



## Logistics Branch Governance Framework

1. The governance of the Logistics Branch is complex given its impressive diversity and size. The Logistics Branch is the largest in the Canadian Armed Forces (CAF) and comprises one officer Occupation which includes eight specialties/sub-specialities and eight NCM Occupations, serving in the three Environments.
2. Due to its size, structure, and complexity, managing the Logistics Branch is challenging. As such, in order to ensure unity of effort across the Occupations and Environments, the Logistics Branch requires the right governance framework and processes in order to ensure the successful production, development and sustainment of highly trained and motivated Logisticians. Effective Branch Governance is dependent upon key committees, councils and advisers, all operating with the view to achieve the Branch vision which is:

*A Logistics Branch that delivers world class sustainment to achieve operational and institutional excellence*

3. Originally published in March 2010, the Logistics Branch Governance Framework defines the relationships between senior leadership and advisers, with respect to the various councils, committees and working groups and their mandates. An overview of the Branch Governance Framework is included at Annexes A and B, while Annex C clarifies the roles and responsibilities of Branch Appointments and Key Positions. The mandates and the composition of the various governing bodies are attached at Annex D.

Approved by:

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4 March 2016

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4 March 2016

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### **Logistics Branch Authorities, Responsibilities, and Accountabilities**

1. The Organization Chart at the Appendix to this Annex illustrates the reporting relationships within the Logistics Branch. Dotted lines represent appointments and secondary duties, while solid lines represent primary duties and formal reporting relationships.
2. As outlined in CF MIL PERS INSTR 02/08, the *Logistics Branch Adviser (LBA)* is appointed by Chief of Military Personnel (CMP) and serves as the focal point for Branch ethos, esprit de corps and professional identity representing the interests of all Logistics members.<sup>1</sup> This appointment and responsibility is represented in the following appendix by a dotted line between Asst CMP and LBA/LBI (A).
3. The *Logistics Branch Integrator (LBI)* was established by Armed Forces Council in 2008 to “develop a Branch training and management framework that ensures CF tactical and functional requirements are addressed within the Logistics training system.”<sup>2</sup> With the establishment of a Director General Support/Strategic J4, LBI was subsequently transferred to the Strategic Joint Staff in 2014 to provide the Logistics Branch with a strategic level champion.<sup>3</sup> This relationship is represented by a solid line (B).
4. The LBA/LBI’s responsibility to the Senior Logistician and the Senior Council are represented by dotted lines (C).

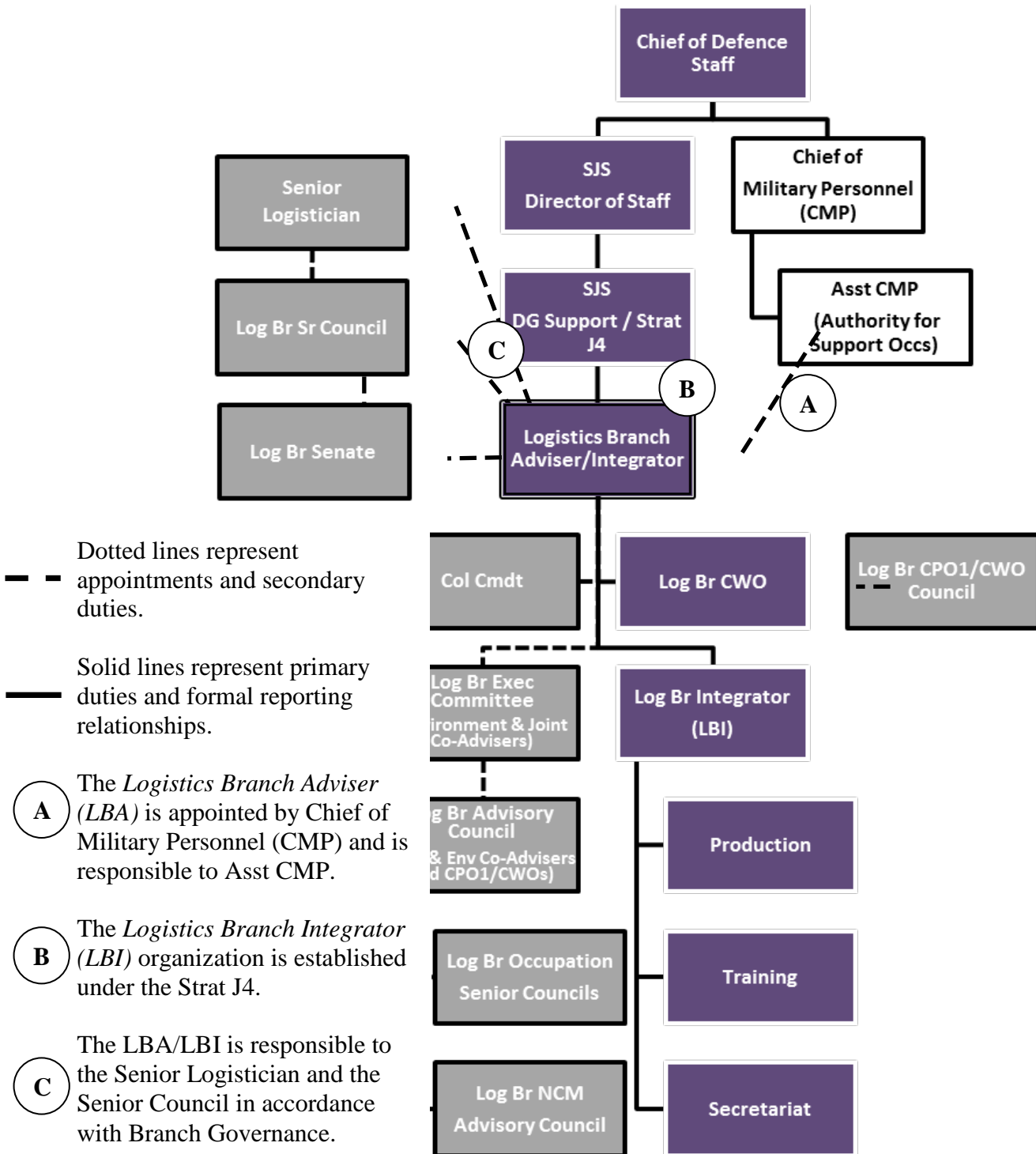
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<sup>1</sup> CMP, CF MIL PERS INSTR 02/08, *Branch Advisers – Roles and Responsibilities*, issued 2008-03-05. [http://cmp-cpm.mil.ca/assets/CMP\\_Intranet/docs/en/support/policies/cmp-milpersinstr-0208.pdf](http://cmp-cpm.mil.ca/assets/CMP_Intranet/docs/en/support/policies/cmp-milpersinstr-0208.pdf)

<sup>2</sup> VCDS, CANFORGEN 189/08 04/08, *Log Branch Re-alignment Concept*, 161524Z Oct 08. [http://vcds.mil.ca/vcde-exec/pubs/default-eng.asp?path=/vcde-exec/pubs/canforngen/2008/189-08\\_e.asp](http://vcds.mil.ca/vcde-exec/pubs/default-eng.asp?path=/vcde-exec/pubs/canforngen/2008/189-08_e.asp)

<sup>3</sup> CDS, *Transfer of Logistics Branch Integrator to Director General Support/Strategic J4*, 27 Aug 2014.

