

**CADET FORCE ACT**

**CHAPTER 14:02**

**Act**  
**28 of 1963**  
Amended by  
7 of 1979

**Current Authorised Pages**

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UNOFFICIAL VERSION

*L.R.O.*

UPDATED TO 31ST DECEMBER 2016

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**Note on Subsidiary Legislation**

Section 10 of the Law Revision (Miscellaneous Amendment) (No. 1) Act 1979 (No. 45 of 1979) provides that notwithstanding the repeal of the Cadet Force Medal Regulations 1960 (GN 70/1960) any medal or clasp granted under those Regulations shall continue to be as valid and effective, and may be worn and used by the persons entitled to do so under those Regulations in all respects as if those Regulations were still in force.

**CHAPTER 14:02**

**CADET FORCE ACT**

ARRANGEMENT OF SECTIONS

**SECTION**

1. Short title.
2. Interpretation.
3. Establishment of Cadet Force, appointment of Commandant.
4. Salaries, etc., of Cadet Force.
5. Grant of Commissions in the Cadet Force.
6. Commissioned Officers of Cadet Force to hold same status as Commissioned Officers of the Trinidad and Tobago Defence Force.
7. Regulations.
8. Transitional provisions.

**SCHEDULE.**

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**CHAPTER 14:02**

**CADET FORCE ACT**

28 of 1963. **An Act to make provision for the constitution, organisation, training and discipline of a Cadet Force.**

Commencement. [18<sup>TH</sup> JULY 1963]

Short title. **1.** This Act may be cited as the Cadet Force Act.

Interpretation. **2.** In this Act—

“cadet” means a non-commissioned officer or cadet enrolled in the Cadet Force;

“Cadet Force” means the Trinidad and Tobago Cadet Force established under section 3(1);

“Commandant” means the person appointed by the President under section 3(2);

Ch. 14:01. “Defence Force” means the Trinidad and Tobago Defence Force established by section 5 of the Defence Act;

“Minister” means the Minister to whom responsibility for defence is assigned;

“officer” means a member of the Cadet Force granted a commission by the President under section 5 and carrying rank and precedence within the Cadet Force;

“unit” includes any headquarters or a battalion or ship or aircraft or other body of the Cadet Force established under section 3 and declared by the Minister to be a unit.

Establishment of Cadet Force, appointment of Commandant.

**3.** (1) There is hereby established a Cadet Training Force to be known as the Trinidad and Tobago Cadet Force consisting of such units as the President may from time to time think fit to be formed, and styled by such designations as the President shall declare by notice published in the *Gazette*.

(2) The Cadet Force shall be under the command of a Commandant appointed by the President.

**4.** The Commandant, the staff and members of the Cadet Force shall receive such salaries and allowances as may be provided by Parliament.

Salaries, etc., of Cadet Force.

**5.** (1) The President may grant—

- (a) commissions conferring such ranks upon officers of the Cadet Force; and
- (b) honorary commissions, whether subject to conditions or not, to any person,

Grant of Commissions in the Cadet Force. [7 of 1969].

as he may think fit and every such grant shall be published in the *Gazette*.

(2) Every commission granted under subsection (1)(a) shall be issued in the form set out in the Schedule.

Schedule.

(3) A person upon whom is conferred an honorary rank under subsection (1)(b) is not entitled to any pay, allowance, retired pay, pension, gratuity or other benefits.

(4) No officer may be promoted without the approval of the President.

**6.** Commissioned Officers of the Cadet Force shall have and enjoy the same status as Commissioned Officers of the Defence Force, but an officer of the Cadet Force shall rank after an officer of the same rank in the Defence Force.

Commissioned Officers of Cadet Force to hold same status as Commissioned Officers of the Trinidad and Tobago Defence Force.

**7.** (1) The Minister may make Regulations for the better carrying out of this Act.

Regulations.

