



RBAF GUIDE ON WELL-BEING

INFORMATION ON WELFARE FOR THE WELL-
BEING OF RBAF PERSONNEL AND THEIR
FAMILIES

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RBAF GUIDE ON WELL-BEING



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*To those involved in the creation of this book,
Be it directly or indirectly,
Without the sheer effort, determination and commitment
From each and everyone involved,
This book would cease to exist.
May your contributions and hard work be returned in kind by
Allah Subhanahu Wata'ala,
And may it bring benevolence to all members
of the Royal Brunei Armed Forces*

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And all personnel involved in making this project a success

السَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللَّهِ وَبَرَكَاتُهُ

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

Alhamdulillah Rabbil 'Alamin, Wassalatu Wassalamu 'Ala Ashrafil Anbiyai wal Mursalin, Sayidina Muhammadin, Wa'ala Alihi Wasahbihi Waman Tabi'ahu Bi'ihساني Ila Yau Middin.

As an organisation that protects the nation's sovereignty, the Royal Brunei Armed Forces (RBAF) needs to ensure comprehensive harmony. This includes protecting its personnel from external threats as well as causes of internal issues faced by RBAF personnel.

The RBAF Guide on Well-Being is one of the efforts to tackle social and welfare issues that exist in the RBAF, through increased surveillance and also heightened knowledge on welfare management in the RBAF. This handbook is hoped to be easy to comprehend, with enough information to guide further referencing.

Through this handbook's publishing, it is hoped that RBAF personnel will have the fundamental knowledge of the RBAF to look after the welfare of their loved ones and themselves. Concurrently, this book is also hoped to be able to expose and inform of the services provided in the RBAF, as well as the livelihoods of personnel in the RBAF.

May all readers be able to benefit from this handbook and in turn be more enthusiastic to familiarise themselves with RBAF as an organisation that not only takes care of the nation's welfare, but also the welfare of the personnel serving the organisation.



**MAJOR GENERAL PENGIRAN DATO PADUKA SERI AMINAN
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COMMANDER OF THE ROYAL BRUNEI ARMED FORCES

Foreword

This handbook is the result of experiences throughout the existence of the RBAF and the outcome of certain issues pertaining to the welfare of RBAF personnel, such as social issues. This includes studies done recently whereby social issues within the RBAF were results of specific aspects of the individuals' environment; this includes the individuals themselves, their working environment, their marital and familial conditions, as well as external influences.

This handbook contains the summarised findings of prior studies done, with added information vital to every individual serving the RBAF and also their families. By increasing the level of surveillance and also through supplication of RBAF's fundamental values as an organisation, it is hoped that each member of the personnel and their families will be provided with a more informed outlook on the livelihoods of RBAF personnel. It is to be noted that the catalyst of correct action, is correct information.

Thus, the book will touch on three issues, namely those of disciplinary care, welfare services and social issues, within the RBAF. A soldier and their family must first recognise the importance of discipline in applying the values that are essential in order to a soldier to succeed in their mission. In order to maintain the military's role as a national security guard, the welfare and social status of its members must be maintained not only as a reward but as an important aspect in fostering the well-being of RBAF members.

Through this handbook, the hope of the publications team is for every RBAF leader to be able to carry out the responsibilities of managing the welfare of their members wisely and in line with the goals of the RBAF as a strong and effective organisation. This book is just the starting point for RBAF members to learn about welfare disciplines and social issues. Leaders need to practice the "Look, Listen, Learn" method in caring for the well-being of their members.

Finally, it is with hope that readers will benefit from the information in this book that is expected to help safeguard the peace and security of RBAF's families.



**BRIGADIER GENERAL DATO SERI PAHLAWAN
AWANG KHAIRUL HAMED BIN AWANG HAJI LAMPOH**

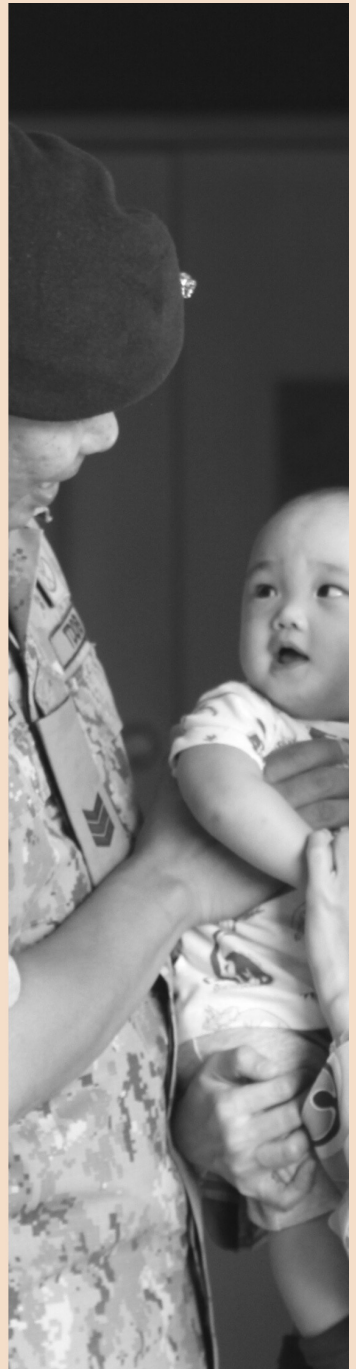
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Commander of the royal brunei land force

PRESERVING MILITARY IDENTITY

“Mengambil berat perkara disiplin bererti menjaga sebahagian dari kebajikan anggota ABDB. Mereka tidak diragukan lagi adalah aset utama ABDB. Oleh itu, tahap moral setiap anggota perlu dijaga, jangan ia merosot. Jika tahap moral itu rendah, maka padahnya boleh menjejaskan sumbangan anggota terhadap organisasi pertahanan.”

- Titah of His Majesty the Sultan and Yang Di-Pertuan of Negara Brunei Darussalam on the Occasion of His Majesty's Working Visit to Royal Brunei Armed Forces on Thursday, 26 Muharram 1441 / 26 September 2019



Using This Book

Objective of this Book

The purpose of this book is to provide a brief overview, to RBAF members and their families, of the services available at RBAF and some of the welfare facilities that are privileges for its members.

Through understanding the contents of this book, it is hoped that readers will be able to envision an accurate picture of welfare matters in the RBAF as well as the services are available to them.

Let this guide serve as the first point of reference for further familiarization with the RBAF, as well as a reminder to RBAF personnel that this organisation cares deeply about the welfare of their families.

Contents of this section include:

Importance of Well-being	3
Maintaining Life Balance	4
Upholding Discipline	5
Building Life in the RBAF	7
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Although this book is intended to be a helpful guide for members and their families, the information contained in this book is for introductory purposes only. More comprehensive and detailed information about the processes are available in other reference sources such as fixed penalties manuals, and procedures in the RBAF units.

The parties concerned with the topics in this book are responsible for providing accurate and complete information to the members who need it. Although this book is intended to be a helpful guide for members and their families, the information contained in this book is for introductory purposes only. More comprehensive and detailed information about the processes are available in other reference sources such as fixed penalties manuals, and procedures in the RBAF units.

Care for Well-Being



*Maintaining
national peace
includes nurturing
household harmony.*

Importance of Well-Being

As a member of the RBAF, one should always be in a position to enable it to operate at an optimal level. This is very much dependent on personal maintenance along with personal welfare, and in this case members of the RBAF and their families need to be aware of the welfare system in the organisation.

"... Kerana mata mu mempunyai hak ke atas mu, badan mu mempunyai hak mu, isteri mu mempunyai hak mu, dan rakan mu mempunyai hak mu."

- Hadith Nabi Muhammad S.A.W., Riwayat An-Nasa'i 23:1

For families it is also important for them to be aware of the welfare services and basic assistance provided by the RBAF. As a pillar of national sovereignty, the RBAF recognises the importance of maintaining the well-being of the household and family harmony.

It is important for every RBAF member to find balance between work and family. One's responsibility is not limited to his job alone but also includes responsibilities to the family, nation and religion.

Therefore, each member must manage their time effectively and carefully to balance their responsibilities.

Care for Well-Being

Maintaining Work-Life Balance

The RBAF recognises that managing time and work life balance is a virtue that needs to be managed efficiently. If not handled wisely, it can cause family problems and put the burdens on the RBAF. In this case the leader's role of task manager at the unit level is vital.



ISSUES DUE TO IMBALANCE

HOW IMBALANCE IN DIVISION OF WORK IMPACTS THE WELL-BEING OF THE HOUSEHOLD



The core values of RBAF and moral ethics are the foundation of every member of the RBAF, and breaking it is a grave error in the military as it affects the integrity of the RBAF.

Therefore, to ensure that each member of the military will maintain the discipline and identity of a soldier with regards to social issues, it must be addressed in a group effort as an organisation.

Upholding Discipline

Military Discipline



Military discipline is, in principle, an essential part of military personnels' ability to follow the command of the superiors, further instilled in the heart to uphold the **RBAF Core Values** and maintain its military standing and conduct, for the benefit of the troops and organisation.

The RBAF's Core Values are an essential guide to the behaviour of a member of the military in order to create a uniform, precise and efficient organisation for mission success.



One needs to demonstrate **Loyalty** in obeying orders, **Taqwa** in determining the truth, **Courage** to uphold justice, as well as being **Professional** while carrying out their duties. The RBAF Core Values Book is a guide for members to research these values in more detail.

Upholding Discipline

Dealing With Disciplinary Issues

Each RBAF member is not exempted from the need to maintain their discipline wherever they are. A disciplinary misconduct is a grave error and will be dealt with severely.



“Seluruh warga tentera hendaklah memperkukuhkan semangat cintakan institusi, sambil menjaga imej dan nama baik Angkatan Bersenjata Diraja Brunei.”

- Titah His Majesty the Sultan and Yang Di-Pertuan Brunei Darussalam during the celebration of 54th RBAF Anniversary

Discipline is very much dependent on the individual and will only be fueled by a strong personality, and effective work ethic. In this respect disciplinary care is very much related to the well-being of the individual. Without harmony in life discipline is difficult to cultivate.

The importance of this depends on the compatibility of the military member with their families in carrying on as an RBAF family

Building Life in the RBAF

Entering the RBAF Family



Before cultivating the desire to enlist into the military, the individual and their family should be aware of the need to change their lifestyles and be willing to undergo the process. Each military member of the RBAF should be ready to serve at any time and to ensure that their mental, physical, emotional and spiritual states are in compliance to legitimate orders from their superiors and ruler.

Efficient delegation of tasks is integral in ensuring familial balance in family units that have military members. This includes work-life and filial duties.



Career Management

What is Career Management?

Career management in the RBAF involves various aspects. These aspects need to be given attention; responsibility of the leader, administrator and the individual themselves. Career development will entail these specific areas:

- Role management
- Rank promotion
- Competency requirement, such as mandatory courses
- Work performance

Eligibility for career progression lies with the individual; its management lies with leaders and the unit administration

Further information and requirements may be referenced through respective unit's **clerks** and leaders as career managers of each personnel

BASICS OF CAREER MANAGEMENT

Below is a checklist covering basic career management of RBAF personnel



Work Performance

Work performance is assessed through Annual Confidential Report generated by the unit leaders.



Postings Management

Establishment posts reflect the responsibility of each personnel and managed by leaders and administrative units.



Mandatory and Competency Courses

Promotions and some posts require several mandatory and competency courses to be passed.



Length of Service

Personnel need to reach the required length of service or zone before being eligible for career development.



Rank Promotion

A personnel is eligible for rank promotion after the above requirements are met.

References

**RBAF CAREER DEVELOPMENT SYSTEM
RBAF MANNING & RECORD**

Further information can be referred to Leaders & Unit Clerks

Career Management

Developing Competency

In ensuring that RBAF personnel can carry out their mission effectively, their competency must be developed to be in line with their roles and responsibilities.