### Logistics Branch Governance Organization Chart



**Logistics Branch Governance Committees and Councils**

Title	Members	Mandate	Frequency
Log Branch Senior Council (LBSC)	Senior Logistician (Chair) Log Branch General Officers/Flag Officers (GO/FOs) Colonel Commandant (Col Cmdt) Log Branch Adviser/Integrator (LBA/LBI)  <u>Ex-Officio</u> Log Branch CWO Retired GO/FOs and CWO/CPO1s as determined by chair	To provide a forum for periodic review of activities on emerging issues of strategic importance facing the Logistics Branch. The LBSC provides guidance to the LBA/LBI.  <u>Primary Focus Areas:</u> <ul style="list-style-type: none"> <li>• Strategic level issues facing the Branch; and</li> <li>• Capt(N)/Col Succession Plan, including selection for positions equivalent to Formation Command.</li> </ul>	Quarterly (or more often as required)
Log Branch Senate (LBS)	LBA/LBI (Chair) Log Branch GO/FOs and Capt(N)/Cols Col Cmdt Environmental Co-Advisers and CPO1/CWOs Joint Corporate Co-Adviser and CPO1/CWO Log Branch CWO  <u>Ex-Officio:</u> Retired GO/FOs and CPO1/CWOs as determined by chair CF Logistics Association Rep LBI SSO Prod LBI SSO Trg LBI Secretariat (Secretary)	To provide the LBA/LBI a mechanism by which to communicate key information and decisions to Senior Logisticians for information, execution, and onward dissemination as applicable. The LBS ensures that all senior Logisticians are kept informed of logistics issues and are provided an opportunity to discuss those issues of strategic importance.  <u>Primary Focus Areas:</u> <ul style="list-style-type: none"> <li>• The Logistics Branch Campaign Plan; and</li> <li>• Other topics and current issues affecting the Logistics Branch.</li> </ul>	Semi-annually

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<p>Log Branch Executive Committee (LBEC)</p>	<p>LBA/LBI (Chair)          Environmental Co-Advisers          Joint/Corporate Co-Adviser          Fin/HR Co-Advisers (as required)</p> <p><u>Ex-Officio (as required):</u>          D Mil C 6          SSO Prod</p>	<p>To provide the LBI with support and advice with respect to emerging issues of strategic importance in the same domain as the Logistics Branch Advisory Council (LBAC). The LBEC is the decision-making body for changes to Occupation Management or Training as recommended by the LBAC membership.</p> <p><u>Primary Focus Areas:</u></p> <ul style="list-style-type: none"> <li>• Strategic-level issues of the Branch within the same domain as LBAC, but with particular focus on emergent and critical Environmental issues;</li> <li>• Log Officer Occupation management and training;</li> <li>• Cdr/LCol and LCdr/Maj selection and Succession Management;</li> <li>• OUTCAN, Joint Command Staff College, Post-Grad, DP4, and SOLET selection and recommendations; and</li> <li>• CWO Succession Planning Board</li> </ul>	<p>Quarterly (or more often as required)</p>
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<p>Log Br Advisory Council (LBAC)</p>	<p>LBA/LBI (Chair) Environmental Co-Advisers Joint/Corporate Co-Adviser Occupation Co-Advisers Cmnd CFLTC Environmental and Joint/Corporate CPO1/CWO Occupation CPO1/CWOs Log Br CWO CFLTC CWO</p> <p><u>Ex-Officio</u> LBI Staff Others as required</p>	<p>To keep the LBI informed of emerging Occupational issues and to provide support and advice with respect to issues of strategic importance such as: AMOR, Occupation management, training, lessons learned, development of Logistics Branch policies and doctrine.</p> <p><u>Primary Focus Area:</u> Provide a forum in which the LBA/LBI can meet with the Environmental, Joint/Corporate, and Occupation Co-Advisers and Occupation CPO1/CWOs to discuss Branch issues and broader CAF issues affecting the Branch.</p>	<p>Three times per year</p>
<p>Log Br NCM Advisory Council (LBNCMAC)</p>	<p>Log Br CWO (Chair) Environmental and Joint/Corporate CPO1/CWOs Occupation CPO1/CWOs CFLTC SCWO D Mil C 6 CWOs</p> <p><u>Ex-Officio</u> LBI SO Trg 3 LBI SO Prod 2 LBI Secretariat (Secretary)</p>	<p>To assist the LBI with resolving emerging NCM cross-functional issues and challenges of a transactional nature.</p> <p><u>Primary Focus Area:</u> To provide a venue to assist the LBI with the resolution and coordination of emerging NCM multi-faceted transactional issues and/or complex issues that require horizontal and/or specific MOSID examination.</p>	<p>Quarterly but not less than semi-annually</p>
<p>Log Br CPO1/CWO Council (LBCWOC)</p>	<p>Log Br CWO (Chair) All Log Branch CPO1/CWOs</p> <p><u>Ex Officio</u> LBI SO Trg 3 LBI SO Prod 2 LBI Secretariat (Secretary)</p>	<p>To provide the Log Br CWO a means by which to communicate information on Branch activities and events, to advise on matters affecting/impacting the Branch, and to seek CPO1/CWO input related to cross-functional or Environmental issues and concerns.</p>	<p>Bi-annually</p>

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<p>Log Br Occupation Senior Council (LBOSC)</p>	<p>For each Log Occupation (MOSID):          Occupation Co-Adviser (Chair)          Occupation CPO1/CWO          All CPO1/CWOs of Occupation          D Mil C 6 Occupation Career Manager          Others as required</p> <p><u>Ex Officio</u>          LBI SO Trg 3          LBI SO Prod 2</p>	<p>To assist the LBA/LBI in ensuring the well-being of individual Occupations. To provide advice and recommendations regarding training requirements from a technical and functional perspective.</p> <p><u>Primary Focus Areas:</u></p> <ul style="list-style-type: none"> <li>• Health of the Occupation;</li> <li>• Identification of technical training requirements;</li> <li>• Defining Occupation career path and progression models; and</li> <li>• Provide support and advice to the Occupation Co-Adviser as it relates to his/her responsibilities to the collective management of the Occupation.</li> </ul>	<p>Annually but up to quarterly if required</p>
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## **Branch Appointments and Key Staff**

Terms of Reference of Logistics Branch Appointments and Key staff are detailed as Appendices to this Annex.

Senior Logistician. The *Senior Logistician* is the Chair of the Senior Council and approves its minutes and proceedings regarding policies involving Logisticians and the Logistics Branch. He/she serves as the senior adviser to CDS, VCDS and CMP on the well-being of Logisticians and key issues affecting the Branch.