(2) Regulations made under this section may, without prejudice to the generality of the provisions of subsection (1), provide—

- (a) for the discipline and training of members of the Cadet Force;
- (b) for the enlistment, rank, precedence, appointment, promotion and command *inter se* of members of the Cadet Force other than officers;

- (c) for the uniforms, insignia and badges to be worn by members of the Cadet Force; and
- (d) for the constitution, organisation and strength of the Cadet Force.

Transitional provisions.

**8.** (1) The Trinidad Cadet Force (in this section referred to as “the former Corps”) authorised by the Governor of the former Colony of Trinidad and Tobago shall for all purposes be deemed to be the Cadet Force established under section 3.

(2) Notwithstanding section 3(2), the person who immediately before the commencement of this Act held the office of Commanding Officer of the former Corps shall be deemed to have been validly appointed to the office of Commandant of the Cadet Force.

(3) All persons who immediately before the commencement of this Act held commissions in the former Corps shall be deemed to have been validly commissioned in the Cadet Force established under section 3 in the rank they held in the former Corps immediately before the commencement of this Act.

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**SCHEDULE**

[Section 5(2)].

**FORM OF PRESIDENT'S COMMISSION**

To .....Greetings:

Reposing especial Trust and Confidence in your Loyalty, courage and good conduct; I do by these presents constitute and appoint you to be an Officer in the Trinidad and Tobago Cadet Force from the ..... day of ....., 20.....

You are therefore carefully and diligently to discharge your duty as such in the rank of ..... or in such higher rank as you may from time to time hereafter be promoted or appointed to, of which a notification will be made in the *Gazette*, and you are at all times to exercise and well Discipline in Arms such Officers and members of the Trinidad and Tobago Cadet Force serving under you and use your best endeavour to keep them in good Order and Discipline. And I do hereby command them to obey you as their Superior Officer, and you to observe and follow such Orders and Directions as from time to time you shall receive from me, or any other, your Superior Officer, in pursuance of the Trust hereby reposed in you.

Given at .....Trinidad and Tobago, this

.....day of ..... 20 .....

.....  
*President and Commander-in-Chief,  
Trinidad and Tobago*

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**SUBSIDIARY LEGISLATION**

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**CADET FORCE REGULATIONS**

ARRANGEMENT OF REGULATIONS

**REGULATION**

1. Citation.
2. Interpretation.
3. Term of office of Commandant.
4. Standing Orders.
5. Establishment of Committee.
6. Composition of Committee.
7. Term of office of Committee.
8. Meetings of Committee.
9. Report of Committee.
10. Secretary to the Committee.
11. Headquarters Unit.
12. Qualifications for grant of Commission.
13. Army Proficiency Test.
14. Under Officer.
15. Recommendation for commission.
16. Duties of Officers.
17. Eligibility for commission as Captain or Major.
18. Letter of warning.
19. Punishment of officer.
20. Dismissal of officer.
21. Appeals to Minister.
22. Resignation of officer.
23. Retirement of officer.
24. Appointment of Adult Warrant Officers.
25. Enrolment in Cadet Force.
26. Cadet to make Cadet Promise.

UNOFFICIAL VERSION

UPDATED TO 31ST DECEMBER 2016



**REGULATION**

27. Resignation of Cadet.
28. Where Cadet ceases to be a pupil.
29. Discharge Certificate.
30. Grounds for discharging Cadet.
31. Cadet year to coincide with school terms.
32. Prohibition of confidential matters relating to Cadet Force.

**SCHEDULE.**

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[Subsidiary]

46/1965,  
[114/1965,  
136/1976].

## CADET FORCE REGULATIONS

*made under section 7*

Citation.                   **1.** These Regulations may be cited as the Cadet Force Regulations.