Training builds mental, physical and spiritual capacities towards a military that is robust and ready to serve

Training Institute RBAF and **Defence Academy RBAF** are focal centres for the training done within the RBAF. These units are involved in the planning, designing and the provision of training that includes basic military knowledge (amongst others):

- Discipline
- Military capability
- Leadership
- RBAF Core Values
- RBAF Acts



Training provided are based on formal documents, which ensure that courses are carried out effectively and safely as per **RBAF Training Safety Regulation**.

Career Management

In-Service Learning



Basic training, mandatory as well as foundation courses are key aspects in ensuring highly leveled capable military personnel.

As with other welfare aspects, course participation is another venue for career advancement as well as providing moral encouragement for those serving in the military.

With that, there are a few elements that need to be attended to in the selection of course candidates:

- Satisfactory health and fitness levels
- Good work performance
- Adequate service zone
- Support from Head of Department
- Career planning

Course management is handled by the **administrative units** available in respective existing units, which will then be linked to the service unit **Training Cells** and the **Training Office** in the RBAF and the Ministry of Defence. In this respect, leaders as well as clerks in each unit hold essential roles in ensuring that this process is efficient.

RBAF WELFARE

WELFARE SERVICES AVAILABLE TO RBAF
PERSONNEL AND THEIR FAMILIES

Care for personnel welfare is
an important aspect in
preserving the well-being of
families



Welfare Care

Using this Section

This section will divulge in the services provided by the RBAF to ensure maintenance of welfare. For further information regarding these services, please contact your respective units or the mentioned units in each sections.

Even if RBAF is not a strictly welfare organisation, it retains the responsibility of ensuring the welfare of its personnel are taken care of

Section contents:

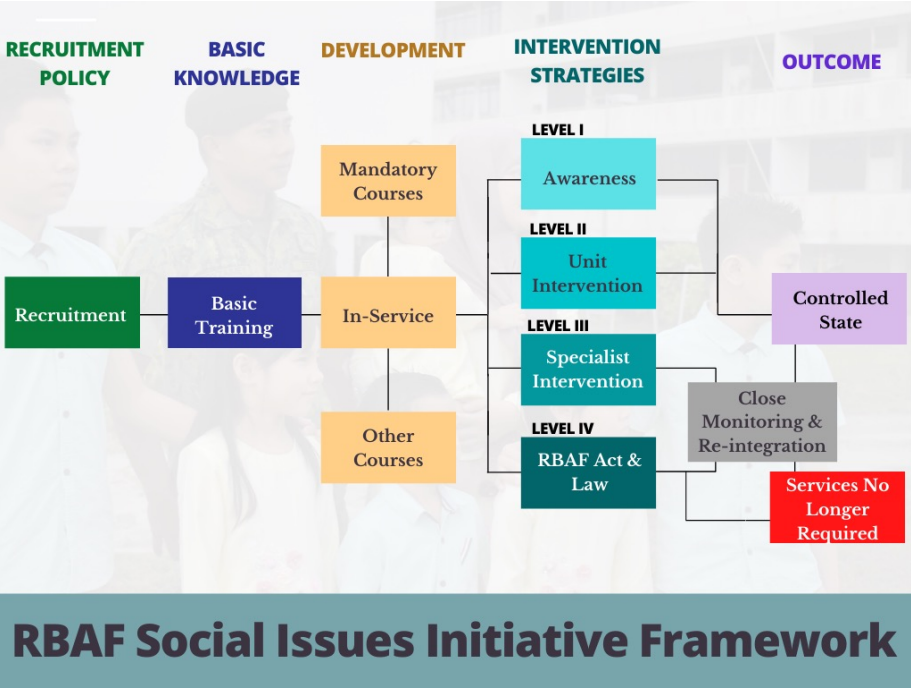
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Welfare Care

Welfare Management Initiatives Framework

Welfare in the RBAF is defined as social guarantees that are available for RBAF personnel in the form of privileges and well-being in order to ensure maximum operational effectiveness.

In the RBAF, efforts to look after the welfare of the personnel include several initiatives that take place throughout the duration of their service:



This framework provides a clearer indication of the management process, instillation of discipline as well as the welfare at each phase of one's service in the RBAF.

The main objective of this framework is to ensure that each member is able to reach a Controlled State which indicates that one is stable albeit facing personal issues.

RBAF INITIATIVES IN ADDRESSING PERSONNEL ISSUES

EACH PERSONNEL HAS ISSUES THAT CAN BE
ADDRESSED ACCORDING TO THE LEVEL OF IMPACT

CONTROLLED ISSUES

Personal issues that have little, if any, impact on operational effectiveness.

How to Address: Increase awareness on laws, procedures and latest orders as well as advice on welfare matters.

MINOR ISSUES

Personal issues which may slightly affect operational effectiveness.

How to Address: Address issue through Chain of Command and processes available in unit, ie. using Head of Department and Head of Unit.

MAJOR ISSUES

Personal issues which have significant impact on operational effectiveness.

How to Address: Require specialist assistance. Parent unit plays a role in assisting personnel through the process of intervention. Personnel may need to undergo re-integration back into the unit.

INVOLVEMENT IN CASE

Involved in social and disciplinary cases.

How to Address: Charge under RBAF Act 149, Syariah Law or Civil Law. Personnel will need to undergo re-integration back into the unit.

However, as an organisation that values discipline, a major violation may cause personnel to have their service terminated (Service No Longer Required). This will be avoided at all costs if possible.

Starting from basic military training, instilling basic knowledge that contains RBAF legislation as well as discipline will ensure that all members are aware of what constitutes acceptable behaviour.

While in service, capacitive training will be provided through mandatory or elective courses alongside building experience and practicing discipline.

Each member will face issues in their own lives. However, it is vital that these issues be contained as best as possible. Nonetheless, the RBAF provides services that may ease these issues. Information on these services can be found through respective units.

Role of Unit Commanders

*Every personnel
and their
families can
voice their
concerns and
seek assistance
from the
leadership*



Respecting the Chain of Command

In every RBAF unit the chain of command comprising of officers and non-commissioned officers form the welfare structure of the unit. The role of every leader in that structure differs but synchronized towards the same processes and objectives. As such each personnel and their families can trust that every issue raised will be taken care of by the unit chain of command.

It must be noted that every personnel recognise the importance of the chain of command in their respective units as the life line of a military organization. Without this chain, the administrative management and operations will not run effectively and will invite confusion.

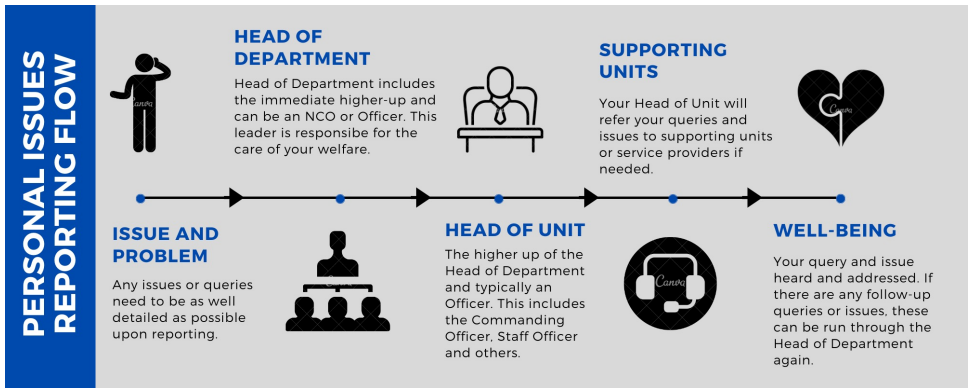


Role of Unit Commanders

Reporting Personal Issues

Every unit has its own organization but remains consistent in terms of command and control. The leadership acts as the first point of reference as well as in relaying any issues faced. Amongst the key personnel that must be known to every personnel and their families are:

- Immediate officer in the unit or department (**Head of Department**)
- Highest ranking officer in the unit (**Head of Unit**)
- Administration officer or unit adjutant
- Senior NCO or immediate Sergeant Major
- Immediate higher up or in-charge



“Setiap kamu adalah pemimpin dan kamu semua bertanggungjawab terhadap orang di bawah jagaanmu.”

- Hadith Riwayat al-Bukhari dan Muslim

Housing

Housing Facilities for Personnel



Among the welfare facilities provided by the RBAF is housing to personnel who require it. There are various types of housing, suitable for personnel and their family members to occupy throughout the duration of their service.

Further information on types of housing and facilities provided can be referenced from the housing office of each camp and garrison. Basic information on these offices can be found at the end of this handbook.

Each personnel member is eligible for in-service housing

Housing for Unmarried Personnel

Those who have just completed their training or those in cadet training will usually be placed in the Singles Barracks or the Mess allocated in each camp or any other allocated residence until they obtain their own housing or once they've married. These facilities are according to military standards and are meant to instill a sense of camaraderie amongst colleagues. It is then the responsibility of the RBAF housing office to ensure that unmarried RBAF members are able to have shelter as well as ease their journey to and fro the workplace.

Housing

RBAF Familial Housing

The RBAF provides government housing under the jurisdiction of the Ministry of Defence for family units of RBAF personnel. The housing provided is in accordance to the needs of a familial unit and also corresponding to the personnel's pay scale and rank.

Familial housing units are available at selected areas namely:

- Berakas Camp
- Muara Camp
- Tanah Jambu Camp
- Tutong Camp
- Penanjong Garrison
- Lumut Camp
- Temburong Camp



Familial Housing Outside of Camp

The Ministry of Defence is allocated government housing both inside and outside of military camp bases. The choice is dependent on the needs of the military unit as well as if there are additional requirements for familial housing.

For more detailed information, attached in the Annex section of this handbook are application procedures as well as other necessary information on RBAF and Ministry of Defence housing, inclusive of categories and rules.

Health Services

Fit for Duty

RBAF personnel and their dependents (wife and children) are entitled to healthcare services provided by respective MRS units in the RBAF. All MRS units are open 24 hours a day.

The services provide include:

- Health screening
- Dental check-up
- Consultation for acute or chronic health problems
- Ambulance and Emergency
- Pharmacy
- Referral for specialist review
- Basic procedures such as suturing, taking blood samples, and injections
- Injury rehabilitation



Immediate Families - husband, wife, and children, are entitled to health and dental services provided by the RBAF

Supporting The National Health Goal

Medical and Dental services are provided in accordance with the Ministry of Health to ensure that standards nationally are maintained.

Personnel of the RBAF, would be referred to specialists at RIPAS Hospital through MRS as their respective units.

Prescribed Medication

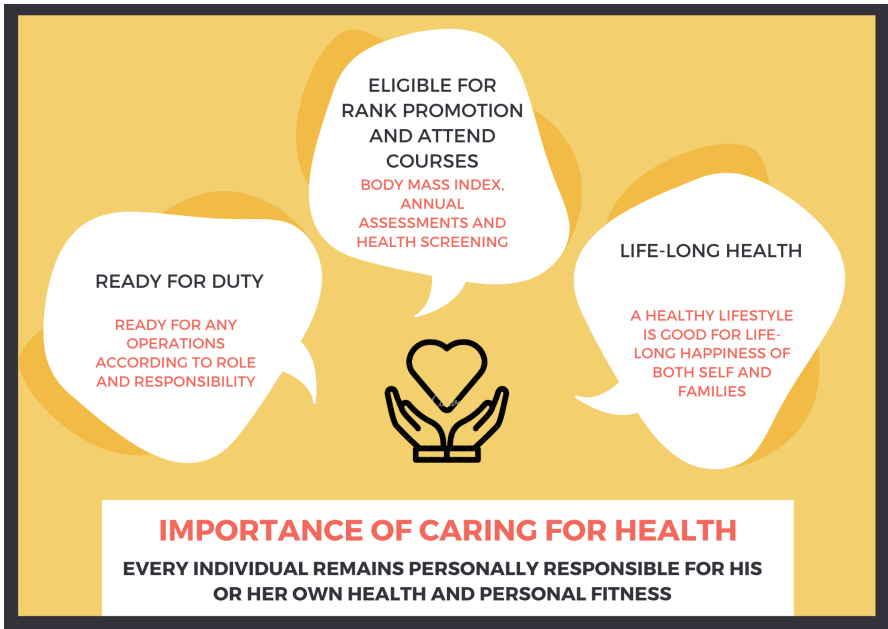
All medication prescribed by any government or private clinics as well as any alternative medicine or supplements should be reported to respective MRS units for documentation in the personnel's health records.