Logistics Branch Adviser. The *Logistics Branch Adviser (LBA)* is appointed by Chief of Military Personnel (CMP) and serves as the focal point for Branch ethos, esprit de corps and professional identity representing the interests of all Logistics members. The LBA is the Logistics Career Field Occupation Adviser and provides advice to Assistant CMP on Logistics Branch personnel requirements.

Logistics Branch Chief Warrant Officer. The *Logistics Branch Chief Warrant Officer (LBCWO)* represents the interests of all Logistics Non-Commissioned Members (NCM) with respect to Branch matters including dress, ceremonial, training, employment and other issues of concern to the Logistics Branch. The LBCWO is the senior adviser to the Logistics Branch Adviser on NCM issues within the Logistics Branch.

Logistics Branch Integrator. The *LBA* is also appointed *Logistics Branch Integrator* and is responsible to the Strategic J4 (Strategic Joint Staff, Director General Support (SJS DGS)) for strategic logistics capability and the Logistics Branch Integrator (LBI) organization. Under the leadership of the LBA/LBI, the LBI organization works within the Branch training and management framework to ensure CAF environmental, tactical and functional requirements are addressed within the external organizations providing Logistics training and to instil an enduring operational focus that meets the needs of the Environments. The use of the acronym LBA/LBI is used throughout this document to represent the dual-role of the incumbent.

The LBI organization is composed of three sections:

- a. Production. Senior Staff Officer Production (SSO Prod) provides advice and recommendations on the Logistics Occupation Management aspects of the current Logistics Force Structure;
- b. Training. Senior Staff Officer Training (SSO Trg) provides advice and recommendations on implementation of Logistics Individual Training and Education (IT&E) requirements for the Logistics Occupations, as well as oversees the management of IT&E programmes in accordance with promulgated policies and requirements; and

- c. Secretariat. The Logistics Branch Secretariat assists and supports the Logistics Branch Adviser in the conduct of his/her assigned functions and provides a focal point for the co-ordination of Branch related activities.

Environmental Co-Advisers and CPO1/CWOs. The Logistics Branch *Environmental Co-Advisers and CPO1/CWOs* are normally the senior Logistics Capt(N)/Col and CPO1/CWO on each Environmental Commanders' Staff (ECS) who are appointed to represent logistics issues to their Commander on behalf of the LBA/LBI. They also represent Environmental concerns to LBA/LBI on behalf of Environmental Commanders.

Joint/Corporate Co-Adviser and CPO1/CWO. The Logistics Branch *Joint/Corporate Co-Adviser* is a Capt(N)/Col employed in the Joint/Corporate domain who is appointed by the Logistics Branch Adviser to represent Logistics issues of all Joint and Corporate Level 1 organizations within CAF/DND. The Logistics Branch *Joint/Corporate CPO1/CWO* is a CPO1/CWO employed in the Joint/Corporate domain who is appointed by the Logistics Branch Adviser to represent Logistics issues of all Joint and Corporate Level 1 organizations within CAF/DND as well as represent Logistics issues on behalf of the LBA/LBI.

Occupation Co-Advisers and Occupation CPO1/CWOs. The *Logistics Branch Occupation Co-Advisers (Cdr/LCol) and Occupation CPO1/CWOs* provide a crucial link between the Branch Adviser and the NCMs of the Branch. Their role is to advise on a wide variety of Officer specialty and NCM Occupation technical and functional issues (i.e. training, qualification requirements, career path, etc). Normally the senior Logistics officer and CPO1/CWO from the respective affiliated NCM MOSID, serving on the L1 Staffs within the NDHQ matrix (CMP, ADM Fin (CS), ADM (Mat), CJOC).

Logistics Branch Colonel Commandant. *The Logistics Branch Colonel Commandant (Col Cmdt)* represents the interests of all Logistics Branch members. The Branch Colonel Commandant is respected throughout the Branch as the link between the current Branch members and the traditions of the past.

Cmdt Canadian Forces Logistics Training Centre (CFLTC). Cmdt CFLTC reports to Comd MILPERSGEN Training Group. However, the LBI is responsible for advising on Occupational Management and Training Management of Logisticians within the MES Framework. Therefore, the *Cmdt CFLTC* plays a key role as an adviser to the LBI on Logistics Training.

Director Military Careers (D Mil C) 6. D Mil C 6 and all Logistics Occupation Career Managers play an integral role in advising the LBI on career management, Occupation health, attrition, and training issues as well as disseminating Logistics Branch information to members of the Branch.

## **Senior Logistician**

**Position Number:** N/A  
**Rank:** General or Flag Officer  
**MOC:** GOC (former Logistics)

### **SUMMARY OF ACCOUNTABILITIES**

The Senior Logistician is the chair of the Logistics Branch Senior Council and represents the Log Branch on strategic issues and concepts emerging within the CAF and DND.

### **RESPONSIBILITIES**

The Senior Logistician serves as the senior adviser to CDS, VCDS and CMP on the well-being of Logisticians and key issues affecting the Branch. He/she provides direction and guidance regarding policies involving Logisticians and the Logistics Branch.

### **INTERRELATIONSHIP**

The Senior Logistician is responsible to the Logistics Branch Senior Council and is the voice of the Logistics Branch within the CAF and DND.

### **COMMITTEES AND WORKING GROUPS**

The Senior Logistician is the chairperson or a member of the following Branch Committees and Working Groups:

- a. Logistics Branch Senior Council - Chair
- b. Logistics Branch Senate - Member

### **Logistics Branch Adviser / Logistics Branch Integrator**

**Position Number:** 47688  
**Rank:** Capt(N)/Col  
**MOC:** LOG ANY  
**Reports To:** Strategic J4, Senior Council, and Comd Military Personnel Command|

#### **SUMMARY OF ACCOUNTABILITIES**

The Logistics Branch Adviser (LBA) is appointed by CMP in consultation with the Logistics Branch Senior Council and serves as the focal point for Branch ethos, esprit de corps and professional identity representing the interests of all Logistics members.

The LBA is also appointed as the Logistics Branch Integrator (LBI), responsible to the Strategic J4). The LBI provides advice and recommendations on the Logistics IT&E and personnel management aspects of Branch, and establishes, promulgates and oversees the policy development and management of Logistics IT&E and personnel management programmes.

#### **RESPONSIBILITIES**

As LBA:

- a. Be familiar with personnel requirements/competencies required for the Career Fields/Occupations within the Branch;
- b. Coordinate the activities and consolidate the advice of Co-Advisers;
- c. Disseminate relevant information to members of the Branch;
- d. Serve as the focal point for issues of ethos, esprit de corps and overall professional identity;
- e. Prepare or assist in the preparation of Problem Definition Papers for Military Employment Structure (MES) job/functional analyses and/or other Branch issues;
- f. Assist in the development of MES Change Proposals,
- g. Participate in the MES analysis process; and
- h. Advise on Logistics personnel matters, as requested by CMP.

As LBI, on behalf of the Log Branch Senior Council, oversee:

- a. Logistics Occupation management;
- b. Logistics training management;
- c. Logistics military IT&E; and
- d. The activities performed by the LBI Directorate.

