



Headquarters
New Zealand Defence Force
Defence House
Private Bag 39997
Wellington Mail Centre
Lower Hutt 5045
New Zealand

OIA-2025-5619

16th January 2026

Dear [REDACTED]

I refer to your email of 17 December 2025 requesting, under the Official Information Act 1982 (OIA),

Copies of all orders that relate (and related to) the COVID-19 vaccination requirements of service members.

The baseline vaccination requirements for all serving personnel in the New Zealand Defence Force (NZDF) are contained in Defence Health Rules (DHR) 31, Part 4, Chapter 1. An excerpt of the relevant part of DHR 31 is below:

31.4.1.5 Baseline Programme

- a. The NZDF Baseline Vaccination Programme is designed to provide minimum vaccination cover that is appropriate for both domestic and deployed environments.*
- b. The Baseline Programme comprises the New Zealand Immunisation Schedule (less the Human Papilloma Virus [HPV] vaccine) with some additional designated vaccines. The Baseline Programme provides the minimum vaccination requirements for a serviceperson and aligns with the wider New Zealand vaccination schedule. Refer to the NZDF Vaccination Schedules for details of the vaccinations included in the Baseline Programme.*
- c. The NZDF Baseline Vaccination Programme is to be maintained during the course of a serviceperson's employment.*

The NZDF Baseline Vaccination Programme includes vaccination against COVID 19. Chief of Defence Force Directives relating to past COVID vaccination requirements for Service members are provided at enclosures one to three.

What support is available to assist service members that have (and continue to have) adverse side effects relating to the COVID-19 vaccination.

What support has the NZDF given (or has considered to be given) to assist service members that have (and continue to have) adverse side effects relating to the COVID-19 vaccination.

What support has the NZDF given to service members and ex-service members that have had any adverse side effects relating to any vaccination that was required to be taken during the course of their duties.

Medical support to NZDF personnel is provided by the Defence Health Centres located at various camps and bases. Medical support for former serving personnel is provided by Veteran's Affairs New Zealand if the claim is covered under Qualifying Operational Service.

What testing/research (if any) the NZDF undertook relating to the adverse side effects of the COVID-19 vaccination before requiring service members to be vaccinated.

The New Zealand Defence Force does not hold studies or internal data / research. The recommendation to include the COVID-19 vaccine to the baseline vaccine schedule did not require complex deliberation. All external information used to assist in this decision was open-source, and the Government of New Zealand had mandated vaccines for wider agency and work areas in which the NZDF had significant groups of personnel deployed.

You have the right, under section 28(3) of the OIA, to ask an Ombudsman to review this response to your request. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Please note that responses to official information requests are proactively released where possible. This response to your request will be published shortly on the NZDF website, with your personal information removed.

Yours sincerely

GA Motley

Brigadier

Chief of Staff HQNZDF

Enclosures:

1. CDF Directive 26-2021
2. CDF Directive 31-2021
3. CDF Directive 33-2021



Headquarters
New Zealand Defence Force
Defence House
34 Bowen Street
Wellington 6011
NEW ZEALAND

18 Nov 21

See Distribution List

CDF DIRECTIVE 26/2021

VACCINATION STATUS AS AN ENTRY REQUIREMENT TO CERTAIN DEFENCE AREAS

Authorities

1. Issued by the Chief of Defence Force pursuant to section 25 of the Defence Act 1990.¹

Commencement

2. This Directive commences at midnight Sunday 21 November 2021.

Applicability

3. For the purposes of this Directive, “workers” are defined as members of the Armed Forces, Civil Staff, NZDF contractors and their employees, subcontractors and their employees, and volunteer workers.
4. This Directive constitutes a general order to members of the Armed Forces and instructions to the Civil Staff and other workers employed for Defence Force purposes.
5. Workers and other persons (e.g. visitors), at a workplace are required to comply with the orders in this Directive in order for the NZDF to comply with its obligations under the Health and Safety at Work Act 2015 (HSWA) and regulations.²
6. Non-compliance with this Directive may result in disciplinary action being taken in accordance with the *Armed Forces Discipline Act 1971* or may result in possible sanctions in accordance with the Civil Staff Code of Conduct for workers who are members of the Civil Staff of the NZDF. Workers who are not members of the Civil Staff and other persons may be refused further access to Defence Areas for failure to comply with this Directive.

¹ Issued to discharge the duties of the Chief of Defence Force as an officer of the Person Conducting a Business or Undertaking (PCBU) under the Health and Safety Work Act 2015.

² See Health and Safety at Work Act 2015 ss. 45(c) and 45(d): workers are required to comply with reasonable instructions given by the PCBU to comply with Act and to cooperate with any reasonable policy of the PCBU relating to the health and safety of the workplace notified to workers. Section 46(c): A person at a workplace must comply, as far as he or she is reasonably able, with any reasonable instruction that is given by the PCBU to allow the PCBU to comply with this Act or regulations.