Health Services

Medical Board & Rehabilitation

The condition of the individual is assessed and they would be placed on the medical board. The medical board aids recovery and rehabilitation through restricted duties and light physical activities for a specified duration.

Rehabilitation is offered for RBAF personnel who have musculoskeletal injuries. They would be referred to specialists at RIPAS or for physiotherapy at the Performance Optimization Centre.



Useful Contact Numbers

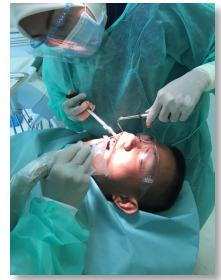
Several contact numbers of various medical service providers are available at the Annex section of this handbook

Dental Services

Dental Hygiene for Personnel & Families

RBAF members and their immediate families (children until the age of 18 unless full time students) are entitled to receive dental services under the RBAF.

The types of treatments available include:



- Annual dental check
- Emergency dental treatment
- General dental treatments
- Dental X-Ray
- Referral to Orthodontists and Periodontists.
- Dental surgery (pulling out wisdom tooth and roots)



Dental hygiene procedure
and advice on care for
teeth and gums



Children's
Dental
treatment



Dentures, Metal Frame,
Crown and Bridgework

Dental Services

Getting Dental Healthcare

Military personnel are required to seek dental healthcare from the nearest Dental Health Clinic responsible for their unit.

Sick Parade duration for all dental centres are 0730-0830 morning.

Each military personnel is required to undergo an annual teeth check up.

To make adjustments to any given appointment, one should contact their dental centre as soon as possible.



Dental Emergencies Outside of Working Hours

Please contact **Berakas MRS at 2311777** which will assign the Duty-On-Call dental officer.

Only emergency cases will be entertained.



Useful Contact Numbers

The contact numbers of the Dental Health Centres in the camps and garrisons are available in the Annex section of this handbook.

RBAF Personal Financial Planning

RBAF acknowledges the importance of effective financial planning in the welfare of the personnel. In their respective units, financial advisory services are available for consultancy on personnel pay and allowance.

In each unit, the **Pay Office** is the administrator for the management of financial services. Within the unit lies the Pay Officer and staff members to aid the administration of pay and allowance.

However, it is each personnel's personal responsibility to ensure that their finances are under control. A key aspect is **loan management**; loans should be avoided if possible and should only be for necessities and not for leisure or luxuries.



Financial Management Formula

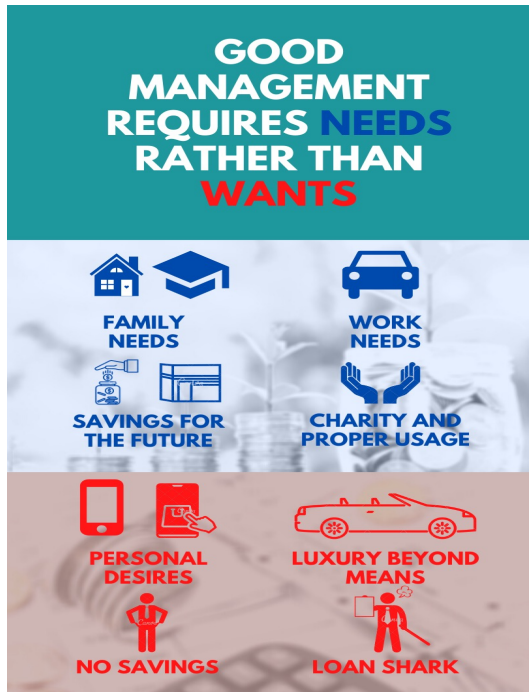


References: www.ambd.gov.bn

The RBAF will constantly provide initiatives as well as guidance on financial planning and management through coordination with financial institutes and corporations.

“Dan mereka yang apabila membelanjakan harta, mereka tidak berlebihan dan tidak juga bakhil kedekut dan sebaliknya perbelanjaan mereka itu adalah sederhana di antara kedua-duanya.”

- Surah Al-Furqan, Ayat 67



Financial Management is Key to Personnel Welfare

Welfare Assistance

The RBAF has created a Welfare Fund which is a collective fund that enables assistance to be given to those in need, such as with the passing of family members and other incidents that may require the use of the funds. Each unit is also equipped with their own welfare funds, correlating to their own policies and procedures. Every member of the RBAF is required to be under insurance which can be claimed should there be injury. The policies governing this insurance can be referred through the Pay Office.

Spiritual Guidance



Firm religious beliefs is a pillar of strength within the RBAF

"Demi masa! Sesungguhnya manusia itu dalam kerugian, kecuali orang-orang yang beriman dan beramal soleh, dan mereka pula berpesan-pesan dengan kebenaran serta berpesan-pesan dengan sabar."

- Surah Al-'Asr

An organisation such as the RBAF stress upon the importance of religion in aiding national harmony. In the RBAF, the RBAF Religious Department (JAMA'AT) provides religious advice and guidance to personnel and their family members.

There are surau in each unit equipped with an imam that may be utilized as a point of reference for any religious inquiries. They can be made as the first point of consultation for any religious matters.



Spiritual Guidance

As the focal Islamic preservation unit in the RBAF, JAMA'AT is also responsible for religious education in each unit. It is then hoped that leaders in every stage will aid the goal of Islamic preservation in their respective units and fields.

Other services also provided by the JAMA'AT include:

- Islamic conversion
- Islamic burial preparation
- Family counseling
- Al-Quran classes
- General Islamic guidance
- Amil services

Concurrently, RBAF acknowledges the importance of Maqasid Syariah as a concept of welfare maintenance for its personnel. As an Islamic organization, RBAF hopes that through instilling Maqasid Syariah, the organization's as well as the personnels' well being can be maintained.

For members who are not of the Islamic faith, any religious or spiritual needs should be taken into consideration by their respective administrative units.

TOWARDS A DZIKIR NATION

INSTILLING MAQASID SYARIAH

RBAF recognizes the importance of Maqasid Syariah as a guide in personnel welfare. Members are required to know and understand RBAF's initiatives in ensuring this concept is practiced

PRESERVATION OF FAITH



Caring for Islamic regulations as well as regulations pertaining to other beliefs.

PRESERVATION OF LIFE



Caring for the safety of the nation and ensuring safety whilst on duty.

PRESERVATION OF MIND



Instilling education and maintenance of personnel well-being.

PRESERVATION OF LINEAGE



Ensuring recruitment planning and the care of personnels' families.

PRESERVATION OF WEALTH



Ensuring financial welfare and providing assistance in financial management.

Advised by RBAF Religious Department

In-Camp Facilities

Providing Convenience to Families

For the convenience of RBAF personnel and their families, various facilities are available in every camp.

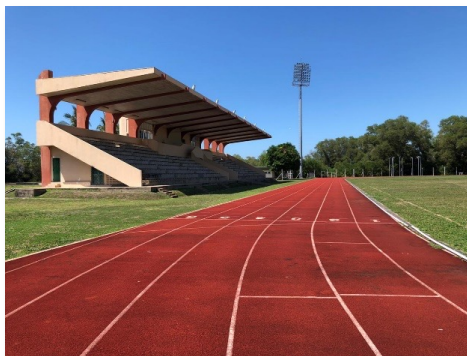


Primary School & Religious Education

RBAF personnel may send their children to primary schools and religious schools available in certain camps which include:

- Berakas Camp
- Muara Naval Base
- Penanjong Garrison
- Tutong Camp

Part of the RBAF camps also provide transport services for the children of these RBAF personnel. Any queries can be directed to respective units.



Sports Facilities

Each camp is equipped with sports facilities such as gym, mini stadium and multi-purpose halls. These facilities are under the administration of each unit through PTI.

In-Camp Facilities



KOWIRA

All camps and garrisons are equipped with KOWIRA branches. Among the services provided are:

- Mini mart
- Insurance aid service
- Cafe and catering services
- Installment payments options

For further information, please proceed to the nearest KOWIRA branch.

Facilities in the camp are for the convenience of all RBAF members and their families

Library

Ministry of Defence Libraries are available in certain camps, namely:

- Bolkiah Garrison
- Penanjong Garrison
- DA RBAF

The Ministry of Defence website at www.mindef.gov.bn hold more information on these services.



Military Legal Services



Judge Advocate Generals

The RBAF places great emphasis and importance in its military personnel displaying acts of discipline and absolute obedience to the Law. Military personnel are expected to adhere and obey both the National and Military Laws.

Services Provided

Judge Advocate General's Office (JAG) plays a crucial role in providing guidance and legal advices in relations to discipline, administration, operation, training and policy to all RBAF leaders and command holders as to allow them to make just and rational decisions and actions based on the Principles of Justice and due process in accordance with RBAF and National Laws.

In terms of policy-making, JAG provides legal advice to ensure that the existing, as well as future policies created by RBAF, are consistent with RBAF and National Laws while upholding the concept of Natural Justice.

In addition, JAG also conducts legal courses and provides Legal talks and briefings on Military and RBAF Laws as part of mandatory courses.

JAG adheres to the importance of providing access to Justice for all RBAF personnel regardless of rank. To achieve this, JAG provides legal advice to all military personnel, who are directly or indirectly, involved with law-related matters or legal cases both inside or outside of the RBAF.

Military Legal Services

Cases / Issues in RBAF (General Advisory)



- Issues on personnel's rights (when faced with charges)
- Any form of injustices (in terms of process or leadership) at workplace.
- Sexual harassment at workplace.
- Issues on discrimination at workplace.
- Personal problems relating to other military personnel.
- Management of land ownership or the purchase of a house.
- Issues regarding bank loans and others.

Civil Cases (Civil)



- Road and traffic
- Debts
- Court summons
- Civil lawsuits
- Bankruptcy
- Personal injuries from accidents, process of claims and others

Civil Cases (Criminal)

- Assault
- Theft
- Arrest by the RBPF, bail bond and others

Syariah Cases



Apart from the JAG, the JAMA'AT unit can provide counseling and assistance on matters below:

- Muslim family matters
- Advice on laws relating to Muslim families
- Advice on Syariah cases

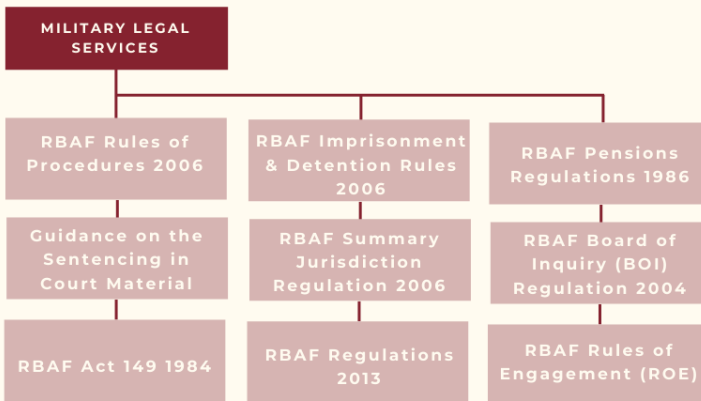
Military Legal Services

References for Legislation

The sources of law that JAG refers to in providing legal advices are: Laws of Brunei Darussalam including the RBAF Act, Chapter 149, International Laws and RBAF Policies. These sources are closely linked and support one another to provide the standards of discipline required in the RBAF.

RBAF ACTS AND LEGISLATION

LIST OF REFERENCES TO UNDERSTAND
MILITARY LEGAL SERVICES



Any issues related to legal matters involving RBAF personnel can be inquired through the contact number 2386919 for legal advice during working hours

Military Legal Services



Legal advices that are given will be on general court and legal processes, rights of the accused under the law and options that the personnel can take, not on the case management itself

Sources for the International Laws used by RBAF are referenced from the Geneva Convention I-IV 1949 and Additional Protocols 1977, United Nation Convention Law of the Sea 1982 and others.