Activities to meet these responsibilities include:

- a. Coordinating the Branch-wide input to Canadian Armed Forces military personnel plans and policies;
- b. Playing an active role, in consultation with D Mil C, in developing, promulgating, and implementing policies affecting such logistics issues as career progression, postings and personnel development;
- c. Co-chairing Logistics Branch Annual Military Occupation Reviews (AMORs) and coordinating Branch meetings to address related issues;
- d. Developing a framework for coordination of Incremental Staff (IS) taskings for Logistics personnel across L1s;
- e. Participating in Military Employment Structure (MES) processes for Logistics Occupations, including:
  - (1) In consultation with stakeholders, developing Problem Definition Papers;
  - (2) Assisting in the development of MES Change Proposals; and
  - (3) Assisting in the development of MES Implementation Plans.
- f. Coordinating Logistics IT&E policy and plans, and providing input to CAF IT&E policies and plans (ie, for the Officer Professional Development System);
- g. In consultation with CMP agencies, developing of IT&E production requirements for those same Occupations;
- h. Developing, approving, and implementing training standards for those same Occupations; and
- i. Conducting verification of IT&E activities within the Branch.

## **INTERRELATIONSHIPS**

The LBA/LBI:

- a. Is responsible to the Strategic J4/Strategic Joint Staff, Director General Support and Logistics Branch Senior Council;
- b. Advises CMP on Logistics Branch personnel matters as described above; and
- c. Liaises closely with CMP organizations, ECS, and Logistics Co-Advisers to address issues in Logistics Occupation training and management.

## **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Senior Council – Member;
- b. Logistics Branch Senate – Chair;
- c. Logistics Branch Executive Committee – Chair;
- d. Logistics Branch Advisory Council – Chair;
- e. Logistics Annual Military Occupation Review (AMOR) – Co-Chair;
- f. Logistics Branch Fund – Chair;
- g. Support Branch Advisory Council – Member; and
- h. CMP Retention Working Group – Member.

### **Logistics Branch Chief Warrant Officer**

**Position Number:** 47714  
**Rank:** CPO1/CWO  
**MOC:** LOG ANY  
**Reports To:** LBA/LBI

#### **SUMMARY OF ACCOUNTABILITIES**

The Branch CWO represents the interests of all Logistics Non-Commissioned Members (NCM) with respect to Branch matters including dress, ceremonial, training, employment and other issues of concern to Logistics Branch Staff. He/she is the senior adviser to the Logistics Branch Adviser on NCM issues within the Branch.

#### **RESPONSIBILITIES**

As the senior NCM adviser to the Logistics Branch Adviser:

- a. Participate in activities identified in the Branch Strategic Plan;
- b. Coordinate Branch Honours and Recognition;
- c. Develop and coordinate the Logistics Branch NCM Succession Plan;
- d. Consult and advise Career Managers and others on NCM employment patterns and career paths;
- e. Advise Branch staff on Branch NCM matters;
- f. Conduct briefings and presentations on Branch issues as required by LBA/LBI;
- g. Provide advice on Branch and CAF clothing, dress and ceremonial issues;
- h. Represent/accompany the LBA/LBI and Col Cmdt at ceremonial events;
- i. Liaise with the Logistics Associations and Museum; and
- j. Foster morale and cohesion within the Branch.

#### **INTERRELATIONSHIPS**

The Log Branch CWO:

- a. Is responsible to the LBA/LBI; and
- b. Liaises closely with CMP as well as Environment, Joint/Corporate, and Logistics Occupation Co-Advisers and CPO1/CWOs in the coordinated development of NCM IT&E and personnel policies and plans.

#### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch NCM Advisory Council – Chair;
- b. Logistics Branch CWO Council – Chair;
- c. Logistics NCM Succession Planning Board – Secretary;

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- d. Logistics Branch Advisory Council – Member;
- e. Logistics Branch Senate – Member;
- f. Logistics Branch Senior Council - Ex-officio; and
- g. Logistics Branch Fund Executive Committee – Member.

### **Logistics Branch Integrator - Senior Staff Officer Production**

**Position Number:** 46908  
**Rank:** Cdr/LCol  
**MOC:** LOG ANY  
**Reports To:** LBA/LBI

#### **SUMMARY OF ACCOUNTABILITIES**

LBI SSO Production provides advice and recommendations on the Logistics personnel management aspects of the current Logistics force structure; oversees the production of Logistics Officers and NCMs; as well as establishes, promulgates and oversees the management of Logistics personnel policies.

#### **RESPONSIBILITIES**

The scope of responsibility of LBI SSO Production includes Occupation Management and any associated policy development.

Activities to meet these responsibilities include:

- a. Developing and promulgating policy and plans for the effective management of military personnel resources within the Logistics Branch;
- b. Monitoring NDHQ military personnel policies, developing the respective Logistics policy, advising the LBA/LBI on the impact of these personnel initiatives, and promulgating all resultant decisions to the Logistics Branch;
- c. Acting as the focal point for AMORs, static/deployed ratio modeling, rank to rank ratios and effective Occupation Management;
- d. Managing the Strategic Intake Plan for Logistics Occupations;
- e. Coordinating and promulgating the Logistics Branch Succession Planning policy;
- f. Liaising, as necessary, with NDHQ authorities and Log Branch Co-Advisers to ensure effective information flow on personnel matters throughout the Branch;
- g. Representing LBA/LBI at various meetings/working groups;
- h. Supervising and leading the LBI Production section; and
- i. Such other duties as may be assigned by LBA/LBI.

#### **INTERRELATIONSHIPS**

LBI SSO Production:

- a. Reports to the LBA/LBI;
- b. Liaises closely with LBI SSO Training, Log Branch Co-Advisers and CPO1s/CWOs, Log Branch CWO, VCDS, and CMP in the development of personnel policies and plans; and



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- c. Consults and maintains liaison with the NDHQ Level 1 organizations in the implementation of departmental policies, plans and programs.

**COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Bursary Board - Chair;
- b. Logistics Branch Executive Council - Ex-officio;
- c. Logistics Branch Advisory Council - Ex-officio;
- d. Logistics Branch AMOR preparatory meetings – Chair;
- e. Logistics Branch AMORs; and
- f. Others as assigned by LBA/LBI.

### **Logistics Branch Integrator - Senior Staff Officer Training**

**Position Number:** 53775  
**Rank:** Cdr/LCol  
**MOC:** LOG ANY  
**Reports To:** LBA/LBI

#### **SUMMARY OF ACCOUNTABILITIES**

LBI SSO Training provides advice and recommendations on implementation of Logistics Individual Training and Education (IT&E) requirements for the Logistics Occupations. Additionally, SSO Training oversees the management of Branch IT&E programmes in accordance with promulgated policies and requirements. This training oversight includes interpreting, analysing and advising Occupation and Environmental Co-Advisers in the promulgation and development of Logistics Military Employment Structures and Occupational training.