Scope

7. This Directive applies to the Defence Areas prescribed in Annex A to this Directive (hereafter Prescribed Defence Areas).

Context

8. Auckland is experiencing a steady and expected rise in community COVID-19 cases. Despite public health control measures it is clear that prevalence of cases in the community is not subsiding and there is an increasing likelihood that COVID-19 will present in an NZDF workplace in Auckland.
9. Infection with COVID-19 can have serious consequences in some cases including serious long lasting health impacts and it is considered a hazard in the workplace that can result in a risk of harm.
10. Several control measures are in place to reduce the likelihood of COVID-19 entering the workplace, however it is assessed that despite these measures, with rising community cases COVID-19 is now a risk to workers in Defence Areas in Auckland.
11. Other than eliminating the hazard the next best measure available to reduce the potential harm from COVID-19, is the very effective available COVID-19 vaccination. Vaccinated personnel are much less likely to suffer serious illness and long term consequences from COVID-19 infection and vaccination is considered very effective protection from COVID-19.
12. There are no control measures equal to vaccination in terms of protecting the unvaccinated workers from harm in the workplace through infection from COVID-19 – other than by eliminating their risk of exposure, which means keeping the unvaccinated out of the workplace when the hazard presence increases.
13. Vaccinated persons also have a reduced likelihood of catching and transmitting COVID-19. Having vaccinated personnel in the workplace means that the likelihood of introducing and spreading the virus is less than if persons are unvaccinated.
14. While there are some other very important concurrent control measures for a workplace to reduce risk of transmission to surrounding vaccinated workers (masks, testing, symptom screening, distancing etc), the presence of an unvaccinated worker in the workplace when community risk is high increases the likelihood of the hazard being introduced through that unvaccinated worker. There is then an increasing workplace risk of vaccinated workers contracting COVID-19 from unvaccinated workers in the current Auckland environment.
15. An additional consideration is that NZDF workplace outputs will be significantly affected by any COVID-19 cases in its workforce. Regardless of the degree of illness experienced by the individual, they will be required to isolate, as will potential contacts, creating absences in the workplace. All of the control measures available to reduce the likelihood of COVID-19 infecting and being transmitted must be used to ensure workplaces remain safe and functional.

Situation

16. Given the steady and expected rise in community COVID-19 cases in Auckland, it is now considered that unvaccinated workers are not sufficiently protected from the COVID-19 hazard and that unvaccinated workers now increase the risk of potential harm to themselves and others in the workplace.
17. Any NZDF workplace that has workers who share any communal space or location, at any time, for work duty, ablutions, security, accommodation and eating is considered an affected area and should have workers protected by vaccination status.
18. Commanders/managers/Officers in charge of Defence Areas must be enabled to discharge their obligations under the HSWA to keep all personnel as safe as possible from the viral hazard through limiting access to these NZDF areas to only those who have vaccination protection.
19. Accordingly, the purpose of this Directive is to ensure the health of workers by requiring that vaccination is a current condition of entry to those prescribed Defence Areas in regions where there is prevalence of COVID-19 in the community as detailed at annex A. This control measure adheres to the NZDF's duty of care to ensure the health and safety of its workers while at work.³

Responsibilities

20. Officers in Charge of Prescribed Defence Areas:
 - a. are to display clearly visible signage at entry points advising that full vaccination is a condition of entry;
 - b. may only allow entry of the persons described at para 22 in cases of emergency or on the advice of the Chief Medical Officer and Director of Safety or their respective delegates. Advice on entry of such persons will be provided on a case-by-case basis to the responsible Officers in Charge.

Coordinating Arrangements

21. **Orders.** Prescribed Defence Areas are places of work that require all workers and visitors to be vaccinated⁴ as a condition of entry.
22. Workers and visitors who are not fully vaccinated must not enter Prescribed Defence Areas, without authority of the Officer in Charge of the Defence Area.
23. **Exemptions.** This Directive does not apply to:
 - a. Children under 12, until such time as a vaccine is available for children under 12. However, notwithstanding this, children under 12 are not permitted to access work areas and common areas on Prescribed Defence Areas such as gyms, swimming pools or other recreational facilities until they are vaccinated.

³ Health and Safety at Work Act 2015, sections 36 and 37(1).