The RBAF Policies regarding discipline of its personnel are as follows:

- His Majesty General Orders on Containing and Combating Misuse of Drugs
- His Majesty General Orders on Pregnancy before *Nikah* (Marriage)
- RBAF Standing Orders and others

RBAF Operational Laws are referenced from the RBAF Rules of Engagement and other relevant National Laws.

RBAF PRIHATIN Centre



*Penjagaan Rapi
Ihsanat Anggota
Tentera Iltizam
Negara*

Well-Being of the Family

The RBAF PRIHATIN Centre specialises in providing basic and professional counselling to ensure the well-being of RBAF personnel and their families.

The services provided by the centre is as shown in the next page.

RBAF PRIHATIN Centre

Helpline
2386143

Email
pusatprihatin@mindef.gov.bn

**Every
Monday - Friday
Working Hours**



The objective of the RBAF PRIHATIN Centre is to provide comprehensive professional support based on the needs of the individual, their families, and the unit. This, in return, will maximize the operational potential of RBAF personnel. It also plays the role of providing the necessary support for personnel and their families using principles of psychology to achieve optimum development.

RBAF PRIHATIN CENTRE



INDIVIDUAL & FAMILY COUNSELLING

Assist individuals and families to overcome personal or psychological challenges.

MARITAL COUNSELLING

Offer professional guidance and advice on marital issues.



RELIGIOUS ADVICE & GUIDANCE

Offer guidance and advice in all matters related to religion.

FINANCIAL ADVICE

Offer advice on all matters related to finance.



ISLAMIC FAMILY LAW ADVICE

Offer professional guidance and advice on marital issues from the Islamic Syariah perspective.



LEGAL ADVICE

Offer advice and assistance on legal matters.



All services and information are treated with confidentiality for the privacy of the individual and their families except where safety is of concern for the personnel, para-counsellors or the organization. The parent unit of the personnel will only be informed of the case being reported.

Personnel welfare is not limited to the individual well-being only but also entails support for their families as much as possible

Aside from offering counselling and guidance services, the centre also manages other matters such as managing courses and rehabilitation programs which consist of, but not limited to, drug rehabilitation program, continuous para-counselling, motivational talks to RBAF personnel as well as joint efforts with external agencies

Useful Contact Numbers

A number of contact details for the RBAF Well-Being cells across the different units in the organisation can be found in the Annex section of this book.

Communication Support

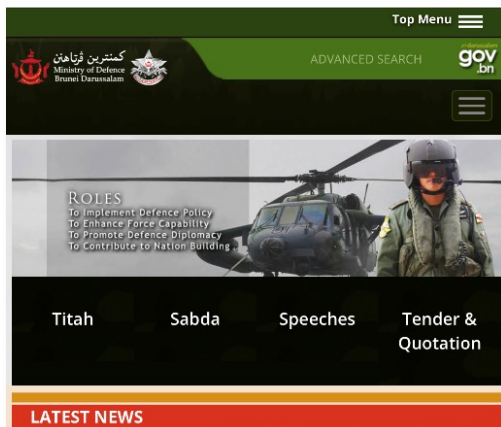
Giving a Voice to the Unheard

To ensure that the well-being of every RBAF personnel is taken care of, RBAF has a number of platforms in place for them and their families to address their welfare issues.

MINDEF Website

RBAF personnel can visit www.mindef.gov.bn to keep up-to-date to the latest news and events occurring in the Ministry of Defence and RBAF.

*Effective
management
requires effective
communication*

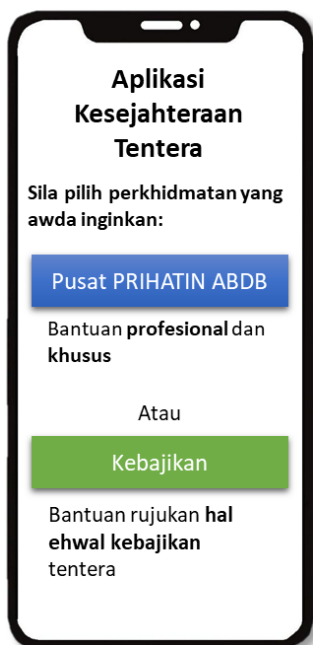


Military Welfare Application

The Military Welfare App serves as the primary initiative for RBAF personnel to convey any inquiries on matters regarding welfare services via the RBAF PRIHATIN Centre. This app also serves as an alternative method for them to communicate regarding their welfare issues. However, the leader and administration section of the units retain their function as the immediate primary source of information.

The application can be used by any RBAF personnel and requires registration for log in. Further information can be obtained from the administration unit and RBAF PRIHATIN Centre.

A copy of the Inquiry Form is also available on the MINDEF website located under the 'Contact Us' tab.



Communication Support

Services Offered through the Application

RBAF PRIHATIN Centre

Professional assistance and reference:

- Individual and Family Counselling
- Marriage Counselling
- Islamic Law Family Counselling
- Religious Advice and Referencing
- Financial Advice
- Civil Justice Advice

Welfare Services

Issues relating to military welfare:

- Housing
- Mess
- Barracks
- Work Equipment
- In-Camp Facilities
- Leadership
- Holiday / Leave
- Career Development

Useful Contact Numbers

A number of contact details for services in the RBAF can be found in the Annex section of this book.

Appreciating Personnel & Families



No motivation is more effective than appreciation of one's contributions

Recognising Achievements

Every RBAF personnel who displays outstanding service and performance is given the opportunity to be recognised and awarded with appreciation and medals.

These medals are managed by their respective administrative units and are approved by the department and unit leader. This support is based on several factor including, but not limited to:

- Excellent work performance
- Sufficient years of service
- Performed Special/Great service to his or her country

Appreciation of Families

Family plays a vital role in a personnel's wellbeing. As such, RBAF also acknowledges and appreciate the family of its personnel including Special needs children, appreciation to special/talented children and providing aid to families that are in need.

Information on the family of each personnel is kept by the administrative unit in their respective units and needs to be kept updated on a consistent basis.



Appreciating Personnel & Families



Entering a New Life

Towards the end of one's services, a military personnel can expect to retire from his or her military profession and carry on their life as a civilian. This transition is an aspect that needs to be taken care of to ensure that the move becomes as smooth as possible and that the new lifestyle reflects the amount of contribution given by the personnel.

During the transition phase, there are a few matters that must be done and informed earlier:

- Pre-transition and Transition course
- Replacement of Identity Cards
- The return of any Individual Equipment
- Handover of duties

The change in lifestyle is another step towards the future of an RBAF personnel. Administrative units and department leaders are expected to provide advise and their full support in ensuring the smoothness of the transition when dealing with the Directorate of Personnel through the Records Department/Unit.

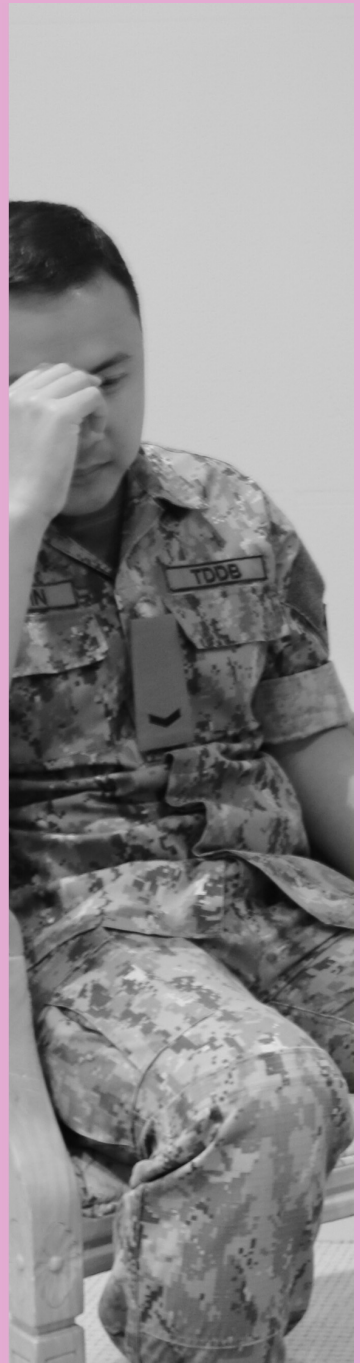
SOCIAL ISSUES AND CONDITIONS

SUMMARY OF STUDY INTO SOCIAL ISSUES
AMONGST PERSONNEL IN THE RBAF AND
MINISTRY OF DEFENCE 2019-2020

*“Allah tidak membebani seseorang melainkan
apa yang terdaya olehnya.”*

- Surah Al Baqarah, Ayat 286

Understanding the social
issues faced by an
organisation is the first step
towards addressing them
effectively



Understanding Social Issues

Getting to Know Social Issues

The previous sections touched briefly on the welfare services available within the RBAF. This section will provide an explanation on social issues and how it affects military organisations such as the RBAF.

As will be mentioned later, there are a myriad of factors that can be affect the mentality and emotions of an individual. With negative effects, it can cause a person to be involved in social cases and break the law.

Contents of this section are as follows:

RBAF Social Ecological Model	41
Meaning of Social Issues in the RBAF	43
Causes and Effects of Social Issues	44
Factors of Social Issues in the RBAF	45

"Apatah lagi jika di dalam sesebuah negara itu sedang bersarang gejala sosial terutama sekali gejala jenayah maka tidak syak lagi ia akan menjadi ancaman kepada keselamatan, keamanan dan bahkan nyawa."

- Titah delivered by His Majesty the Sultan and Yang Di-Pertuan Brunei Darussalam for Hari Raya Aidilfitri 1435 Hijriah / 2014 Masihi

Understanding Social Issues

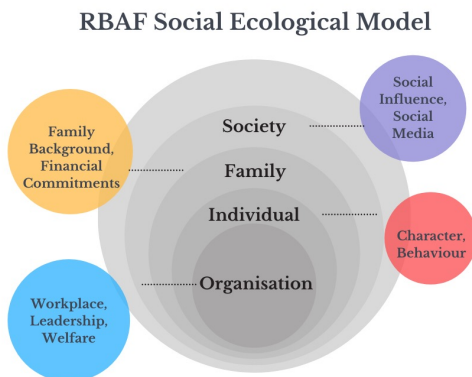
RBAF Social Ecological Model

In addition to issues at work and in relation to welfare, one can experience other problems and situations within different environments depending on the aspect of one's life.

“Kita turut menginginkan sebuah negara yang benar-benar memenuhi ciri-ciri ‘Baladatul Tayyibatun Warabbun Ghafur’, yang sejahtera lagi bahagia dibawah pemeliharaan Allah.”

- Titah His Majesty the Sultan and Yang Di-Pertuan Brunei Darussalam during the 30th National Day Celebration

The **RBAF Social Ecological Model** shows the types of environment that contributes to the behaviour of the individual. (Example of factors within these environments can be found in the next page as well as in Page 39).



Depending on the individual him or herself, each level will have different effects on their behaviour. Some personnel will be more influenced by their family while others may be impacted more significantly by the situation at work.

Problems in One's Life Originate from the Environment and Individual behaviour

Understanding Social Issues

EXAMPLES OF ISSUES THAT CAN LEAD TO SOCIAL CASES

 Negative Work Environment	 Immoral Behaviour
 Ineffective Welfare System	 Drug Abuse
 Ineffective Leadership	 Crime
 Personal Financial Woes	 Family Abuse

In a case involving the military, stimulus from the aforementioned levels of environment will cause someone to commit anti-social acts, violate discipline and participate in social cases. In the context of the RBAF, ‘Social Issues’ refer to:

“Conditions and behaviours which challenge the RBAF Core Values and/or Islamic-based moral ethics which has a negative impact on society”

As mentioned in the earlier part of this book, social issues within the RBAF needs to be tackled as a collective and not individually. This includes making sure that personnel welfare is maintained along with the application of the right knowledge and skills. Meanwhile, as a member of the RBAF, one must ensure the harmony of the family is well maintained so that discipline is ensured.

Understanding Social Issues

What are Social Issues?

A social issue happens due to the negative behaviour of an individual or when personnel welfare is neglected. In reality, this issue is complex in nature and is difficult to comprehend fully. Therefore, this issue should be viewed from a specific context in order to come up with proper ways to tackle it.