Interpretation.           **2.** (1) In these Regulations—  
“Committee” means the Cadet Force Advisory Committee established by regulation 5;  
“Schools” includes colleges;  
“Standing Orders” means the orders referred to in regulation 4;  
“Under Officer” means a person appointed by the Commandant as such for the purpose of being trained for appointment as a Commissioned Officer;

Schedule.                   “Unit” means part of the establishment of the Cadet Force more particularly described in Part I of the Schedule.

(2) Where in these Regulations reference is made to the Commandant acting on the advice of another person or authority the references shall be construed as requiring the Commandant to act in accordance with such advice, and where reference is made to the Commandant acting after consultation with some other person or authority or where the Commandant is required to consult with another person or authority such reference and such case shall be construed as permitting the Commandant to act in his discretion after considering any recommendations of such person or authority.

Term of office of Commandant.           **3.** The appointment of the Commandant shall be for a period of three years and may be renewed from time to time.

Standing Orders.                   **4.** Subject to these Regulations, the Commandant may issue Standing Orders concerning the organisation, training and administration including discipline of the Cadet Force.

Establishment of Committee.           **5.** There shall be a Committee for the purpose of advising—  
(a) the Minister on matters of policy relating to the Cadet Force; and

- (b) the Commandant on such matters as are mentioned in these Regulations or as are referred to it by the Minister or by the Commandant,

and in particular the Committee may—

- (i) make recommendations with respect to appointment to and, subject to regulation 19(4), withdrawals of Commissions and to promotions; and
- (ii) advise on the establishment of new units and the regulation of the strength of established units.

**6.** (1) The Committee shall consist of the following number of members appointed by the Minister: Composition of Committee.

- (a) one member representative of the Ministry of National Security;
- (b) one member from among the members of the Public Service Commission;
- (c) six members of whom at least four shall be Principals or Managers of the schools to which units are attached,

and the Commandant of the Trinidad and Tobago Cadet Force shall be *ex officio* a member.

(2) The Minister shall appoint from among the members of the Committee a Chairman and a Vice-Chairman.

**7.** The term of office of the Committee shall be three years, except that the Chairman shall vacate his office at the end of a period of three years from his appointment as Chairman. Term of office of Committee.

**8.** (1) The Committee shall hold quarterly meetings in each year and may adjourn such meetings from time to time but the Committee may hold more frequent meetings at such times as it thinks fit for the purpose of dealing with any of the matters referred to in regulation 5. Meetings of Committee.

(2) A quorum of the Committee shall be five members and at any meeting thereof, in the absence of the Chairman and Vice-Chairman a member shall be elected *ad hoc* Chairman.

Report of Committee.

**9.** The Committee shall make an annual report on their proceedings to the Minister.

Secretary to the Committee.

**10.** The Adjutant shall be the Secretary to the Committee and shall under the supervision of the Chairman prepare agenda, record minutes and deal with any other matters of a secretarial nature, and shall have no vote in the Committee.

Headquarters Unit.

**11.** (1) The establishment of the Cadet Force shall consist of a Headquarters Unit and such number of “A”, “B” and “C” type units as the President may determine.

Schedule.

(2) The strength of the above-mentioned types of units shall be in accordance with formulae respectively given in Part I of the Schedule.

Qualifications for grant of Commission.

**12.** A person is eligible for the grant of a commission as an officer in the Cadet Force only if he is—

- (a) a citizen of Trinidad and Tobago, or a person entitled to be registered as such under the provisions of the Constitution;
- (b) above the age of 18 years;
- (c) the holder of a School Certificate or a certificate of an equivalent or higher standard in which he has gained credits in English and at least two other subjects; and
- (d) recommended by two citizens of Trinidad and Tobago.

Army Proficiency Test.

**13.** (1) Unless exempt from the requirements of this provision on the ground of possessing such previous military experience as may be prescribed an officer shall undergo a course of basic training for the “Army Proficiency Test” and attempt such proficiency test.

(2) An officer is ineligible for promotion and is liable to be called upon to resign his commission upon failure to pass the relevant proficiency test within such time as may be prescribed by Standing Orders.