⁴ As defined in COVID-19 Public Health Response (Vaccinations) Order 2021 (the Order), clause 4: "*in relation to an affected person, means the person has received all of the doses of COVID-19 vaccine or combination of COVID-19 vaccines specified in the first column of the table in Schedule 3 [of the Order] administered in accordance with the requirements specified for that vaccine or combination of vaccines in the second column of that table.*"

UNCLASSIFIED

- b. Unvaccinated members of the Armed Forces who are seeking to enter a Prescribed Defence Area solely for the purpose of obtaining NZDF health care services.
 - c. A dependent or spouse of a member of the Armed Forces or Civil Staff who resides at a Defence house located on a Prescribed Defence Area, for the time that dependent or spouse is going to or from that place of residence.
 - d. Unvaccinated dependants or spouses are only permitted to access their place of residence in a Prescribed Defence Area to which this Directive applies and may not access other parts of the Prescribed Defence Area and are not permitted to use common areas on Prescribed Defence Areas such as gyms, swimming pools or other recreational facilities.
 - e. Emergency services (Police, Fire and Emergency NZ or Ambulance Service) wishing to enter a Prescribed Defence Area for emergency purposes, and persons exercising statutory rights or powers.
24. **Ascertaining vaccination status.** For the purposes of authorising entry onto a Prescribed Defence Area, security guards,⁵ and other persons who have been issued an MD4 from the Officer in Charge of the Defence Area, responsible for controlling entry into Prescribed Defence Areas:
- a. are authorised to ask persons who seek to enter the Defence Area to disclose their vaccination status; and
 - b. must refuse entry to those persons who decline to disclose their vaccination status and to those persons who are not fully vaccinated, except with the express authority of the Officer in Charge of the Defence Area.
25. Security guards responsible for controlling entry into Prescribed Defence Areas are **not** authorised to:
- a. collect or record a person's vaccination status; or
 - b. ask for a person's vaccination status for any purpose other than for the purpose of authorising or refusing entry onto a Defence Area.
26. When the Government introduces vaccine passports, security guards and other persons who have been issued an MD4 are to require production of a vaccine passport as proof of vaccination. Failure of a person seeking entry to a Prescribed Defence Area to do so will result in the application of para 24. b.
27. Members of the Defence Force who consent to their vaccination data being added to their NZDF access swipe card and are vaccinated may access uncontrolled entry points to Prescribed Defence Areas.
28. Unvaccinated members of Civil Staff who are not able to work from home either temporarily or on a continuous basis because of the nature of their duties will continue to remain on paid special leave provided:

⁵ Either members of the Civil Staff or engaged as contractors (eg First Security)

UNCLASSIFIED

- a. they get their first dose of the vaccination within five days after this Directive takes effect; and
 - b. their second dose of the vaccination no later than 26 days after this Directive takes effect.
29. Paid special leave for unvaccinated members of the Civil Staff who fail to comply with para 28. a. and b. will cease on the 26th day after this Directive takes effect. Unvaccinated persons will then be invited to attend a meeting with their line manager and HRA to discuss their options and ongoing employment, given their inability to enter the Prescribed Defence Area which is their place of work by reason of this Directive.
30. Paid special leave for those unvaccinated members of the Civil Staff who comply with para 28 of this Directive who are unable to work from home, will continue until the 33rd day⁶ after this Directive takes effect.

Cancellation and disposal instructions

31. This Directive will be cancelled when revoked or replaced.



KR SHORT
Air Marshal
Chief of Defence Force

Annex:

- A. Defence Areas requiring fully vaccinated status as a requirement of entry

⁶ Vaccination doses must be at least 21 days apart and it takes a further 7 days after the second dose to be fully effective.

UNCLASSIFIED

Distribution:

VCDF

CN

CA

CAF

COMJFNZ

CFO

CPO

CJDS

CoS HQNZDF

DDLS

CDSM

DCN

DCA

DCAF

AC SCE

AC CAP

CDI

CMO

DDPA

UNCLASSIFIED

Defence Areas requiring fully vaccinated status as a requirement of entry

1. RNZN

- a. Whangaparaoa Defence Area, Whangaparaoa Road, Whangaparaoa.
- b. Devonport Naval Base, Queens Parade, Devonport.
- c. Te Taua Moana Marae.
- d. Sea Safety Training Squadron.
- e. Narrow Neck, 130 Vauxhall Road, Devonport.
- f. Naval Museum (Torpedo Bay), 64 King Edward Parade, Devonport.
- g. Defence Ammunition Depot, Kauri Point, Onetaunga Road, Birkenhead.
- h. Great Barrier Island Naval Laboratory and Acoustic Range, Aotea Road, Great Barrier Island.
- i. Academic School, Triton Drive, Albany.

2. RNZAF

- a. South Kaipara Head Domestic Site, Trig Road, Kaipara.
- b. South Kaipara Head Air Weapons Range (impact area), South Head Road, Kaipara.
- c. RNZAF Base Auckland Whenuapai, Brigham Creek Road, Whenuapai.
- d. Dale/Bristol Road, Defence Communications Facility, Whenuapai.