*Strong familial
foundations can
prevent the negative
effects of social
issues*



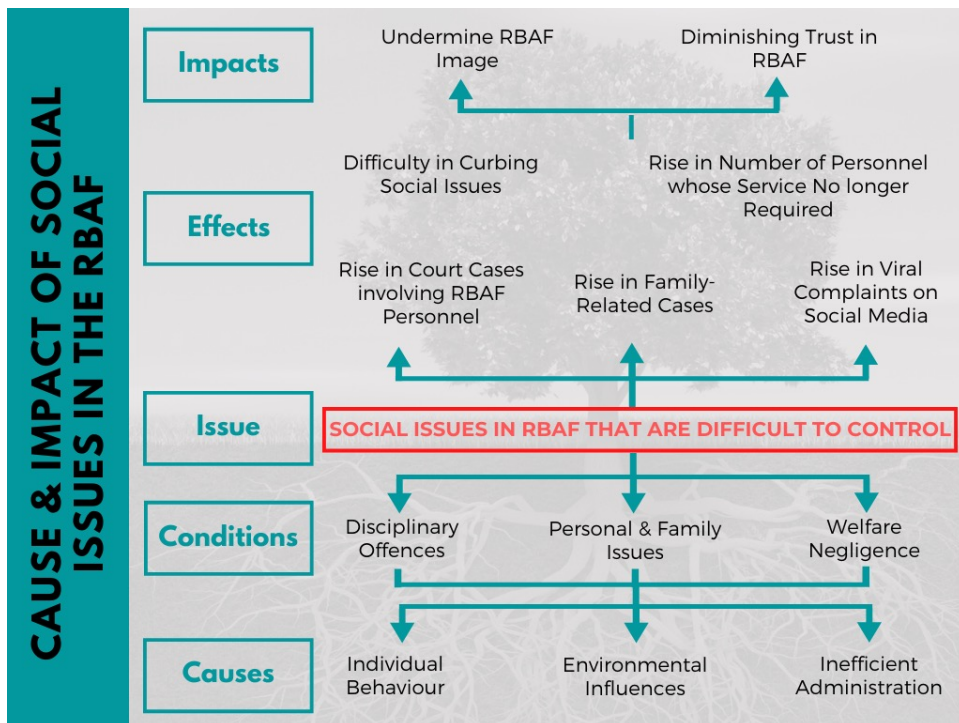
If kept unchecked, social issues will cause harm and loss not only to the personnel but also to their family and organization. Not all of the issues are easy to deal with and the complication of the issued will compel the organization to intervene in order to provide support and aid to the individual.

There are a few factors which have been identified as the leading cause for personnel to be involved in social issues. However, most of the source of social issues can be traced back to the individual themselves, specifically their behaviour.

Understanding Social Issues

How Can Social Issues Arise?

RBAF personnel, especially those who are in the Chain of Command, should be well aware of the consequences should social issues are not dealt with properly. It is vital to identify the cause as well as effects of social issues especially to the organization.



The diagram above shows the cause and effect of social issues within the RBAF. Military personnel should take their time to understand the information above so that they may feel the responsibility in controlling social issues faced by the organization with prudence.

Leaders of every unit must explain and elaborate this matter to their subordinates so that they will be more alert and avoid the negativity of social issues they are currently facing.

Understanding Social Issues

Social Issues in RBAF

Within the RBAF social issues have yet to reach a critical level and can still be contained. Nonetheless, there is a rising trend in the number of social issues occurring whether they are committed by individuals or as an effect of the unit administration.

Social media is often the favoured platform for the spread of these issues into the public attention despite the issues themselves being trivial and of little consequence.

Among these issues exists those that harm the image the RBAF wants to project and these are due to problems related to discipline and the neglected welfare of personnel.

Therefore, the RBAF has devised several strategies to further contain and curb the effects of these social issues.



Understanding Social Issues

Prior to implementing any strategies to counter social issues, it is imperative that the source of the problem is identified before it reaches a critical level and lead on to worsening of the negative impacts.

Each factor in the social environments have differing effects on the individual

Breach of Discipline

Even though these kind of cases is expected in the military, it should not be a reason to ignore nor tolerate them. This is especially true for serious disciplinary breaches which has attracted the public attention.

Personal and Family Problems

Despite this issue not being strictly related to the RBAF as an organization, it nevertheless remains a problem to be tackled. Left unchecked and its negative effects can tear down the foundation of families and taint the name of the RBAF and therefore its credibility.

Negligence of Welfare

Neglecting the welfare of personnel by the less concerned or inexperienced leaders and administrators can affect the well-being of personnel especially when it comes to their rights and privileges.

"Sesungguhnya Allah tidak mengubah keadaan sesuatu kaum kecuali kaum itu sendiri yang mengubah apa-apa yang ada pada diri mereka sendiri."

- Surah Ar-Ra'd, Ayat 11

LEADERSHIP GUIDANCE

SUMMARY OF OUTCOMES FROM STUDY
INTO SOCIAL ISSUES IN THE RBAF AND
MINISTRY OF DEFENCE 2019-2020

*"Kita cari jalan untuk berubah: Berubah
dari yang tidak atau kurang baik kepada
yang baik dan lebih baik."*

*- Titah delivered by His Majesty the Sultan
and Yang Di-Pertuan Brunei Darussalam on
the Celebration of Isra' dan Me'raj 1428
Hijrah/2007 Masihi*

Every leader needs to be
aware of the RBAF initiatives
in addressing social issues
and act accordingly



Addressing Social Issues

The previous section summarises the social issues that affects the RBAF. This section follows on from this by laying out the strategies that the RBAF will practice in order to mitigate these issues. Every level of leadership must understand these initiatives in order to improve on the conditions faced by subordinates. Towards that end, leaders must also understand the relationship between social conditions and the initiatives (Figure 1 overleaf)

This section includes:

Strategies to Address Social Issues	49
Policy Review	51
Training Review	53
Communications Support	55
RBAF PRIHATIN Centre	57

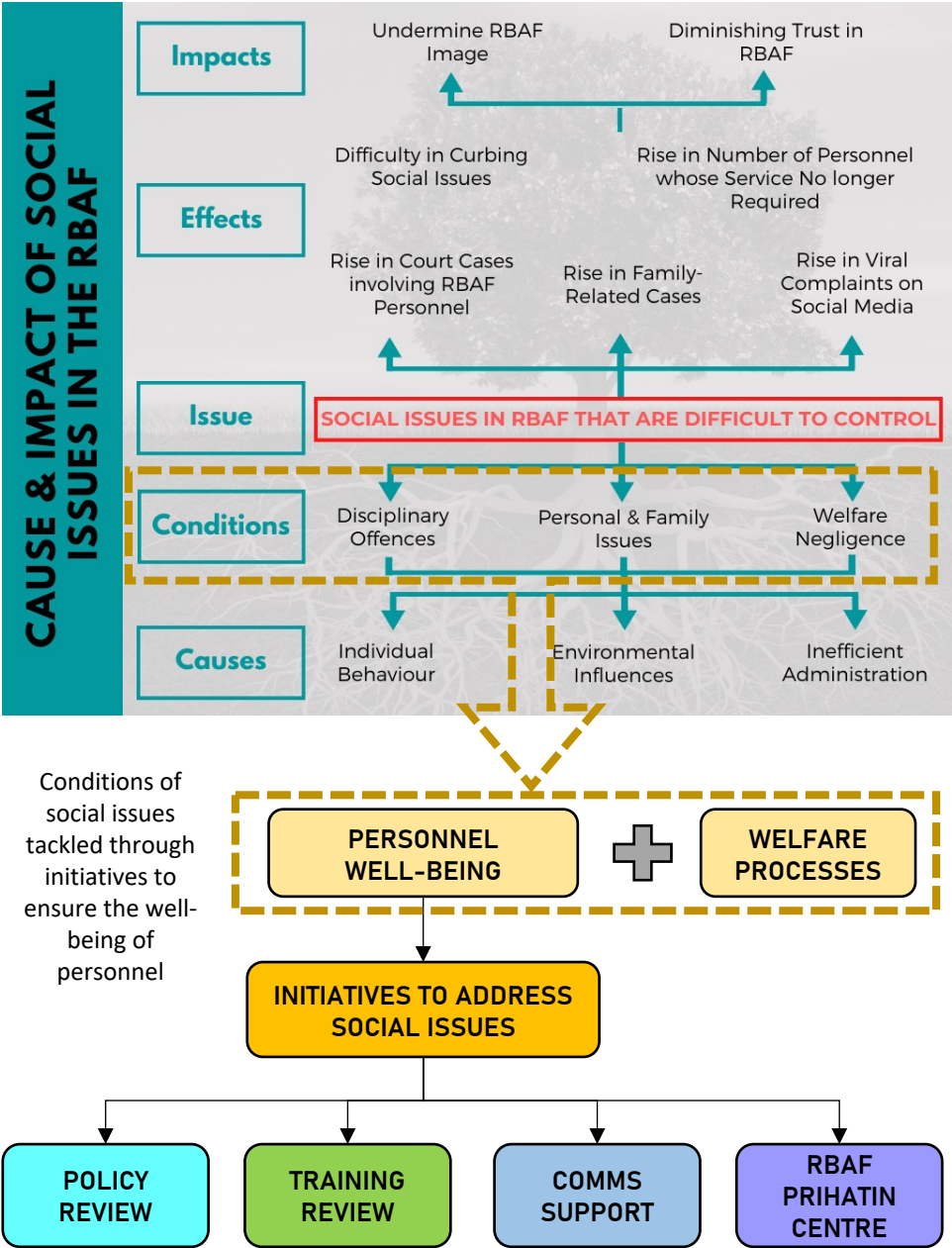
Strategies to Mitigate Social Issues

Several initiatives have been implemented to address social issues through welfare and leadership awareness. In order to strengthen the effectiveness of those initiatives, 4 strategies are added. Each strategy have their own focus areas in addressing the different conditions that can lead to social cases. As such each strategy focus on different aspects of the RBAF Social Issues Initiative Framework (Figure 2 overleaf)

Tackling social issues require collective effort from individuals as well as the whole organisation

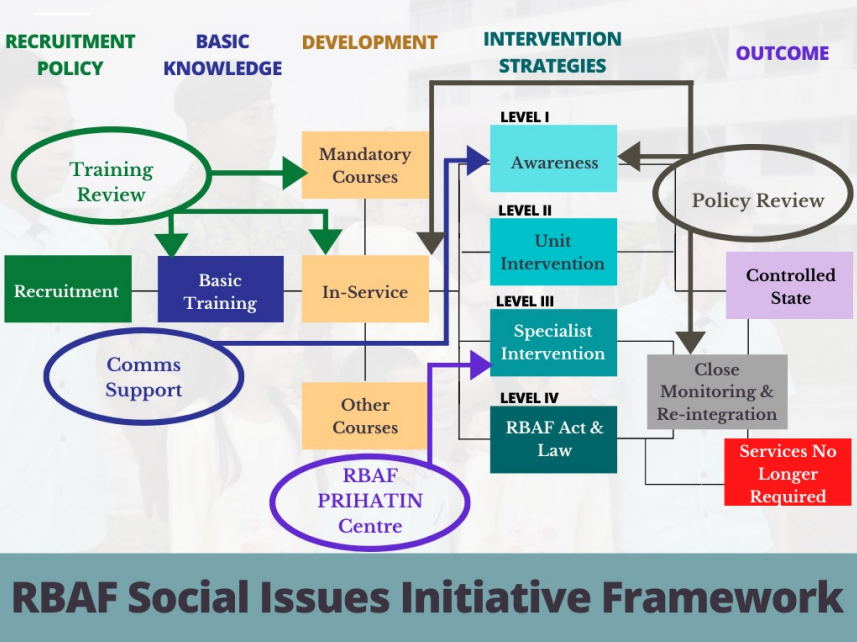
Although each strategy have their own objectives and outcomes, the effect they have to social issues in the RBAF are further reaching in the complex welfare system of the RBAF. Each initiative relates to one another in addressing different social issues (Figure 3 overleaf).

