force personnel, and to Reservists on Class C service.

If you are a member of the Regular Force with LTD coverage, there are no limitations or exclusions concerning fitness training and sports in which you may participate, whether mandatory, CF-endorsed or by personal choice. Your LTD plan covers you 24/7, although there are some limitations and exclusions regarding criminal offences and intentional self-inflicted injury.

If you are in the Primary Reserve Force or are a Reservist on Class C service, the following conditions exist regarding your LTD coverage:

- If you are on Class A or Class B Primary Reserve service of 180 days or less, coverage is automatic for each period for which you are "on duty". "On duty" means you are authorized and entitled to pay during the performance of Reserve service.
- If you are on Class B Primary Reserve service of more than 180 days or on Class C Reserve service, coverage is automatic during your period of service, and is deemed to be 24/7. However, if you are receiving an annuity, you are not covered during the mandatory 35-day break in service.

As well, if you are eligible for LTD or Reserve LTD, you may also be eligible for the Vocational

Rehabilitation Program (VRP). This training plan is approved on an individual basis and the objective is to enhance existing skills, training and experience. You could be eligible for the VRP if you are injured while you are participating in fitness or sports activities.

You may also have coverage under a SISIP Financial Services term life insurance plan. This life insurance is optional – you must pay for it – and the coverage it offers has no limitations or exclusions regarding dangerous occupations, sports or hobbies for either Regular Force personnel or Reservists.

Effective July 1, 2005, SISIP FS term life insurance plans for Regular and Reserve Force personnel have new accidental dismemberment coverage at no cost. CF personnel are now covered by this benefit should an accidental dismemberment be non-attributable to military service. This new accidental dismemberment coverage under SISIP term life insurance plans is supplemental to the Accidental Dismemberment Insurance Plan (ADIP), administered by SISIP FS, which covers members should the accidental dismemberment be attributable to military service (under policy 906906).

Best advice: Read *CFPN Online* at www.forces.gc.ca/hr/cfpn/engraph/7_05/7_05_e.asp for more information. Visit www.sisip.com/en/Locations_e/index.asp or telephone 1-800-267-6681 for comprehensive information about your coverage and for the location of the SISIP Financial Services office nearest you. ♦

LGen Lucas to serve as DND/CF Champion for Women

From the Assistant Deputy Minister (Human Resources – Military) [ADM(HR-Mil)]

Chief of the Air Staff Lieutenant-General Steve Lucas has accepted an invitation from the Defence Women's Advisory Organization (DWAO) to become the DND/CF Champion for Women.

"I would like to thank the DWAO for inviting me to become the DND/CF Champion for Women," said LGen Lucas. "It is a responsibility I accept wholeheartedly and with a great deal of optimism for the future. As we move forward with Canadian Forces transformation, great things are in store for our personnel and I look forward to working with the DWAO to ensure the full participation of women at all ranks and levels throughout the transformational process. The CF has

always been a trailblazer for women, employing women in traditional and non-traditional careers, and I relish the opportunity to advance that tradition through this important appointment."

The DWAO provides advice and insight to DND/CF leaders on issues relevant to DND/CF women, including:

- implementation of employment equity policies and practices;
- development of policies, procedures and mechanisms related to recruitment, training and retention;
- employment equity initiatives and action plans;
- identification of systemic employment barriers;
- recommendations for solutions on issues or problems identified;
- establishment of advisory groups in DND/CF across the country; and
- research into issues related to employment equity/diversity.

For information:

- Read CANFORGEN 136/05 at http://vcds.dwan.dnd.ca/vcde-exec/pubs/canforgen/2005/136-05_e.asp.
- Visit DWAO at http://hr.ottawa-hull.mil.ca/dmgjee/agsec/dwao/engraph/DWAO_Welcome_e.asp.
- Contact DWAO military co-chair Lieutenant-Colonel Barb McManus at McManus.BC@forces.gc.ca or at (613) 541-5010.
- Contact DWAO civilian co-chair Lynne Corkum at Corkum.EL@forces.gc.ca or at (613) 995-6794. ♦



Don't rely on outdated information

Recently, *CF Pers Newsletter* learned that a member of the CF was encountering problems using information from an archived online issue of the newsletter to complete a current official document.

We strive to ensure that information in any current issue of the newsletter, print or online, is both up-to-date and correct.

However, you should never rely on **archived** print or *CFPN Online* issues as primary sources of information, especially when it comes to money/tax/pension/insurance/etc. information that may change on a yearly basis. An archived issue is just that – a look back at what we published in the past.

Always go to the primary, official source for current information. In articles that provide any sort of timely or official information, we supply links to a preferred official source of information – in an article about income tax, for example, we might provide a link to the CANFORGEN on which the article was based, or to Canada Revenue Agency's Web site. In an article about insurance, we'll send you to the Service Income Security Insurance Plan (SISIP) Web site.

We'll always link you to the primary, official source of information if there is one. ♦