3. NZ Army

- a. Papakura Military Camp, Grove Road, Papakura, Auckland.
- b. Ardmore Military Training Area, Petersens Road, Ardmore, Auckland.
- c. Arch Hill, Auckland.



Headquarters NZDF
Defence House
34 Bowen Street
Wellington 6011
NEW ZEALAND

20 Dec 21

See Distribution List

CDF DIRECTIVE 31/2021

VACCINE MANDATE – MEMBERS OF THE ARMED FORCES

Authority

1. Issued by the Chief of Defence Force pursuant to the Defence Act 1990.

Applicability

2. This Directive constitutes a General Order to members of the Armed Forces, and instructions to members of the Civil Staff.
3. Non-compliance with this Directive may result in disciplinary action being taken in accordance with the Armed Forces Discipline Act 1971.

Purpose

4. The purpose of this Directive is to provide direction to all members of the NZDF regarding the requirement for members of the Armed Forces to be vaccinated in accordance with the COVID-19 Public Health Response (Specified Work Vaccinations) Order 2021.

Context

5. COVID-19 Public Health Response (Specified Work Vaccinations) Order 2021 extends the classes of specified work to include members of the Armed Forces.¹

Situation

6. COVID-19 Public Health Response (Specified Work Vaccinations) Order 2021 mandates:
 - a. all members of the Armed Forces are to have received their first COVID-19 vaccination no later than 2359 16 Jan 22 and their second COVID-19 vaccination no later than 2359 28 Feb 22, and
 - b. the maintenance of a vaccination record by the NZDF containing:

¹ COVID-19 Public Health Response (Specified Work Vaccinations) Order 2021, Schedule 2.

- (1) the name and vaccination status of each member of the Armed Forces;
 - (2) the name of the COVID-19 vaccine or vaccines that the member has received; and
 - (3) the date or dates on which the member received a COVID-19 vaccination.
7. The NZDF recognises those vaccinations defined in clause 4 of the COVID-19 Public Health Response (Vaccinations) Order.

Discharge of non vaccinated members of the Armed Forces

8. Any member of the Armed Forces who is not vaccinated pursuant to, or duly authorised or exempt under, the COVID-19 Public Health Response (Specified Work Vaccinations) Order 2021 is to be discharged from the NZDF.

Cancellation of CDF Directive 14/2021 and CPO Administrative Instruction 04/2021

9. CDF Directive 14/2021² and CPO Administrative Instruction 04/2021³ are cancelled with effect the date of this Directive.
10. All members of the Armed Forces who are not vaccinated with both their first and second COVID-19 vaccinations and are under a process of review, discharge or waiver in accordance with CDF Directive 14/2021 and CPO Administrative Instruction 04/2021, are to have the process stopped. The orders in this Directive take precedence and are to be applied.

DFO 3 amendment

11. DFO 3 has been amended to include a new discharge category – Vaccination. A copy of this amendment is provided in annex A.

Implementation timeframe

12. The implementation timeframe for members of the Armed Forces (excluding members on parental leave, but including members on sick leave, medically downgraded, or on leave without pay) is as follows:
- a. **No later than 24 Dec 21.** All members who are not vaccinated with both their first and second COVID-19 vaccinations are to be notified that:
 - (1) they do not meet the COVID-19 vaccination requirement; and
 - (2) that discharge (category Vaccination) will be initiated if they are not vaccinated with both their first and second COVID-19 vaccinations by 2359 28 Feb 22.

² CDF Directive 14/2021 – Addressing incomplete vaccination baseline status: Process for commanders and approving authorities, dated 7 Jul 21.

³ CPO Administrative Instruction 04/2021, – Addressing incomplete vaccination baseline status: Process for commanders and approving authorities, dated 8 Jul 21.

- b. **17 Jan 22.**
 - (1) Members posted within New Zealand who are not vaccinated with at least one dose of an approved COVID-19 vaccine or where vaccination status is unknown, are to be stood down from duty.⁴
 - (2) Members who are overseas (on posting, deployment or flexible working arrangement) and not vaccinated with both their first and second COVID-19 vaccination are to be:
 - (a) stood down from duty; and
 - (b) notified that their overseas posting, deployment or flexible working arrangement is cancelled with effect with 17 Jan 22, and
 - (c) returned to New Zealand no later than 28 Feb 22.
 - c. **31 Jan 22.** Members who do not have their first and second COVID-19 vaccination are to be notified that they will be discharged (category Vaccination) with effect 1 Mar 22, if they have not received their first and second COVID-19 vaccination by 2359 28 Feb 22.
 - d. **1 Mar 22.** Terminal date for members who are not vaccinated with both their first and second COVID-19 vaccination.
13. The implementation timeframe for members of the Armed Forces on parental leave is as follows:
- a. **No later than 16 Jan 22.** Members who are on parental leave and not vaccinated with both their first and second COVID-19 vaccination are to be notified that:
 - (1) they do not meet the COVID-19 vaccination requirement, and
 - (2) discharge (category Vaccination) will be initiated if their parental leave ends on 1 Mar 22, or later, and they are not vaccinated with both their first and second COVID-19 vaccinations by their last day of parental leave.