Leadership Guidance



(1) Relationship between social issues conditions and the initiatives

Leadership Guidance



(2) Focus areas of each initiative in the RBAF Social Issues Initiatives Framework

Addressing Social Issues				
4 STRATEGIES AS OUTCOMES FROM STUDY				
SOCIAL ISSUE	POLICY REVIEW	TRAINING REVIEW	COMMS SUPPORT	RBAF PRIHATIN CENTRE
Work Environment	✓	✓		
Leadership Capability	✓	✓		
Effectiveness of Welfare Systems	✓		✓	✓
Individual Behaviour	✓	✓		
Motivation for Work	✓		✓	✓
Family Issues				✓
Financial Issues				✓
Work-Life Balance	✓			
Societal & Peer Influence		✓	✓	
Social Media			✓	✓

(3) Social Issues addressed by each initiative

Policy Review

POLICY REVIEW

EMPHASISING
REGIMENTATION



SUMMARY

Strengthen regimentation through emphasising the role of leaders and tackling current trends.

FOCUS

RBAF military personnel at every level.

OBJECTIVE

A resilient organisation with highly competent leadership and disciplined personnel.

ISSUES ADDRESSED

Leadership Capability

Individual Behaviour

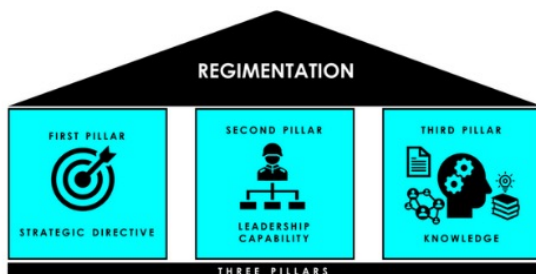
Level of Professionalism & Respect

Personal Discipline

Generational Trend

Effects of Social Media

INITIATIVES



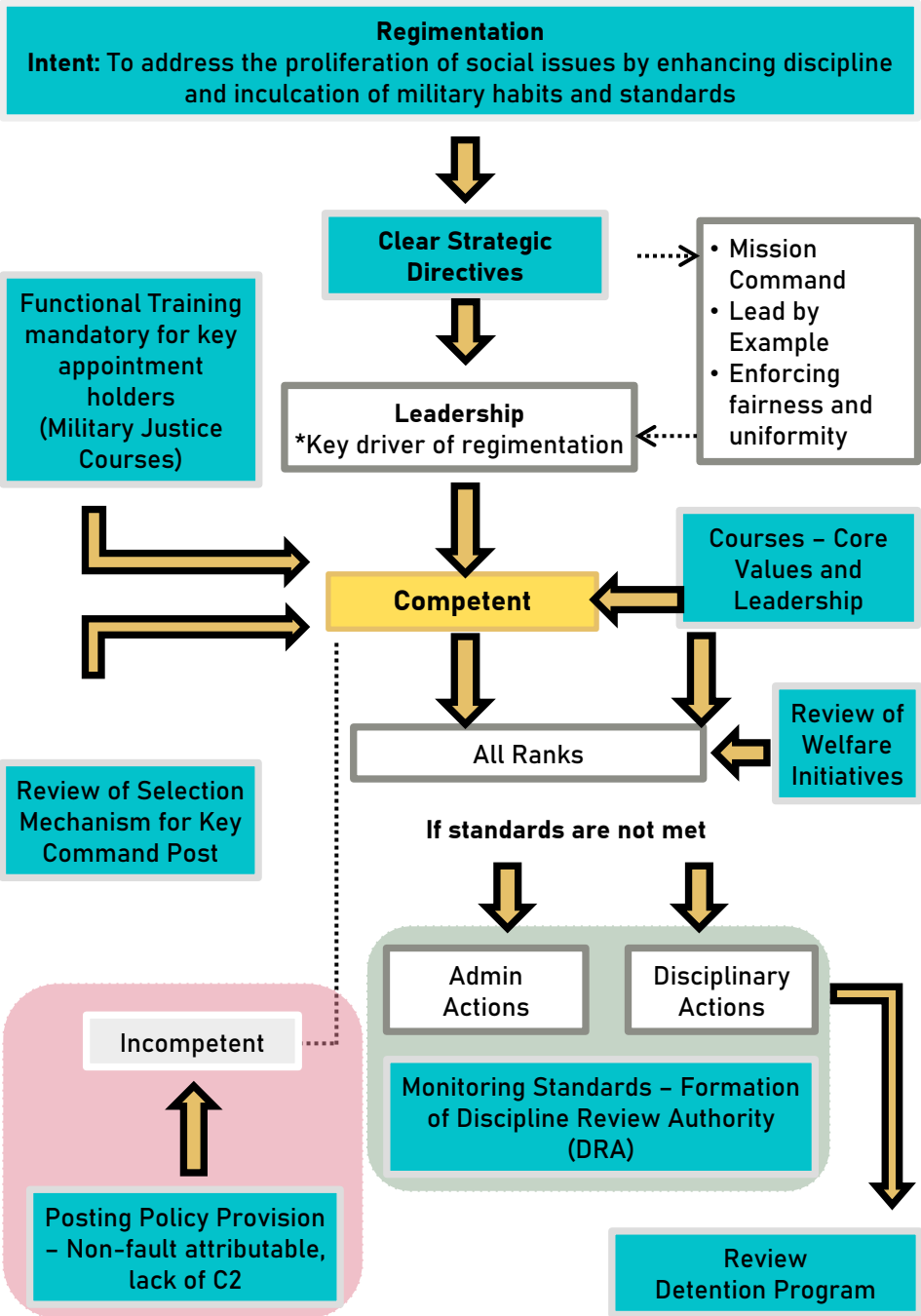
UNIT ACTION

Utilise the Chain of Command

Lead by Example

Enforcing rules, fairness and regimentation

Policy Review



TRAINING REVIEW

STRENGTHENING
MILITARY VALUES



SUMMARY

Review of courses in Training Institute RBAF

FOCUS

RBAF military personnel at every level

OBJECTIVE

Raise leadership capability and life-long learning in producing highly disciplined personnel

ISSUES ADDRESSED

Leadership Capability

Individual Behaviour

INITIATIVES



Review Basic Courses, Induction Courses and Leadership Courses



Inculcating RBAF Leadership Model



Inculcating Regimentation Culture

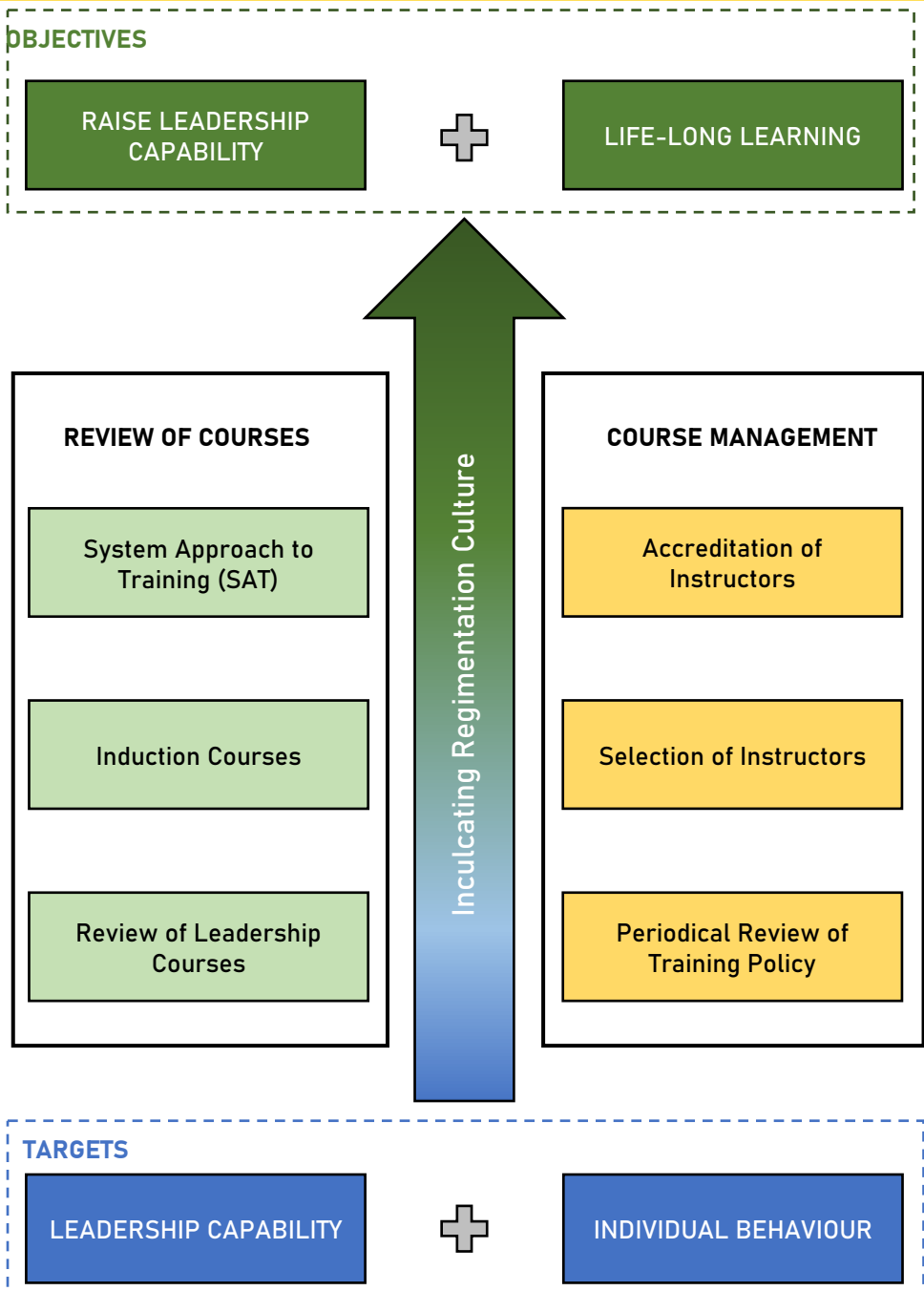
UNIT ACTION

Practicing Regimentation Culture

Practicing Leadership Skills and Knowledge

Promoting RBAF Core Values

Training Review



Communications Support

COMMS SUPPORT

ASSIST IN FLOW OF
INFORMATION



SUMMARY

Communication platforms to collect issues as well as spreading accurate information to the public

FOCUS

RBAF Personnel and their families

OBJECTIVE

Enable reporting of issues, boost morale, and promote a positive RBAF image.