#### **RESPONSIBILITIES**

The scope of responsibility of LBI SSO Training includes the analysis of Logistics Military Employment Structure (MES) and the training system to ensure the sustainment of operational and institutional Logistics personnel to meet Branch and CAF mandates. The focus of LBI SSO Training is to position the Logistics training system and related technologies for success in the future, particularly in support to future force development and transformational activities

Activities to meet these responsibilities include:

- a. Analysing Logistics institutional requirements;
- b. Developing Logistics IT&E path and plans;
- c. Supporting and overseeing the Occupational Analysis process for Logistics Occupations;
- d. Developing, in consultation with other relevant parties, Occupation Specifications and Occupation Specialty Specifications applicable to Logistics;
- e. Liaising with MILPERGEN and MPGTG in the development of IT/PD production requirements for those same Occupations;
- f. Developing and approving training standards for those same Occupations in line with the MES;
- g. Providing advice and guidance to Occupation and Environmental Co-Advisers on MES requirements as they pertain to Logistics;
- h. Supporting and overseeing training delivery at CFLTC for Logistics Occupations;
- i. Developing statements of training Capability Deficiencies for submission to LBA/LBI;

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- j. Coordinating and overseeing Logistics In-Service and Out-Service Military Training;
- k. Providing input to quality control activities such as Qualification Standard boards and validation schedules;
- l. Supervising and leading the LBI Training section; and
- m. Such other duties as may be assigned by LBA/LBI.

### **INTERRELATIONSHIPS**

#### **LBI SSO Training:**

- a. Reports to the LBA/LBI;
- b. Liaises closely with LBI SSO Production, Log Branch Co-Advisers, Log Branch CWO, CFLTC, VCDS, and CMP in the coordinated development of personnel training and education policies and plans;
- c. Consults and maintains liaison with the NDHQ Level 1 organizations in the implementation of departmental policies, plans and programs;
- d. Coordinates and participates in interdepartmental staff efforts with other government logistics agencies and departments; and
- e. Coordinates and participates in various national and international fora and working groups, by providing logistics representation in accordance with established departmental policy.

### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Advisory Council - Ex-officio;
- b. Individual Training and Education Committee – Adviser;
- c. Logistics Branch Occupations AMORs - Observer; and
- d. Others as assigned by LBA/LBI.

### **Logistics Branch Environmental Co-Adviser**

**Position Number:** Secondary duty by appointment  
**Rank:** Capt(N)/Col  
**MOC:** LOG ANY  
**Reports To:** LBI

#### **SUMMARY OF ACCOUNTABILITIES**

To assist the Logistics Branch Integrator in the steering and shaping the Branch at the strategic level through the provision of support and advice with respect to emerging ECS logistics issues of importance.

#### **RESPONSIBILITIES**

The Environmental Co-Adviser is responsible to:

- a. Represent issues and priorities of their respective Commander;
- b. Ensure that Branch horizontal, cross-functional and cross-Environmental perspectives are presented;
- c. Support the Branch Adviser in the decision-making process by contributing their professional and personal expertise;
- d. Advise the LBI on matters within the Environment;
- e. Submit Environmental issues for review by the LBEC and/or LBAC and decision by the LBI;
- f. Manage the Environmental Succession Plan inputs into the overall Branch Succession Management;
- g. Assist the other Exec Members in generating a posting plan based on Environmental succession planning considerations and contribute to the overall Branch succession plan;
- h. Participate and advise in the development of the MES (career path, progression model, etc);
- i. Provide advice on incremental and operational tasking within the Environment;
- j. Promote and participate in activities identified in the Logistics Branch Campaign Plan; and
- k. Conduct Logistics Branch briefings and presentations.

#### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Senate - Member
- b. Logistics Branch Executive Council - Member;
- c. Logistics Branch Advisory Council - Member;
- d. NCM Succession Board – Member; and
- e. Others as assigned by LBA/LBI.

### **Logistics Branch Environmental CPO1/CWO**

**Position Number:** Secondary duty by appointment  
**Rank:** CPO1/CWO  
**MOC:** LOG ANY  
**Reports To:** Environmental Co-Adviser

#### **SUMMARY OF ACCOUNTABILITIES**

To assist the Environmental Co-Adviser in the provision of support and advice with respect to emerging ECS issues of importance to the Logistics Branch.

#### **RESPONSIBILITIES**

The Environmental CPO1/CWO is responsible to:

- a. Represent NCM issues and priorities of their respective Commander;
- b. Ensure that Branch horizontal and cross-functional perspectives are presented;
- c. Support the LBI and Environmental Co-Adviser in the decision-making process by contributing their professional and personal expertise;
- d. Advise the Environmental Co-Adviser and Logistics Branch CWO on matters within the Environment;
- e. Provide assistance and advice to the Environmental Co-Adviser and Branch CWO in the development of the NCM Succession Plan;
- f. Submit Environmental issues for review by the LBEC and/or LBAC for decision by the LBA/LBI;
- g. Manage the NCM Environmental Succession Plan inputs into the overall Branch Succession Management;
- h. Participate and advise in the development of the MES (career path, progression model, etc);
- i. Provide advice on incremental and operational taskings within the Environment;
- j. Promote and participate in activities identified in the Logistics Branch Campaign Plan; and
- k. Any other duties as assigned by the Environmental Co-Adviser.

#### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Senate – Member;
- b. Logistics Branch Advisory Council - Member;
- c. Logistics Branch NCM Advisory Council - Member;
- d. Logistics Branch CWO Council – Member; and
- f. Others as assigned by LBA/LBI or Environmental Co-Adviser.

### **Joint/Corporate Co-Adviser**

**Position Number:** Secondary duty by appointment  
**Rank:** Capt(N)/Col  
**MOC:** LOG ANY  
**Reports To:** LBA/LBI

#### **SUMMARY OF ACCOUNTABILITIES**

To assist the Logistics Branch Integrator in the steering and shaping the Branch at the strategic level through the provision of support and advice with respect to emerging issues of importance to the Joint/Corporate community.

#### **RESPONSIBILITIES**

The Joint/Corporate Co-Adviser is responsible to:

- a. Represent issues and priorities of the Commanders from Joint/Corporate Organizations;
- b. Ensure that Branch horizontal and cross-functional perspectives are presented;
- c. Support the LBI in the decision-making process by contributing their professional and personal expertise;
- d. Advise the LBI on matters from Joint/Corporate Organizations;
- e. Submit Joint/Corporate issues for review by the LBEC and/or LBAC and decision by the Logistics Branch Adviser;
- f. Ensure that Branch horizontal and cross-Environmental perspectives are presented;
- g. Assist the other Exec Members in generating a Cdr/LCol posting plan based on Environmental succession planning considerations and contribute to the overall Branch succession plan;
- h. Participate and advise in the development of the MES (career path, progression model, etc);
- i. Provide advice on incremental and operational tasking within the Joint/Corporate community;
- j. Promote and participate in activities identified in the Logistics Branch Campaign Plan; and
- k. Conduct Logistics Branch briefings and presentations within the Joint/Corporate community.

#### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Senate – Member;
- b. Logistics Branch Executive Council - Member;
- c. Logistics Branch Advisory Council - Member; and
- d. Others as assigned by LBA/LBI.