Member initiated release

- 14. Members who do not have their first and second COVID-19 vaccination may initiate their own release⁵ with a Terminal Date no later than 28 Feb 22.
- 15. If the release process is not completed by 2359 28 Feb 22 and the member is not vaccinated with both their first and second COVID-19 vaccination, the member is to be discharged (category Vaccination) with effect 1 Mar 22.

⁴ COVID-19 leave (paid) is to be applied for the period stood down for Regular Force. Stood down for members of the Reserve Force means that they are no longer permitted to attend training or otherwise carry out work for the NZDF.

⁵ DFO 3, part 8, chapter 11, section C.

Responsibilities

- 16. Service Chiefs or delegate not below BRIG(E) are the approval authority for discharge category - Vaccination.
- 17. CPO is responsible for co-ordinating the implementation of this Order.

Administration

- 18. CPO Administrative Instruction 05/2021 provides direction regarding the application of this Directive.

Cancellation

- 19. This Directive is cancelled with effect 31 Dec 22.



KR SHORT
Air Marshal
Chief of Defence Force

Annex

- A. DFO 3 amendment – Discharge category Vaccination

Enclosure

- 1. CPO Administrative Instruction 05/2021

Distribution:

- VCDF
- CN
- CA
- CAF
- COMJFNZ
- COS HQNZDF
- AC SCE
- AC CAP
- CDI
- DDLS
- CDSM
- CFO
- CPO
- CJDS
- DDPA
- AC DHR

DFO 3 AMENDMENT– DISCHARGE CATEGORY VACCINATION

DFO 3 Part 11 Chapter 8: Departing the NZDF (Military)	
Discharge - Vaccination	
Paragraph	New provision
11.8.189	Introduction A member of the Armed Forces who declines to be vaccinated in accordance with the COVID-19 Public Health Response (Specified Work Vaccinations) Order 2021, is to be discharged using the category Vaccination.
11.8.190	ROSO or Bond All outstanding ROSO or Bonds are waived.
11.8.191	Reserve liability Reserve liability is waived.
11.8.192	Endorsement of service record The following terminology applies to the member's Record of Service: (1) Discharge reason code: Vaccination. (2) Record of service endorsement: Having satisfactorily completed years' service.
11.8.193	Approving authority The approving authority is single Service Chief, or delegate.

Amendment to DFO 3 Part 11 Chapter 8: Departing the NZDF (Military)

APPROVED



KR SHORT
Air Marshal
Chief of Defence Force

20 DEC 21

**DEFENCE HUMAN RESOURCES
CHIEF PEOPLE OFFICER**

17 Dec 21

HQNZDF 5145

See distribution

**CPO ADMINISTRATIVE INSTRUCTION 05/2021
IMPLEMENTATION OF VACCINE MANDATE – MEMBERS OF THE ARMED FORCES**

Authority

1. Administrative Instruction 05/2021 is issued by CPO.

Applicability

2. This Administrative Instruction is a General Order to members of the Armed Forces, and instructions to the Civil Staff.

Purpose

3. The purpose of this Administrative Instruction is to implement CDF Directive 31/2021.
4. Any member of the Armed Forces who elects to not be vaccinated with the COVID-19 vaccination, is to be discharged from the NZDF.

Cancellation of CDF Directive 14/2021¹ and CPO Administrative Instruction 04/2021²

5. CDF Directive 14/2021 and CPO Administrative Instruction 04/2021 are cancelled with effect the date of CDF Directive 31/2021.
6. All unvaccinated members of the Armed Forces who are under a process of review, discharge or waiver, in accordance with CDF Directive 14/2021 and CPO Administrative Instruction 04/2021 are to have the process stopped. The Orders in CDF Directive 31/2021 and this Administrative Instruction take precedence and are to be applied.

Discharge category - Vaccination

7. DFO 3 has been amended to include a new discharge category – Vaccination. A copy of this is provided in annex A.

Responsibilities

8. Service Chiefs or delegate not below BRIG(E) are:
 - a. responsible for implementation of CDF Directive 31/2021 and CPO Administrative Instruction 03/2021, and

¹ CDF Directive 14/2021 – Addressing incomplete vaccination baseline status: Process for commanders and approving authorities, dated 7 Jul 21.

² CPO Administrative Instruction 04/2021, – Addressing incomplete vaccination baseline status: Process for commanders and approving authorities, dated 8 Jul 21.