ISSUES ADDRESSED

Effectiveness of Welfare Systems

Motivation for Work

Societal & Peer Influence

Effects of Social Media

INITIATIVES



RBAF Social Media



RBAF Well-Being Application



Process to Tackle Viral Messages

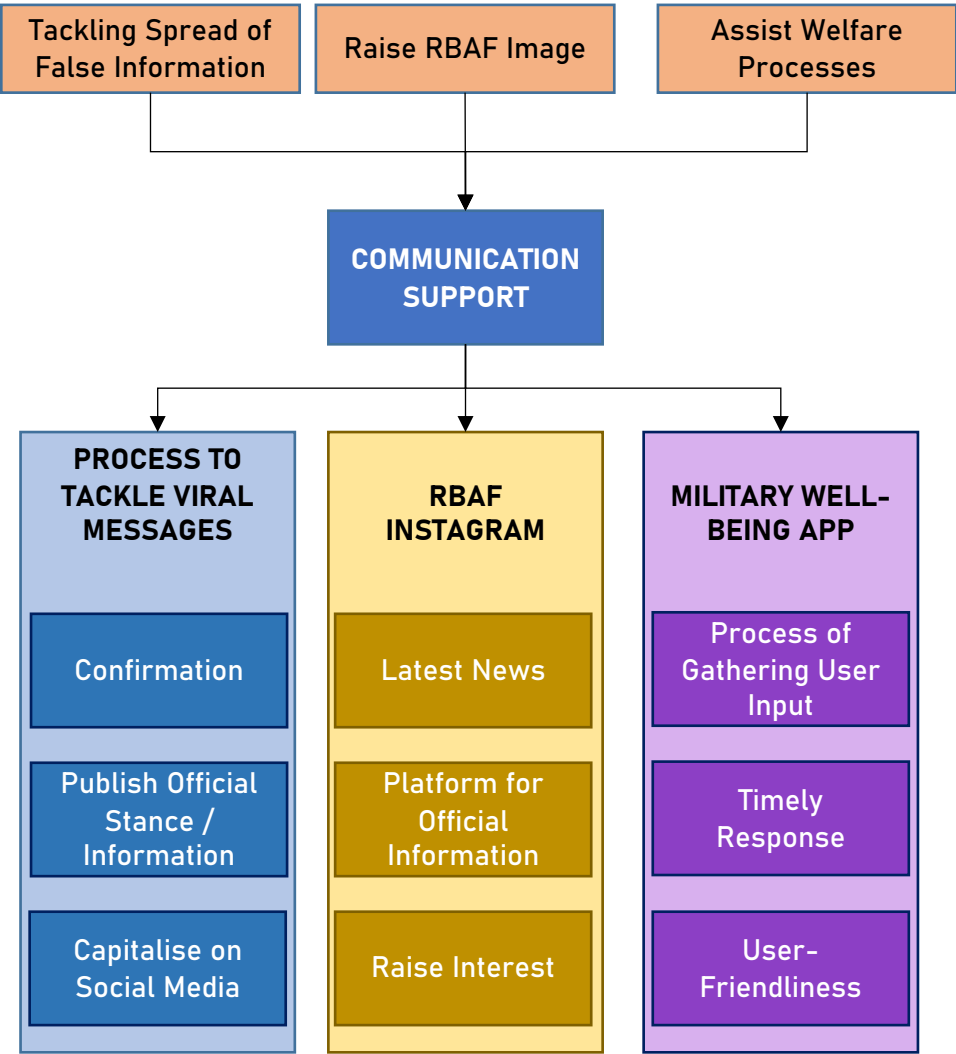
UNIT ACTION

Understand Welfare Systems

Mitigate the Spread of False Information

Recognise Concerns of Personnel

Communications Support



RBAF PRIHATIN CENTRE

CENTRE FOR SUPPORTING
RBAF PERSONNEL AND
THEIR FAMILIES



SUMMARY

Support centre as the focal point for management of welfare for the sake of personnel well-being.

FOCUS

RBAF personnel and their families.

OBJECTIVE

Welfare service that is effective and user-friendly.

ISSUES ADDRESSED

Effectiveness of Welfare Systems

Motivation for Work

Family Issues

Financial Issues

Effects of Social Media

INITIATIVES



Centralisation of Welfare Services



Improving Counselling Capability

UNIT ACTION

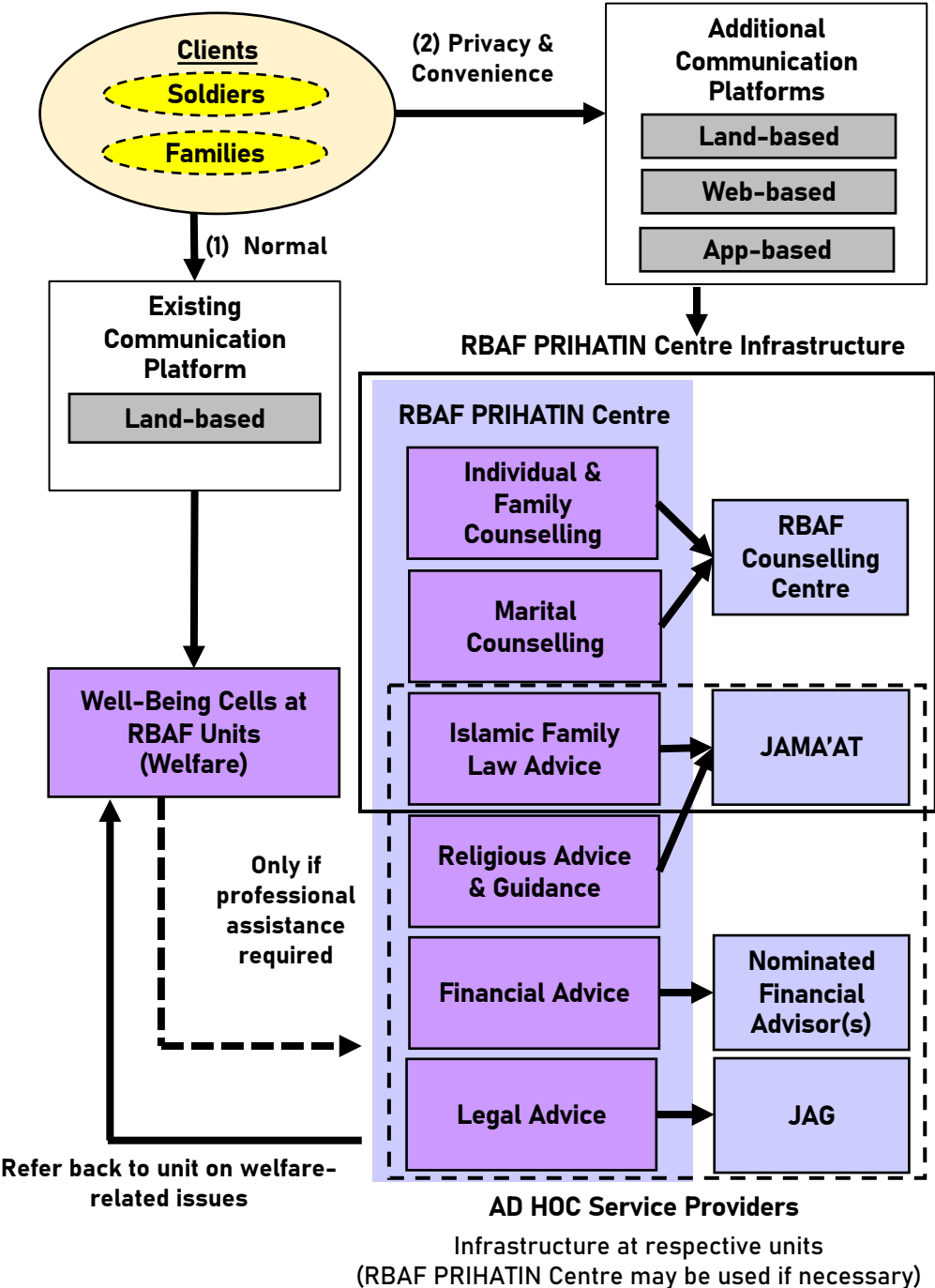
Take Care of Personnel Well-Being

Understand the Need for Counselling

Coordinating Appropriate Action with RBAF

PRIHATIN Centre in Addressing Personnel Issues

RBAF PRIHATIN Centre



Summary



This book is the product of RBAF's initiative to ensure the well-being of its personnel. Towards this goal, any information regarding discipline, welfare services and social well-being of families are considered vital aspects to be looked at.

It is hoped that this book has achieved its objectives and serves as a general guide for RBAF personnel and their families. At the very least, it can give a glimpse into the life of RBAF military personnel and how the organization will do all it can to ensure the well-being of its members are being taken care of.

For military personnel, may this book provide some insight into the continuous efforts of the organization to motivate you to be the best version of yourself. The importance of welfare and well-being should not be looked down upon as the operational performance of the organization as a whole fully relies on its personnel.

Well-Being

- Personnel well-being includes the peace and harmony of the personnel's family.
- Social environment, welfare matters and career management play important roles in maintaining well-being.
- Work-life balance falls heavily upon the shoulders of the leader's management. Nevertheless, personnel should be equally capable of balancing between needs of work and family.
- Well-being strongly depends on maintaining proper discipline based on core values and moral ethics.

Welfare

- Leaders should concern themselves with the welfare of those under his or her command and act as the focal point for complaints and inquiries.
- The process of welfare can be referred to standard operating procedures, reference documents and administrative units and service providers. Leaders also play a vital role in passing on accurate information.
- The welfare services available in the RBAF are for the benefit of its personnel and their families.

Social Issues

- Social issues arise due to several factors in the social environments of a personnel.
- Social environment includes the organizational environment, individual behaviour, family situation and wider public. Different personnel will have different personal issues involving the aforementioned environments.
- Leaders should be alert and make every attempt to try and help their subordinates in dealing with personal problems.
- Tackling social issues requires a combined effort of everyone within the RBAF especially from leaders and service providers.

RBAF Rank Guide

OF-10	OF-9	OF-8	OF-7	OF-6	OF-5	OF-4	OF-3	OF-2	OF-1		OF(D) and student officer
Field Marshal	General	Lieutenant General	Major General	Brigadier General	Colonel	Lieutenant Colonel	Major	Captain	Lieutenant	Second Lieutenant	Officer Cadet
Admiral of the Fleet	Admiral	Vice Admiral	Rear Admiral	First Admiral	Captain	Commander	Lieutenant Commander	Lieutenant	Lieutenant Junior Grade	Sub-Lieutenant	Midshipman
Marshal of the Air Force	General (U)	Lieutenant General (U)	Major General (U)	Brigadier General (U)	Colonel (U)	Lieutenant Colonel (U)	Major (U)	Captain (U)	Lieutenant (U)	Second Lieutenant (U)	Officer Cadet (U)

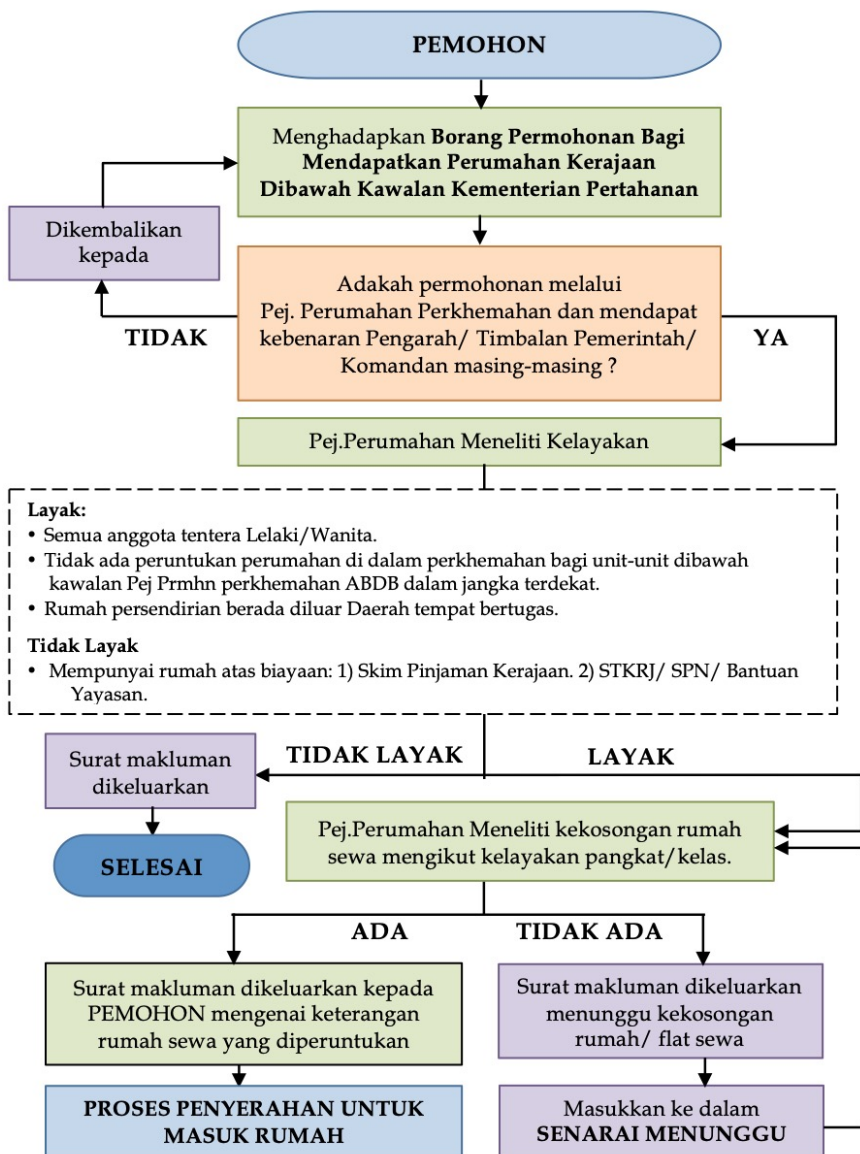
OR-9	OR-8	OR-7	OR-6	OR-5	OR-4	OR-3	OR2	OR-1
					No equivalent			Private
Land Force Sergeant Major	Warrant Officer 1	Warrant Officer 2	Staff Sergeant	Sergeant	No equivalent	Corporal	Lance Corporal	
					No equivalent			Ordinary Rate
Navy Sergeant Major	Warrant Officer 1	Warrant Officer 2	Chief Petty Officer	Petty Officer	No equivalent	Leading Hand	Able Rate	
					No equivalent			Private/Soldier (U)
Air Force Sergeant Major	Warrant Officer 1 (U)	Warrant Officer 2 (U)	Staff Sergeant (U)	Sergeant (U)	No equivalent	Corporal (U)	Lance Corporal (U)	