### **Joint/Corporate CPO1/CWO**

**Position Number:** Secondary duty by appointment  
**Rank:** CPO1/CWO  
**MOC:** LOG ANY  
**Reports To:** Joint/Corporate Co-Adviser

#### **SUMMARY OF ACCOUNTABILITIES**

To assist the Joint/Corporate Co-Adviser and Logistics Branch CWO in the steering and shaping the Branch through the provision of support and advice with respect to emerging issues of importance to the Joint/Corporate community.

#### **RESPONSIBILITIES**

The Joint/Corporate CPO1/CWO is responsible to:

- a. Represent NCM issues and priorities of the Commanders from Joint/Corporate Organizations;
- b. Ensure that Branch horizontal and cross-functional perspectives are presented;
- c. Support the LBI and Joint/Corporate Co-Adviser in the decision-making process by contributing their professional and personal expertise;
- d. Advise the Joint/Corporate Co-Adviser and Logistics Branch CWO on matters within the Joint/Corporate Organizations;
- e. Provide assistance and advice to the Joint/Corporate Co-Adviser and Branch CWO in the development of the NCM Succession Plan;
- f. Submit Joint/Corporate issues for review by the LBEC and/or LBAC for decision by the LBA/LBI;
- g. Manage the NCM Joint/Corporate Succession Plan inputs into the overall Branch Succession Management Plan;
- h. Participate and advise in the development of the MES (career path, progression model, etc) for the Logistics Branch NCMs Occupations;
- i. Provide advice on incremental and operational taskings within the Joint/Corporate Organizations;
- j. Promote and participate in activities identified in the Logistics Branch Campaign Plan;
- k. Conduct Logistics Branch briefings and presentations within the Joint/Corporate community;
- l. Conduct Joint/Corporate Conferences/Seminars/Working Groups as approved by the Logistics Branch Adviser; and
- m. Any other duties as assigned by the Joint/Corporate Co-Adviser.

Appendix 9 to  
Annex C to  
Logistics Branch Governance Framework  
Dated 4 March 2016

### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Senate – Member;
- b. Logistics Branch Advisory Council - Member;
- c. Logistics Branch NCM Advisory Council – Member;
- d. Logistics Branch CWO Council – Member; and
- e. Others as assigned by Joint/Corporate Co-Adviser or Branch CWO.



### **Logistics Branch Occupation Co-Adviser**

**Position Number:** Secondary duty by appointment  
**Rank:** Capt(N)/Col or Cdr/LCol  
**MOC:** Log Officer Specialty corresponding to the NCM Occupation  
**Reports To:** LBA/LBI

#### **SUMMARY OF ACCOUNTABILITIES**

The Logistics Branch Occupation Co-Adviser provides advice and recommendations to the LBA/LBI on a wide variety of Occupation technical and functional issues such as AMOR, Occupation management, training, and lessons learned.

#### **RESPONSIBILITIES**

The Occupation Co-Adviser is responsible to:

- a. Advise the LBA/LBI on matters within the assigned NCM Occupation and corresponding Logistics Officer Specialties and Sub-specialties;
- b. Support the LBA/LBI in the decision-making process by contributing their professional and personal expertise;
- c. Represent Logistics issues and priorities with a Pan-CAF perspective through the lens of their assigned NCM Occupation and Officer Specialty;
- d. Submit Occupational (functional and technical) issues for review by the LBAC and decision by the LBA/LBI;
- e. Ensure that Branch horizontal and cross-functional perspectives are presented;
- f. Provide assistance and advice to Environmental Co-Advisers in the development of the succession plan;
- g. Participate and advise in the development of the MES (career path, progression model, etc);
- h. Promote and participate in activities identified in the Logistics Branch Campaign Plan;
- i. Chair the Occupation Senior Council; and
- j. Conduct briefings and presentations on Occupational issues.

#### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Advisory Council - Member; and
- b. Logistics Branch Occupation Senior Council - Chair.

### **Logistics Branch Occupation CPO1/CWO**

**Position Number:** Secondary duty by appointment  
**Rank:** CPO1/CWO  
**MOC:** Respective Occupation  
**Reports To:** Occupation Co-Adviser

#### **SUMMARY OF ACCOUNTABILITIES**

The Logistics Branch Occupation CPO1/CWO provides advice and assistance to the Occupation Co-Adviser on NCM Occupational technical and functional issues and concerns.

#### **RESPONSIBILITIES**

Logistics Branch Occupation CPO1/CWOs are responsible to:

- a. Advise the Occupation Co-Adviser on matters within the assigned Occupation;
- b. Support the LBA/LBI in the decision-making process by contributing their professional and personal expertise;
- c. Provide assistance and advice to the Environmental CPO1/CWO in the development of the NCM Succession Plan;
- d. Represent Logistics issues and priorities of their respective Level 1s;
- e. Submit Occupational (functional and technical) issues for review by the Advisory Council and decision by the LBA/LBI;
- f. Ensure that Branch horizontal and cross-functional perspectives are presented;
- g. Participate and advise in the development of the Occupation MES (career path, progression model, etc);
- h. Provide advice on NCM incremental and operational tasking within the assigned Occupation;
- i. Promote and participate in activities identified in the Logistics Branch Campaign Plan;
- j. Conduct briefings and presentations on Occupational issues;
- k. Participate in Occupational Conferences/Seminars/Working Groups;
- l. Participate as a member of the Occupation Senior Council; and
- m. Any other duties as assigned by the Occupation Co-Adviser.

#### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Advisory Council - Member;
- b. Logistics Branch NCM Advisory Council - Member;
- c. Logistics Branch Occupation Senior Council - Member;
- d. Logistics Branch CWO Council – Member; and
- e. Others as assigned by the LBA/LBI.

### **Logistics Branch Colonel Commandant**

**Position Number:** By appointment  
**Rank:** Honorary Colonel  
**MOC:** A Logisticians who retired at the rank of Capt(N)/Col or above  
**Reports To:** LBA/LBI

#### **SUMMARY OF ACCOUNTABILITIES**

The Logistics Branch Colonel Commandant (Col Cmdt) represents the interests of all Logistics Branch members. The Col Cmdt is respected throughout the Branch as the link between the current Branch members and the traditions of the past. He advises the Logistics Branch Adviser on issues including ceremonial, training, and employment.

#### **RESPONSIBILITIES**

The Col Cmdt is relied upon to:

- a. Foster esprit-de-corps throughout the Branch;
- b. Foster positive relationships between the Branch and other Pan-CAF sustain Branches through interaction with other Branch Col Cmdts;
- c. Advise the LBA/LBI on matters of significance to the Branch, and provide feedback from his visits to the field;
- d. Represent/accompany LBA/LBI at ceremonial events and visits to Logistics units of the Regular Force or Reserve Force;
- e. Participate in activities identified in the Branch Campaign Plan; and
- f. Conduct liaison visits and attend meetings of the Logistics Associations and their related regional chapters.

#### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Senior Council - Member; and
- b. Logistics Branch Senate - Member.

### **Commandant - Canadian Forces Logistics Training Centre**

**Position Number:** 42533  
**Rank:** Cdr/LCol  
**MOC:** LOG ANY  
**Reports To:** Comd MILPERSGEN Training Group

#### **SUMMARY OF ACCOUNTABILITIES**

The LBA/LBI is responsible for advising on Occupational and Training Management of Logisticians within the MES Framework. Therefore, the Cmdt CFLTC plays a key role as an adviser to the LBI on Logistics Training.

#### **RESPONSIBILITIES**

Cmdt CFLTC is responsible to:

- a. Provide advice to LBA/LBI, LBEC, LBAC and LBI staff on Logistics Training;
- b. Disseminate relevant information to members of the LBAC with respect to training;
- c. Assist LBA/LBI in development of viable training paths for Logisticians;
- d. Support the Branch by delivering DP1 through DP3 training;
- e. Support the MES process for Logistics Occupations in particular with respect to Occupational Development;
- f. Represent Branch training issues and priorities to appropriate audiences, as applicable;
- g. Assist in the preparation of Annual Military Occupation Reviews (AMORs);
- h. Foster esprit-de-corps throughout the Training Establishment with respect to the Logistics Branch; and
- i. Provide advice and support to Occupation Co-Advisers and Occupation CPO1/CWOs on Incremental Staff taskings within their assigned Occupations.

#### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Advisory Council – Member; and
- b. Other Committees or Working Groups as determined by the LBA/LBI.

## **Director Military Careers 6**

**Position Number:** 65182  
**Rank:** Cdr/LCol  
**MOC:** LOG ANY  
**Reports To:** D Mil C

### **SUMMARY OF ACCOUNTABILITIES**

The LBI is responsible for advising on Logistics NCM and Officer personnel management and career issues, therefore D Mil C 6 has a staff responsibility to the LBI to execute this task.

### **RESPONSIBILITIES**

D Mil C 6 is responsible to:

- a. Disseminate relevant information to members of the Branch;
- b. Prepare or assist in the preparation of Logistics Branch position papers on personnel matters;
- c. Support the MES process for Logistics Occupations (Occupational Analyses (OAs));
- d. Assist in the preparation of Military Employment Structure (MES) change proposals;
- e. Assist in the development of MES Implementation Plans;
- f. Assist in the preparation of Annual Military Occupation Reviews (AMORs);
- g. Provide support to the LBEC in developing the Cdr/LCol posting plan based on Logistics Branch Succession Planning considerations;
- h. Provide advice to annual Selection Boards;
- i. Advise on Post Graduate and out-service training programs;
- j. Advise on key appointment nominations, position sharing, posting requests and plans, promotion forecasting and professional development;
- k. Advise on selection of personnel considered for Occupational and Component Transfers; and
- l. Support the LBA/LBI and Environmental Co-Advisers in succession planning and implementation.

### **COMMITTEES AND WORKING GROUPS**

- a. Logistics Branch Executive Committee - Ex-Officio; and
- b. Logistics Branch Advisory Council – Ex-Officio.

## **Branch Councils and Committees**

To ensure Branch issues receive the appropriate level of oversight by Senior Leadership, the following Councils and Committees meet periodically. Mandates and membership of these councils are summarized in the table at Annex B and are detailed as appendices to this Annex.

Logistics Branch Senior Council. The *Logistics Branch Senior Council (LBSC)* is the senior advisory body within the Branch, providing a forum for periodic review of activities on emerging issues of strategic importance facing the Logistics Branch.

Logistics Branch Senate. The *Logistics Branch Senate (LBS)* provides the Logistics Branch Adviser a mechanism by which to communicate key issues and decisions senior Logisticians for information, execution and onward transmission as applicable, and to seek their input/feedback on issues/concerns of a strategic nature.

Logistics Branch Executive Committee. The *Logistics Branch Executive Committee (LBEC)* is the strategic governing body entrusted with steering and shaping the Branch at the strategic level through the provision of advice to the LBA/LBI. It is composed of the Environmental Co-Advisers, and the Joint/Corporate Co-Adviser.

Logistics Branch Advisory Committee. The *Logistics Branch Advisory Council (LBAC)*, comprised of all Co-Advisers as well as Occupation and Environmental CPO1/CWOs, provides the LBA/LBI with a venue to discuss emerging Occupational issues and receive support and advice with respect to issues of strategic importance to the Logistics Branch.

Logistics Branch NCM Advisory Council. The *Logistics Branch NCM Advisory Council (LBNCMAC)*, chaired by the Branch CWO, provides a mechanism by which to resolve emerging NCM cross-functional issues and challenges of a transactional nature. The LBNCMAC benefits from a broader NCM cadre and is comprised of Environmental and Occupation CPO1/CWOs, CFLTC CWO, and D Mil C 6 CWO/CPO1s. LBNCM AC is an advisory body to the LBAC.

Logistics Branch CPO1/CWO Council. The *Logistics Branch CPO1/CWO Council (LBCWOC)*, chaired by the Branch CWO, provides the LBA/LBI a means by which to communicate information on Branch activities and events, to advise on matters affecting/impacting the Branch, and to seek CPO1/CWO input related to cross-functional or Environmental issues and concerns.

Logistics Branch Occupation Senior Councils. *Logistics Branch Occupation Senior Councils (LBOSCs)* are established as forum whereby issues pertaining to the well-being and future of the respective NCM Occupation are discussed and action items are brought forward to the LBAC for resolution.

## **Logistics Branch Senior Council (LBSC)**

### **MANDATE**

The Logistics *Branch Senior Council* is the senior advisory body within the Logistics Branch, providing a forum for periodic review of emerging issues of strategic importance facing the Logistics Branch.

### **PRIMARY FOCUS AREAS**

- a. Strategic level issues facing the Branch; and
- b. Capt(N)/Col Succession Plan, including selection for positions equivalent to Formation Command.

**FREQUENCY:** Quarterly (or more often as required)

### **MEMBERSHIP**

- a. Senior Logistician (Chair);
- b. Logistics Branch GO/FOs;
- c. Colonel Commandant; and
- d. Logistics Branch Adviser.

### **EX-OFFICIO**

- a. Logistics Branch CWO; and
- b. Retired GO/FOs, CWO/CPO1s, and others as determined by chair.

## **Logistics Branch Senate (LBS)**

### **MANDATE**

To provide the Logistics Branch Adviser/Integrator a mechanism by which to communicate key issues and decisions to senior Logistics personnel for information, action, and dissemination as applicable. The LBS ensures that all Senior Logisticians are kept abreast of relevant information and are provided an opportunity to discuss strategic and other logistics issues.

### **PRIMARY FOCUS AREAS**

- a. The Logistics Branch Campaign Plan; and
- b. Other topics and current issues affecting the Logistics Branch.