- b. the approving authority for discharge category – Vaccination.
9. AC DHR is responsible for:
- a. co-ordinating the implementation of CDF Directive 31/2021, and
 - b. providing guidance and direction regarding the administrative processes to be applied to manage the discharge of members who are not vaccinated.

Implementation time frame

10. The implementation time frame for members of the Armed Forces (excluding members on parental leave, but including members on sick leave, medically downgraded, or on leave without pay) is as follows:
- a. **No later than 24 Dec 21.** All members who are not vaccinated with both their first and second COVID-19 vaccinations are to be notified that:
 - (1) they do not meet the COVID-19 vaccination requirement, and
 - (2) that discharge (category Vaccination) will be initiated if they are not vaccinated with both their first and second COVID-19 vaccinations by 2359 28 Feb 22.
 - b. **17 Jan 22.**
 - (1) Members posted within New Zealand who are not vaccinated with at least one dose of an approved COVID-19 vaccine or where vaccination status is unknown, are to be stood down from duty.³
 - (2) Members who are overseas (on posting, deployment or flexible working arrangement) and not vaccinated with both their first and second COVID-19 vaccination are to be:
 - (a) stood down from duty, and
 - (b) notified that their overseas posting, deployment or flexible working arrangement is cancelled with effect with 17 Jan 22, and
 - (c) returned to New Zealand no later than 28 Feb 22.
 - c. **31 Jan 22.** Members who do not have their first and second COVID-19 vaccination are to be notified that they will be discharged (category Vaccination) with effect 1 Mar 22, if they have not received their first and second COVID-19 vaccination by 2359 28 Feb 22.
 - d. **1 Mar 22.** Terminal date for members who are not vaccinated with both their first and second COVID-19 vaccination.

³ COVID-19 leave (paid) is to be applied for the period stood down for Regular Force. Stood down for members of the Reserve Force means that they are no longer permitted to attend training or otherwise carry out work for the NZDF.

11. The implementation timeframe for members of the Armed Forces on parental leave is as follows:
- a. **No later than 16 Jan 22.** Members who are on parental leave and not vaccinated with both their first and second COVID-19 vaccination are to be notified that:
 - (1) they do not meet the COVID-19 vaccination requirement, and
 - (2) discharge (category Vaccination) will be initiated if their parental leave ends on 1 Mar 22, or later, and they are not vaccinated with both their first and second COVID-19 vaccinations by their last day of Parental leave.

Administration

12. The provisions of DFO 3, part 11, chapter 8 – Departing the NZDF (Military) are to be applied to all members of the Armed Forces being discharged category Vaccination. In addition, the following administrative process is also to be applied:
- a. **Stand-down period.** With effect from 17 Jan 22, all members of the Armed Forces who are not vaccinated with at least one dose of an approved COVID-19 vaccine or where vaccination status is unknown, are to be stood down from duty, as follows:
 - (1) Regular Force. The member is to be placed on COVID-19 Leave.
 - (2) Territorial Force. Members are not to attend any training or duty periods and are not to be paid.
 - b. **Vaccination exemption.** If a member applies for a vaccination exemption,⁴ the discharge (category Vaccination) process is to proceed. The discharge (category Vaccination) process is to stop if a vaccination exemption is granted by the Director-General of Health.
 - c. **Member advises that they will be vaccinated.** If an unvaccinated member advises that they will be vaccinated, the discharge (category Vaccination) process is to proceed. The discharge (category Vaccination) process is to stop when confirmation has been received from the Defence Health Directorate that the member has received both the first and second COVID-19 vaccination.
 - d. **Member initiated release.** If a member initiates their own release⁵ and the approving authority approves a Terminal Date no later than 28 Feb 22, the release process is to be applied.

Points of contact

13. Any queries or request for clarification are to be directed to the single Service point of contact:
- a. Navy, CDR SH Kingsbury;
 - b. Air Force, SQNLDR AC Wenden-Richardson; and

⁴ COVID-19 Public Health Response (Vaccinations) Order 2021, section 9B.

⁵ DFO 3, part 8, chapter 11, section C.

c. Army, MAJ TP To'ia.

Cancellation

14. This Administrative Instruction is cancelled on 31 Dec 22.



MD WESTON

BRIG

CPO

Annexes

A. DFO 3 amendment – Discharge category vaccination

Distribution:

