

## **ARMY CADET EXCHANGE PROGRAM**

### **Guidelines for Escorts**

#### **Introduction**

Dear Escort,

You have been selected or designated by your national organization to take part in the Army Cadet Exchange Program. As you know, the exchange enables young people interested in defense and especially in army matters to share their experiences in this field during a visit to a host country. This document is designed to provide you with some essential information concerning the exchange and the role you will be called upon to play as an Escort.

#### **The ACE**

The Army Cadet Exchange (ACE) Program groups together national organizations of several nations. The rules of operation of the ACE are contained in the “Army Cadet Exchange Program, Policy Paper 2001” with which each participating country must comply. This policy paper is the reference for the operation of the Program as well as the planning and conduct of the exchanges.

The aim of the Program is to foster international understanding, goodwill and friendship among young people who have interest in defense and army matters and to build bridges between countries and networks between youngsters. It endeavors to realize the aim by organizing an annual exchange of cadets between (organizations of) the participating countries.

Each member country of the Program is perfectly free to determine the type of national structures from which the army cadets and the escorts come. That is why the exchange includes young people from strictly civilian organizations, others from organizations assisted and supported by the armed forces and some coming directly from the armed forces of their countries.

The greatest achievement of such an exchange is that it enables the interaction of young people from those three types of organizations and from different cultures linked only by their interest in defense and army matters.

#### **Escorts and Host Countries**

Escorts should have been made aware of the “ACE Program” rules before their stay in the host country.

The role of the escort cannot be defined in detail, not only to not offend the host country but also to respect the work carried out in setting up the proposed program.

Nonetheless, it is possible to list the following general rules on the role of the escorts since they have been generally applied within the host countries:

- The exchange Program is under the sole responsibility of the host country according to the rules set out in the “ACE Policy Paper 2001”.
- The operation of the exchange is the responsibility of the person in charge from the host country, or of his or her designated representative, who determines the day to day details related to schedules, dress, group functioning, etc.

- Escorts shall be fully briefed by the participating country prior to departure.
- A general briefing, including group introductions, and covering the program and how it will be conducted will be provided at the beginning of the stay by the host country.
- Escorts serve as liaison officers between the organization of the host country and their group of cadets, providing any information not yet provided by the organization.
- Escorts shall comply with the exchange program and not take personal initiative, which would depart from the program except in extreme cases.
- Escorts may be called upon to assume responsibility for the group or part of the group of cadets from time to time or for a defined period under the authority of the person in charge of the group or of his or her designated representative.
- Escorts shall avoid granting preference to cadets from their own organization.
- Escorts should not expect preferential treatment from those provided by the host unit or country to the escorts and cadets.
- Escorts shall work out any differences of opinion with the host country organization.
- Escorts shall be the first point of contact should an outside event affecting one of their cadets or another cadet occur.
- The dress and conduct of escorts must be exemplary.
- Escorts must be physically fit to take part in all activities of the group under the established exchange program.
- No alcohol is to be consumed by escorts while on escorting duties or in the presence of cadets.
- In dealing with disciplinary problems or misconduct by cadets, the escort will discuss the matter with the host country for initial resolution. If necessary, the escort will report the problem to his or her organization. Escorts are encouraged to resolve problems at the lowest possible level.