**14.** (1) Subject to regulation 12, a person may be appointed an Under Officer by the Commandant acting on the advice of the Committee. Under Officer.

(2) An Under Officer shall undergo and complete successfully a course of basic training within a year of his appointment as such.

(3) An Under Officer who is not commissioned as an officer within such period after the completion of his basic training as may be prescribed by the Standing Orders, is liable to be called upon to resign his appointment by the Commandant, acting on the advice of the Committee.

**15.** Before making any recommendation for the commissioning of a person as an officer in any of the posts mentioned in Part II of the Schedule, the Commandant shall submit the names and records of all officers, if any, who are eligible for promotion thereto to the Committee, and shall consult thereon with the Committee. Recommendation for commission.  
Schedule.

**16.** (1) Subject, in the case of Area Commanders, to this regulation, Officers and Under Officers shall perform such duties as the Commandant may from time to time determine as well as such duties as are prescribed by the Standing Orders. Duties of Officers.

(2) An Area Commander is responsible for the administration and training of all Units in his area, in conjunction with the Headquarters staff.

(3) An Area Commander shall hold regular monthly meetings with the officers and such other adult staff members of Units in his area as he considers appropriate with a view to informing such persons of all decisions taken at Headquarters as well as for the purpose of discussing all problems occurring in the administration of the Units.

(4) Minutes of such meetings shall be kept and three copies thereof forwarded to the Adjutant who shall in turn forward a copy to the Commandant and the Deputy Commandant.

(5) An Area Commander shall visit each Unit in his area at least once every term for the purpose of checking all records and ensuring that training is being carried out in accordance with the Unit Training Programme, a copy of which shall be forwarded to him at the beginning of each term.

(6) Area Commanders shall be attached to and form part of the Headquarters group.

Eligibility for  
commission as  
Captain or  
Major.

**17.** (1) Except in such cases as the President thinks fit—

- (a) a Lieutenant is ineligible for commission as a Captain, until the completion of four years service as Lieutenant; and
- (b) a Captain is ineligible for commission as a Major until the completion of seven years service as Captain,

but nothing in this regulation shall prevent the appointment of an officer to a post of a higher rank in an acting capacity.

(2) In the absence of special reasons to the contrary, the Commandant shall recommend for promotion to Lieutenant, a 2nd Lieutenant, who having passed the Proficiency Test, has completed two years of service as an Under Officer or 2nd Lieutenant or in both such capacities.

(3) The Commandant may, acting after consultation with the Committee, appoint an officer to a post of a higher rank in an acting capacity.

Letter of  
warning.

**18.** (1) An Officer or Under Officer is guilty of an offence and liable to be issued a letter of warning if he—

- (a) is found lacking in his dress on Parade;
- (b) is regularly absent from parade without permission;

- (c) disobeys the orders of his superiors;
- (d) is guilty of conduct prejudicial to the best interest of the Cadet Force,

and in the case of a second or subsequent offence be brought before the Unit Commander.

(2) Where an Officer or Under Officer is issued a letter of warning under paragraph (1) a copy of such letter shall be sent to the Commandant for his information and shall be included by him in the record of such officer.

**19.** (1) An Officer or Under Officer who is guilty of such conduct as is mentioned in regulation 18(1)(d) or who commits a breach of regulation 32 or of the Standing Orders other than an offence mentioned in regulation 18(1)(a), (b) and (c) is guilty of an offence and may be dealt with by his Unit Commander, or subject to this regulation, by the Commandant. Punishment of officer.

(2) The Unit Commander may, either in the case of an Officer or Under Officer brought before him under Regulation 18(1) or in any other case where an officer is guilty of an offence—

- (a) reprimand the Officer or Under Officer; or
- (b) commit the matter to be dealt with by the Commandant.