**FREQUENCY:** Semi-annually

### **MEMBERSHIP**

- a. LBA/LBI (Chair);
- b. Logistics Branch GO/FOs and Capt(N)/Cols;
- c. Colonel Commandant;
- d. Environmental Co-Advisers and Environmental CPO1/CWOs;
- e. Joint/Corporate Co-Adviser and CPO1/CWO; and
- f. Logistics Branch CWO.

### **EX-OFFICIO**

- a. Retired GO/FOs or CWOs/CPO1s as determined by chair;
- b. CF Logistics Association Representative;
- c. LBI SSO Production;
- d. LBI SSO Training; and
- e. Logistics Branch Secretariat Staff Officer (Secretary).

### **DELIVERABLES**

- a. Record of Discussion;
- b. Issues Management and Action Matrix; and
- c. Dissemination of information to Branch members who are unable to attend.



## **Logistics Branch Executive Committee (LBEC)**

### **MANDATE**

To provide the Logistics Branch Adviser with support and advice with respect to emerging issues of strategic importance in the same domain as the Logistics Branch Advisory Council (LBAC). LBEC is the primary decision-making body within the Logistics Branch Governance Framework, and meets more frequently than the LBAC, providing increased responsiveness and ensuring timely strategic situational awareness.

### **PRIMARY FOCUS AREAS**

- a. Strategic-level issues of the Branch within the same domain as LBAC, but with particular focus on emergent and critical Environmental issues;
- b. Reconciliation of Succession Planning of LCol/Cdr and Maj/LCdr to satisfy Joint and Corporate positions;
- c. Review of proposed posting plot and de-confliction between Level 1 requirements and priorities;
- d. OUTCAN, Joint Command Staff College, Post-Grad, DP4, and SOLET selection and recommendations;
- e. Logistics Officer Occupation management;
- f. Logistics Officer training;
- g. CWO Succession Planning Board; and
- h. Assisting the LBA/LBI in the delivery of communication to the Branch.

**FREQUENCY:** Quarterly (or more often as required)

### **MEMBERSHIP**

- a. Logistics Branch Adviser (Chair);
- b. Environmental Co-Advisers;
- c. Joint/Corporate Co-Adviser; and
- d. Fin/HR Advisers (as required)

### **EX-OFFICIO**

- a. D Mil C 6;
- b. SSO Prod; and
- c. Others as required.

## **Logistics Branch Advisory Council (LBAC)**

### **MANDATE**

To provide the Logistics Branch Adviser with support and advice with respect to issues of strategic importance such as: AMOR, Occupation management, training, doctrine, lessons learned, development of Logistics Branch policies, and the overall effective management of the Branch.

### **PRIMARY FOCUS AREAS**

- a. Provide a forum in which the LBA/LBI can meet with the Environmental, Joint/Corporate, and Occupation Co-Advisers and Occupation CPO1/CWOs to discuss Branch issues and broader CAF issues affecting the Branch;
- b. Assist the LBA/LBI in the development and implementation of the Branch Campaign Plan;
- c. Assist the LBA/LBI in the development and provision of strategic direction to the Branch; and
- d. Provide support and advice to the LBA/LBI as it relates to his/her responsibilities to the collective management of the Branch.

**FREQUENCY:** Three times per year.

### **MEMBERSHIP**

- a. LBA/LBI (Chair);
- b. Environmental Co-Advisers and CPO1/CWOs;
- c. Joint/Corporate Co-Adviser;
- d. Occupation Co-Advisers and CPO1/CWOs;
- e. Cmdt CFLTC;
- f. CFLTC CWO; and
- g. D Mil C 6.

### **EX-OFFICIO**

- a. LBI Production;
- b. LBI Training;
- c. Others as required by LBA/LBI; and
- d. Logistics Branch Secretariat Staff Officer (Secretary).

### **Logistics Branch NCM Advisory Council (LBNCMAC)**

#### **MANDATE**

To assist the Logistics Branch Adviser in resolving emerging NCM cross-functional issues and challenges of a transactional nature.

#### **PRIMARY FOCUS AREAS**

The LBNCMAC provides a venue to assist the Logistics Branch Adviser with the resolution and coordination of emerging NCM multi-faceted transactional issues and/or complex issues that require horizontal and/or specific MOSID examination. The LBNCMAC benefits from a broad cadre of NCMs from a wide range of backgrounds.

**FREQUENCY:** Up to quarterly but not less than semi-annually.

#### **MEMBERSHIP**

- a. Logistics Branch CWO (Chair);
- b. Environmental and Joint Corporate CPO1/CWOs;
- c. Occupation CPO1/CWOs;
- d. CFLTC CWO;
- e. D Mil C 6 CWOs; and
- f. Others as required by Logistics Branch CWO.

#### **EX-OFFICIO**

- a. LBI SSO Training Representative; and
- b. Logistics Branch Secretariat Representative (Secretary).

### **Logistics Branch CPO1/CWO Council (LBCWOC)**

#### **MANDATE**

To provide the Logistics Branch Adviser a means by which to communicate information on Branch activities and events, to advise on matters affecting/impacting the Branch, and to seek their input related to cross-functional or Environmental issues and concerns.

#### **PRIMARY FOCUS AREAS**

The Logistics Branch Campaign Plan.

**FREQUENCY:** Biannually

#### **MEMBERSHIP**

- a. Logistics Branch CWO (Chair); and
- b. All Logistics Branch CPO1/CWOs.

#### **EX-OFFICIO**

- a. LBI Production representative;
- b. LBI Training representative; and
- c. Logistics Branch Secretariat Chief Clerk (Secretary).

#### **DELIVERABLES TO LOGISTICS BRANCH ADVISORY COUNCIL**

- a. Record of Discussion;
- b. Issues Management and Action Matrix; and
- c. Dissemination of information to Branch members who are unable to attend.

## **Logistics Branch Occupation Senior Council (LBOSC)**

### **MANDATE**

To assist the LBA/LBI in the review the health of their respective NCM Occupation and to provide advice and recommendations regarding training requirements from a technical and functional perspective. Each LBOSC reports to the LBAC through their Occupation CPO1/CWO.

### **PRIMARY FOCUS AREAS**

- a. Health of the Occupation through the examination of demographics, production requirements, medical employment limitations, TOS conversions, COT/OT/VOT, retention, attrition and factors, and any other relevant production requirements;
- b. Identification of the technical training requirements;
- c. Defining Occupation career path and progression model; and
- d. Provide support and advice to the Occupation Adviser as it relates to his/her responsibilities to the collective management of the Occupation.

**FREQUENCY:** At least annually, but up to quarterly when required to deal with specific issues as approved by LBA/LBI (ie - MES review and changes when an OA is being conducted)

### **MEMBERSHIP**

- a. Occupation Co-Adviser of the respective Occupation (Chair);
- b. Occupation CPO1/CWO;
- c. D Mil C 6 Occupation Career Manager
- d. All CWO/CPO1s of the respective Occupation; and
- e. Others as required.

### **DELIVERABLES TO LOGISTICS BRANCH ADVISORY COUNCIL**

- a. Record of Discussion;
- b. Issues Management and Action Matrix; and
- c. Dissemination of information to Branch members who are unable to attend.