



**Gurkha Brigade Association**  
Headquarters Brigade of Gurkhas  
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See Distribution

Reference: BS 075

28 September 2021

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**GURKHA BRIGADE ASSOCIATION ACT OF REMEMBRANCE AT THE GBA MEMORIAL AT THE NATIONAL MEMORIAL ARBORETUM (NMA) 13 NOVEMBER 2021**

1. **General.** The GBA will conduct its own Act of Remembrance at the Gurkha Chautara on Saturday 13 November 2021 at [the NMA](#).
2. **Objective.** Provide a focal point for GBA Members living in the Midlands area to take part in a collective GBA Act of Remembrance at the NMA's Gurkha Chautara.
  - a. **Tasks.**
    - (1) **HQBG.** The Bde Sec is to:
      - (a) Coordinate support from QG SIGNALS.
      - (b) Support Event Coordinator in organising the Act of Remembrance.
      - (c) Order RA wreaths to be sent to the Event Coordinator.
    - (2) **Event Coordinator – [Lt Col \(Retd\) D G Pease-Macaulay](#).**
      - (a) Coordinate the GBA Act of Remembrance at the Gurkha Chautara, NMA.
      - (b) Bring RA wreaths to the NMA on 13 Nov 19.
    - (3) **QG SIGNALS.** Provide limited support to the Act of Remembrance:
      - (a) Provision of uniformed personnel - ideally 1x SNCO + 3 x GORs
      - (b) Wreath Layer (Officer)
      - (c) Piper.
    - (4) **Regimental Associations (RAs) and Gurkha Community Leaders (GCLs).** RAs and GCLs are requested to:
      - (a) Provide a Wreath layer.
      - (b) Encourage members living in the Midlands and North of England to attend.
      - (c) Confirm attendance. See Para 5.
3. **Attendance:** Planning figures are as follows:
  - a. Coord Team - Event Coord, Parade Marshall (BGVA), Standard Bearer (BGVA).
  - b. QG SIGNALS - TBC (up to 6 including Piper).
  - c. RA x 8 (5 per RA) - 40.
  - d. Gurkha Families - Approx 50 (primarily Nuneaton BGVA).

4. **Booking Form.** See Annex A. RAs and GCLs are ask to:
  - a. To confirm attendance and wreath layers to **Bde Sec, [CC Event Coord](#)**, by **22 Oct 21**.
  - b. Individual returns may be submitted to **Bde Sec , [CC Event Coord](#)**, by **22 Oct 21**.
  
5. **Key dates.**
  - a. **22 Oct 21.**
    - (1) RAs and GCLs confirm attendance. Bde Sec to order wreaths from RBL.
    - (2) Individual returns to Bde Sec confirming attendance.
  - b. **13 Nov 21.** GBA Act of Remembrance.
  
6. **Outline Programme - 13 Nov 21.** Please note that the NMA does not open until 1000.
  - a. 1000 Coord Team arrive and liaise with NMA host
  - b. 1015 Assemble in Founders Room Coffee/tea.
  - c. 1130 Follow Piper to Gurkha Chautara.
  - d. 1145 Act of Remembrance at Chautara:
    - Welcome/Gurkha Collect - Chairman GBA.
    - At the going down etc. - Event Coord.
    - Wreath Laying: - GBA, RAs, GWT and GCLs
  - e. 1230 Return to main building (lunch at own expense).
  - f. 1400 Disperse in own time.
  
7. **Administration.** (NMA, Croxall Road, Alrewas, Staffordshire, DE13 7AR).
  - a. **Booking In (Online).** The NMA will still be a restricted site for the event, so **ALL DRIVERS** (passengers are included in that single ticket) must book for a free ticket online using this link: [Book Tickets](#).
  - b. **Dress.**
    - (1) **Serving Personnel.** No 2 dress, Hats Felt Gurkha (HFG), Medals. No sword/kukri.
    - (2) **Ex-Servicemen.** Regtl Mufti with HFG/Side Cap/beret and medals.
  - c. **Transport.** Own arrangements. Car parking is available at the NMA.
    - (1) **By Road.** Information on [website](#); Recommend arrival not after 1030 hrs.
    - (2) **By Rail.**
      - (a) Lichfield Trent Valley (5 – 6 miles) or Lichfield City (8 miles); latter has a good bus service to the NMA.
      - (b) Local Taxi. 10 – 20 minute for about £10 by City Cars. Tel; 01543 255 440/01453 254999; email: [citycarsmids@hotmail.com](mailto:citycarsmids@hotmail.com).
  - d. **Lunch.** At own expense.
  - e. **Wreaths.** These have been ordered and delivered to the Event Coordinator.

8. **Point of Contact.**

a. **Bde Sec.** Tel 03001650582 e-mail [mani.rai121@mod.gov.uk](mailto:mani.rai121@mod.gov.uk)

b. **Event Coordinator.** Lt Col Don Pease-Macaulay; email [don.g.macaulay@gmail.com](mailto:don.g.macaulay@gmail.com), 07979 802798. Alternative POC Maj R J (Rob) Cross (QGEA): Mob 07968891328; e-mail [robcross@crossimages.plus.com](mailto:robcross@crossimages.plus.com).



M K RAI MBE, DL  
Major (Retd)  
Brigade Secretary

Annexes:

A. GBA Act of Remembrance NMA – Booking Form.

Distribution:

Action:

GM QG Signals  
GWT (For Capt Gary Ghale for distribution to Nepali Communities)  
All RAs  
Event Coord

Copy to:

President GBA  
Chairman GBA

**GBA ACT OF REMEMBRANCE NMA – BOOKING FORM**

**From:** .....

**To:** Bde Secretary, HQBG, Robertson House, Slim Road, RMAS, Camberley, Surrey GU15 4NP

The following from<sup>1</sup> ..... will attend the GBA Act of Remembrance, 13 Nov 21:

Ser	Rank	Initials	Name	Post Nominals	Remarks <sup>2</sup>

Signed..... Date: .....

Notes:

1. Insert Unit/Group represented. **Individuals should leave this blank.**
2. Insert any special requirement e.g. disabled access etc..