(3) The Commandant may in any matter so committed to be dealt with by him or coming before him—

- (a) reprimand the Officer or Under Officer concerned; or
- (b) commit the matter to be dealt with by the Committee which may recommend—
  - (i) that the officer be called upon to resign; or
  - (ii) that the officer's commission be withdrawn; or
- (c) after consultation with the Committee call upon the Under Officer to resign, or revoke the appointment of the Under Officer.

(4) In any disciplinary matter referred to it by the Minister or the Commandant, the Committee may make investigation and advise accordingly.

Dismissal of officer.

**20.** Where an officer is, under these Regulations, required to be called upon to resign the Minister may so call upon him.

Appeals to Minister.

**21.** An appeal shall lie to the Minister from any recommendation of the Commandant on advice by the Committee involving the withdrawal of an officer's commission, the resignation of an officer or Under Officer, the revocation of an Under Officer's appointment or the dismissal of an Adult Warrant Officer.

Resignation of officer.

**22.** (1) An officer desiring to resign his commission shall submit a letter of resignation giving his reasons to the Commandant who shall forward the same to the Minister, save that for the purposes of any disciplinary matter under these Regulations such officer shall not be regarded as having resigned his commission until formal communication of its acceptance has been made to him.

(2) An Under Officer or Adult Warrant Officer desiring to resign his appointment as such shall tender a letter of resignation giving his reasons to the Commandant and the proviso to paragraph (1) shall apply in every such case.

Retirement of officer.

**23.** (1) An officer may, on attaining the age of 55 years, retire from the Cadet Force.

(2) An officer below the rank of Major shall, on attaining the age of 60 years, retire from the Cadet Force.

Appointment of Adult Warrant Officers.

**24.** When appointments of Adult Warrant Officers are being made, preference shall be given to persons who have been members of the Trinidad and Tobago Defence Force or of the Cadet Force. Adult Warrant Officers shall perform such duties as the Commandant may from time to time determine as well as such duties as are prescribed by the Standing Orders.



**25.** (1) Any pupil of a school for which a Unit has been established may apply to be enrolled in the Cadet Force. Enrolment in Cadet Force.

- (2) Such a pupil shall become a cadet if—
- (a) a Unit has been established for the school which he is attending;
  - (b) he is not less than twelve years and not more than nineteen years old; and
  - (c) he has the permission of his parent or guardian to become a cadet and is recommended as such by the Principal or Headmaster (or by the delegate of such Principal or Headmaster) of the school to which he belongs.

(3) Notwithstanding paragraph (2) a pupil above the age of sixteen years may become a cadet only if he is specially approved by the Unit Commander and a cadet who has attained the age of nineteen years may remain a cadet only until the expiration of the year of his nineteenth birthday.

**26.** Every cadet shall make the Cadet Promise in the terms given in Part III of the Schedule. Cadet to make Cadet Promise. Schedule.

**27.** (1) A non-commissioned officer or cadet may resign from the Cadet Force at any time by handing in his uniform and notifying the Unit Commander of his resignation. Resignation of Cadet.

(2) The Unit Commander shall notify the Adjutant of such resignation in duplicate and shall at the same time supply such information as is required on such forms as are prescribed.

(3) The Adjutant shall file copies of such forms in the personal record of the cadet and publish in the next Orders notice of the resignation.

(4) In this regulation and in regulation 29 a reference to forms to be prescribed means the forms prescribed by the Standing Orders.

Where Cadet ceases to be a pupil.

**28.** Where a cadet is about to cease to be such a pupil as is mentioned in regulation 25(1), he shall notify his Unit Commander and shall hand in all uniforms issued him and shall thereupon cease to belong to the Cadet Force and the provisions of regulation 27(2) and (3) shall apply as if the cadet has resigned.

Discharge Certificate.

**29.** Every cadet resigning from or ceasing to belong to the Cadet Force shall on application be given a Discharge Certificate on the prescribed form by his Unit Commander on which shall be plainly set forth his character while serving in the Cadet Force as assessed by his Unit Commander, and the Certificate shall be countersigned by the Commandant.