Definition & Terms

MINDEF	-	Ministry of Defence
RBAF	-	Royal Brunei Armed Forces
RBLF	-	Royal Brunei Land Force
RBN	-	Royal Brunei Navy
RBAirF	-	Royal Brunei Air Force
JF HQ	-	Joint Force Headquarters
DA RBAF	-	Defence Academy RBAF
TI ABDB	-	Training Institute RBAF
MRS	-	Medical Reception Station
CO	-	Commanding Officer
OC	-	Officer Commanding
NCO	-	Non-Commissioned Officer
SM	-	Sergeant Major
PTI	-	Physical Training Instructor

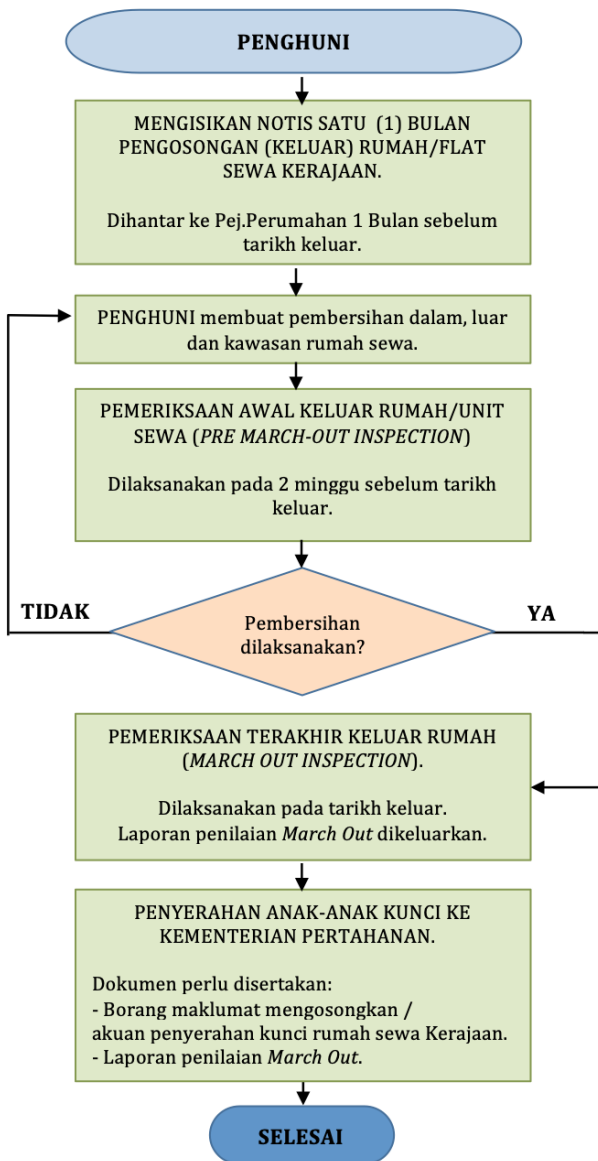
Housing (Annex A)

TATACARA PERMOHONAN PERUMAHAN KERAJAAN DIBAWAH KAWALAN KEMENTERIAN PERTAHANAN



Housing (Annex B)

TATACARA MENGOSONGKAN PERUMAHAN KERAJAAN DI BAWAH KAWALAN KEMENTERIAN PERTAHANAN



Housing (Annex C)

General conducts for occupying government houses under the control of the Ministry of Defence

Government Civil servants who are authorised to occupy government houses under the Ministry of Defences control are expected/required to:

1. Understand and adhere to the rules while living in a government house.
2. Inform their respective Head of department, Department of Electrical Services, Department of Water Services, Imagine, Municipal Department, Head of Village and other related government departments once they start to live in the house.
3. Use the house and facilities for the personnel and his/her family's own use including maids.
4. Ensure the house and its immediate area are kept in pristine, conducive and safe condition.
5. Ensure that the house and its surrounding area has not been tampered with especially renovating the kitchen, building a garage and others like it.
6. Ensure that all the furniture provided are in a well-kept state and are not damaged or damaged beyond repair.
7. Fully responsible on the utensils provided including the purchase of items such as light bulbs, fluorescent light, starters, chokes, mirror, windows, fuses and all other items that cost below B\$100.
8. Ensure that there is a garbage disposal service and lawn maintenance.

9. Give full cooperation and provide right of access to Ministry of Defence's officers to enter the house and its premises on the agreed time for the following matters:

Inspection of the interior and exterior of the building for repairs assessment;

Doing repairs on the building;

Investigations and monitoring procedures to ensure that the residing officers strictly follow the rules of staying in government houses.

10. Always foster the spirit of the neighborhood without taking into account the differences in religion, nationality, citizenship and language.

11. Raise the national flag of Brunei Darussalam or their personal flag throughout the specified duration every time during the celebration of special occasions.

12. Return any rented house and its keys to the Ministry of Defence after vacating it.

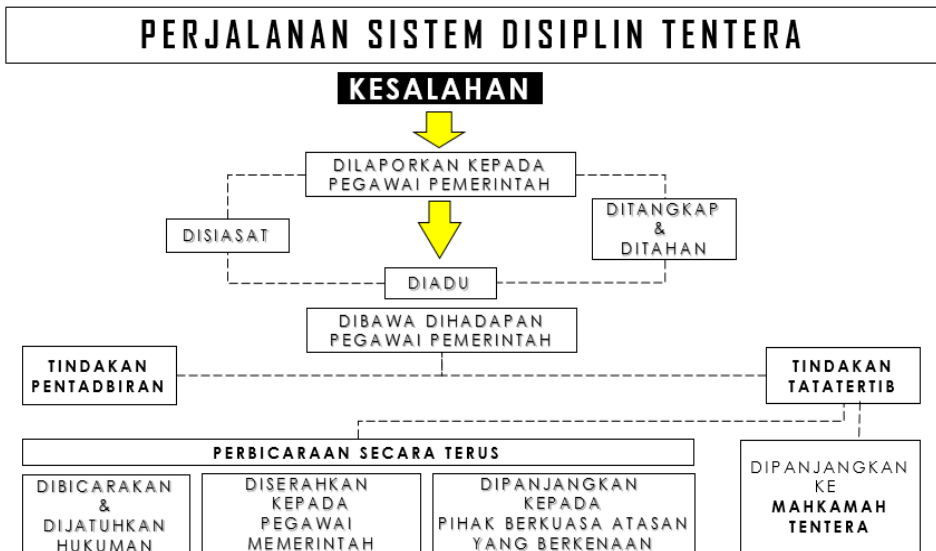
Housing (Annex D)

PERATURAN 1302
KATEGORI PERUNTUKAN PERUMAHAN RUMAH/FLAT SEWA KERAJAAN DI BAWAH KAWALAN
KEMENTERIAN PERTAHANAN MENGIKUT KELAYAKAN

1. Peruntukan rumah/flat sewa Kerajaan bagi pegawai dan kakitangan awam/ pegawai kontrak di Kementerian Pertahanan adalah mengikut kelayakan **gaji pokok serta bahagian** (*Division*), anggota ABDB/Kakitangan TEMD adalah menikut kelayakan di dalam Peraturan 1301 berkenaan seperti jadual berikut:

SUKATAN GAJI AM ATAU YANG SERBANDING DENGANNYA	TEMD	ABDB	KELAS RUMAH
BAHAGIAN I <i>Superscale Special</i> <i>Superscale A/ Superscale B/ Superscale C</i>			AA
BAHAGIAN I Kumpulan 1/ Kumpulan 2/ Kumpulan 3		Kol (Kept)	A
BAHAGIAN II B3	Ketua Jurutera	Mej ke Lt Kol (Lt Kdr ke Kdr)	BB
BAHAGIAN II B2 EB3/ B2/BW2 B1/BW1	Jurutera Staf Kanan	2Lt ke Kpt (LtM ke Lt)	B
BAHAGIAN III C1-C5	Jurutera Kanan	SSjn ke PW1 (BK ke PW1)	CC
BAHAGIAN III C1-C5 BAHAGIAN IV D5-D6	Jurutera	SSjn ke PW1 (BK ke PW1)	C
BAHAGIAN IV D3-4 D4		Kpl ke Sjn (LsK ke Bint)	DD
BAHAGIAN IV D3-4 D4		Sld ke Lkpl (LS ke LsM)	D

Instilling Discipline (Annex E)



Annex

Service Provider Contact Numbers (Annex F)

RBAF PRIHATIN CENTRE AND WELL-BEING CELLS	
RBAF PRIHATIN Centre, Bolkiah Garrison	2386143
Garrison Commander Office Headquarters, Bolkiah Garrison	2315143
First Battalion Headquarters, Berakas Camp	2311143
Second Battalion Headquarters, Tutong Camp	4228143
Third Battalion Headquarters, Lumut Camp	3241143
Support Battalion Headquarters, Penanjong Garrison	4433143
Combat Service Support Headquarters, Berakas Camp	2333143
Royal Brunei Navy Headquarters, Muara Naval Base	2775143
Royal Brunei Airforce Headquarters, Rimba Air Base	2348143
Defence Academy RBAF Headquarters, Tanah Jambu Camp	2367143
Training Institute RBAF Headquarters, Penanjong Garrison	4229143

GUARD ROOM IN RBAF CAMPS	
Guard Room Bolkiah Garrison	2386275
Guard Room Berakas Camp	2311272
Guard Room Tutong Camp	4228205
Guard Room Lumut Camp	3241199
Guard Room Penanjong Garrison	4229258
Guard Room Muara Naval Base	2775239
Guard Room Rimba Air Base	2348288
Guard Room Tanah Jambu Camp	2367237

RBAF HEALTHCARE SERVICES

MRS Bolkiah, Bolkiah Garrison	2386609 (<i>Office Hours</i>) 2386777 (<i>After Office Hours</i>)
Klinik Keluarga Bolkiah, Bolkiah Garrison	2386347/267/269
MRS Berakas, Berakas Camp	2311777
MRS Tutong, Tutong Camp	4228077
MRS Lumut, Lumut Camp	3241777
MRS Rimba, Muara Naval Base	2348303 (<i>Office Hours only</i>)
MRS Muara, Rimba Air Base	2348431
MRS Penanjong, Penanjong Garrison	4233167

RBAF DENTAL SERVICES

Dental Service, Berakas Camp	2311247
Dental Service, Tutong Camp	4228114
Dental Service, Lumut Camp	3241054
Dental Service, Muara Naval Base	2775171
Dental Service, Rimba Air Base	2348298
Dental Service, Penanjong Garrison	4229205

RBAF FIRE STATIONS

Fire Station, Berakas Camp	2311222
Fire Station, Tutong Camp	4228222
Fire Station, Lumut Camp	3241222
Fire Station, Muara Naval Base	2775222
Fire Station, Rimba Air Base	2348222
Fire Station, Penanjong Garrison	4229222



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