VCDF

CN

CA

CAF

COMJFNZ

COS HQNZDF

AC SCE

AC CAP

CDI

DDLS

CDSM

CFO

CPO

CJDS

DDPA

AC DHR

17 DEC 21

DFO 3 AMENDMENT– DISCHARGE CATEGORY VACCINATION

DFO 3 Part 11 Chapter 8: Departing the NZDF (Military)	
Discharge - Vaccination	
Paragraph	New provision
11.8.189	<p>Introduction</p> <p>A member of the Armed Forces who declines to be vaccinated in accordance with the COVID-19 Public Health Response (Specified Work Vaccinations) Order 2021, is to be discharged using the category Vaccination.</p>
11.8.190	<p>ROSO or Bond</p> <p>All outstanding ROSO or Bonds are waived.</p>
11.8.191	<p>Reserve liability</p> <p>Reserve liability is waived.</p>
11.8.192	<p>Endorsement of service record</p> <p>The following terminology applies to the member’s Record of Service:</p> <p>(1) Discharge reason code: Vaccination.</p> <p>(2) Record of service endorsement: Having satisfactorily completed years’ service.</p>
11.8.193	<p>Approving authority</p> <p>The approving authority is single Service Chief, or delegate.</p>



Headquarters
New Zealand Defence Force
Defence House
34 Bowen Street
Wellington 6011
NEW ZEALAND

14 Dec 21

See Distribution List

CDF DIRECTIVE 33/2021

VACCINATION STATUS AS AN ENTRY REQUIREMENT TO CERTAIN DEFENCE AREAS

Authority

1. Issued by the Chief of Defence Force pursuant to section 25 of the Defence Act 1990.¹ This Directive takes effect from midnight 16 January 2022.

Applicability

2. This Directive applies to all Visitors to the Defence Areas prescribed in annex A. In this Directive “Visitor” means everyone, other than a “Defence Force worker”², and includes employees of contractors and other government departments who are occupants of the Defence Areas prescribed in Annex A to this Order, Limited Service Volunteers and members of the Cadet Forces.
3. Visitors at a workplace are required to comply with the orders in this Directive in order for the NZDF to comply with its obligations under the Health and Safety at Work Act 2015 (HSWA) and regulations.³
4. Visitors will be refused further access to Defence Areas for failure to comply with this order.

Scope

5. This order applies to the Defence Areas prescribed in Annex A to this order (hereafter Prescribed Defence Areas).
6. Nothing in this Order applies to CDF Directive 26/2021. In the event of a conflict, CDF Directive 26/2021 takes precedence.

¹ Issued to discharge the duties of the Chief of Defence Force as an officer of the Person Conducting a Business or Undertaking (PCBU) under the Health and Safety Work Act 2015.

² “Defence Force worker” has the meaning prescribed by the COVID-19 Public Health Response (Specified Work Vaccinations) Order 2021.

³ See Health and Safety at Work Act 2015 section 46(c): A person at a workplace must comply, as far as he or she is reasonably able, with any reasonable instruction that is given by the PCBU to allow the PCBU to comply with this Act or regulations.

Context

7. From 16 December 2021, the COVID-19 Public Health Response (Specified Work Vaccinations) Order 2021 (the Order) applies to all workers employed or engaged by the Defence Force (affected workers). Consequently all affected workers must have received their first dose of vaccine by the close of 16 January 2022 and their second dose by the close of 28 February 2022. Affected workers who are not vaccinated are not able to carry out certain work as defined in the Order.
8. Vaccination is a key control for reducing the spread and impact of the COVID-19 virus within the workplace and communal areas. A workplace where all persons present are vaccinated means that the likelihood of introducing and spreading the virus is reduced.
9. While there are other important concurrent control measures for a workplace to reduce risk of transmission to surrounding vaccinated workers (masks, testing, symptom screening, distancing etc), the presence of unvaccinated persons in the workplace is likely to facilitate workers contracting COVID-19.
10. An additional consideration is that NZDF workplace outputs will be significantly affected by any COVID-19 cases in its workforce. Regardless of the degree of illness experienced by the individual, they will be required to isolate, as will potential contacts, creating absences in the workplace. All of the control measures available to reduce the likelihood of COVID-19 infecting and being transmitted must be used to ensure workplaces remain safe and functional.
11. Given that all workers employed or engaged by the Defence Force must be vaccinated in accordance with the Order, it is necessary to ensure that other persons in the place of work are neither exposed to nor become a risk of transmitting COVID-19 within Prescribed Defence Areas to workers.

Situation

12. Commanders/Managers/Officers in charge of Prescribed Defence Areas must be enabled to discharge their obligations under HSWA to keep all personnel as safe as possible from the viral hazard and to ensure that the Defence Force can continue to provide services to the Government through limiting access to these areas to only those who have vaccination protection.
13. Accordingly, the purpose of this Directive is to ensure the health of members of the Armed Forces and Civil Staff and other workers by requiring that vaccination is a condition of entry to Prescribed Defence Areas for Visitors. This control measure adheres to the NZDF's duty of care to ensure the health and safety of its workers while at work and other persons in the place of work.⁴

⁴ Health and Safety at Work Act 2015, sections 36 and 37(1).