Grounds for discharging Cadet.

**30.** A cadet may be discharged by order of the Commandant if he is reported on—

- (a) for non-attendance or unpunctuality at the ordered parades;
- (b) for slackness and inattention when on parades; and
- (c) for insubordination or conduct prejudicial to the best interest of the Cadet Force.

Cadet year to coincide with school terms.

**31.** The Cadet year shall be divided into three terms so as to coincide with the scholastic terms of the schools.

Prohibition of confidential matters relating to Cadet Force.

**32.** (1) No communications pertinent to confidential matters relating to the Cadet Force shall be given for publication without the permission of the Commandant, Second-in-Command or Adjutant.

(2) The Adjutant shall submit to the Minister, a list of all appointments and promotions in orders for publication.

(3) The Welfare Officer shall be responsible for all publications of a general nature concerning the Cadet Force and which may be of interest to the parents of cadets or to the public.

**SCHEDULE**

**PART I**

Regulation 11.

**ESTABLISHMENT OF CADET FORCE**

“A” Type Unit (Company Strength):—  
Unit (Coy) Commander—Major or Captain.  
Unit (Coy) Second-in-Command—(2i/c)—Captain.  
Cadet/Company Sergeant Major (C.S.M.)—C/WO. Class II.  
Cadet/Company Quartermaster Sergeant (C.Q.M.S.).

No. 1 Platoon                      No. 2 Platoon                      No. 3 Platoon  
(as for No. 2 Platoon)      Platoon H.Q.                      (as for No. 2 Platoon)

Platoon Commander—Lieutenant or Under Officer  
Platoon Second-in-Command (2i/c) Adult Warrant Officer  
(A/WO) Class II

No. 1 Section                      No. 2 Section                      No. 3 Section  
(as for No. 2 Section)      Section Commander (as for No. 2 Section)

Cadet Sergeant (for Nos. 1 and 3 Sections Cadet Corporal)  
Second-in-Command Section-Cadet L/Corporal 8 Cadets.  
Total 5 officers, 3 A.W.O’s., 92 Cadets.

“B” Type Unit (2 Platoon Strength) shall consist of:—

**UNIT HEADQUARTERS**

Unit Commander—Captain.  
Cadet/Unit Sergeant Major (U.S.M.), C/WO Class III.

No. 1 Platoon                      No. 2 Platoon  
Platoon Establishment same as “A” Class Unit Platoon  
Total 3 officers, 2 A.W.O’s., 61 Cadets.

“C” Type Unit (1 Platoon Strength) shall consist of:—

**UNIT HEADQUARTERS**

Unit Commander—Lieutenant  
Platoon Second-in-Command—Adult Warrant Officer  
(A.W.O.).

Platoon Establishment same as “A” Class Unit Platoon  
Total 1 officer, 1 A.W.O., 30 Cadets.

Regulation 15.

**PART II**

**LIST OF RANKS OF OFFICERS REQUIRED TO BE  
SUBMITTED TO THE COMMITTEE FOR PROMOTION**

Second-in-Command	...	...	Rank	...	Major
Area Commander	...	...	"	...	Major or Captain
Training Officer	...	...	"	...	Major or Captain
Adjutant	...	...	"	...	Captain
Quartermaster	...	...	"	...	Captain
Supernumerary Officer	...	...	"	...	Captain or Lieutenant
Welfare and Sports Officer	...	...	"	...	Captain or Lieutenant
"A" Class Unit Commander	...	...	"	...	Major or Captain
"B" Class Unit Commander	...	...	"	...	Captain

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Regulation 26.

**PART III**

**CADET PROMISE**

"I, Cadet ....., promise to honour God and my Country and to do my best to serve them loyally and honourably at all times through the ..... (Unit) of Trinidad and Tobago Cadet Force to which I now belong".