Coordinating Arrangements

14. **Orders.** Prescribed Defence Areas are places of work that require all Visitors to be vaccinated⁵ as a condition of entry.
15. Visitors who are not fully vaccinated must not enter Prescribed Defence Areas, without authority of the Officer in Charge of the Defence Area.
16. **Exemptions.** These orders do not apply to:
 - a. Children under 12, until such time as a vaccine is available for children under 12.
 - b. Students of schools in Prescribed Defence Areas, for the purposes of attending school.⁶
 - c. Unvaccinated dependents or spouse of a member of the Armed Forces or Civil Staff over the age of 12 who resides at a Defence house located on a Prescribed Defence Area, for the time that dependent or spouse is going to or from that place of residence, accessing essential services or dropping students to and from school or other childcare within a Prescribed Defence Area.⁷ This exemption does not permit such persons to access other parts of the Prescribed Defence Area including common areas on such as gyms, swimming pools or other recreational facilities.
 - d. Emergency services (Police, Fire and Emergency NZ or Ambulance Service) wishing to enter a Prescribed Defence Area for emergency purposes, and all other persons exercising statutory rights or powers.
 - e. Unvaccinated veterans or their spouses or dependants from accessing support from Veterans' Affairs New Zealand.
 - f. Persons accessing Defence Recruiting sites for the purpose of recruitment into the Armed Forces.
 - g. Any other person specifically permitted by the Officer in Charge of the Defence Area (for example, persons appearing in the Court Martial of New Zealand, or legal counsel visiting clients in the Services Correctional Facility).
 - h. For consistency of application, exemption decisions are to be registered with the NZDF COVID-19 Management Group who are to consolidate medical, safety and legal advice and maintain an approved exemption register.

Responsibilities

17. Officers in Charge of Prescribed Defence Areas are to display clearly visible signage at entry points advising that full vaccination is a condition of entry.
18. In granting access in accordance with para 16.g. the Office in Charge is to take all reasonable steps to maintain safety.

⁵ As defined in COVID-19 Public Health Response (Vaccinations) Order 2021 (the Order), clause 4: *"in relation to an affected person, means the person has received all of the doses of COVID-19 vaccine or combination of COVID-19 vaccines specified in the first column of the table in Schedule 3 [of the Order] administered in accordance with the requirements specified for that vaccine or combination of vaccines in the second column of that table."*

⁶ Workers at schools on Defence Areas are also be subject to the COVID-19 Public Health Response (Vaccinations) Order 2021

⁷ Essential services include access to groceries and medical care where that service is not available locally outside of the Prescribed Defence Area.

19. **Ascertaining vaccination status.** For the purposes of authorising entry onto a Prescribed Defence Area, security guards⁸, and other persons who have been issued an MD4 from the Officer in Charge, responsible for controlling entry into Prescribed Defence Areas:
 - a. are authorised to ask Visitors who seek to enter the Defence Area to disclose their vaccination status;
 - b. must refuse entry to those Visitors who refuse to disclose their vaccination status, are not vaccinated, or do not have a "My Vaccine Pass" issued by the Ministry of Health, except with the express authority of the Officer in Charge of the Defence Area.
20. Persons responsible for controlling entry into Prescribed Defence Areas are **not** authorised to:
 - a. collect or record a Visitor's vaccination status; or
 - b. ask for a Visitor's vaccination status for any purpose other than for the purpose of authorising or refusing entry onto a Defence Area.
21. Visitors who work in a Prescribed Defence Area who consent to their vaccination data being added to their NZDF access swipe card and are vaccinated may access uncontrolled entry points to Prescribed Defence Areas.
22. Where a Prescribed Defence Area does not have a controlled entry point, the host of the visitor is to ensure the visitor meets the requirements of this directive when entering the Prescribed Defence Area.

Cancellation and disposal instructions

23. This Directive will be cancelled when revoked or replaced.



KR SHORT
Air Marshal
Chief of Defence Force

Distribution:

VCDF
CN
CA
CAF
COMJFNZ
CoS HQNZDF

⁸ Either members of the Civil Staff or engaged as contractors (eg First Security)

UNCLASSIFIED

DCN
DCA
DCAF
AC SCE
AC CAP
CDI
DDLS
CMO
CDSM
CFO
CPO
CJDS
DDPA

UNCLASSIFIED

Defence Areas requiring fully vaccinated status as a requirement of entry

1. Headquarters New Zealand Defence Force (HQNZDF) Defence Area.
 - a. Defence House, 34 Bowen Street, Thorndon, Wellington.
 - b. Those parts of 25 Victoria Street, Petone, Lower Hutt which are occupied by the New Zealand Defence Force.
 - c. Those parts of 6 Hurring Place, Ngauranga, Wellington, which are occupied by the New Zealand Defence Force.
 - d. NZDF Taranaki, corner of Taranaki and Buckle Streets, Wellington.
 - e. Those parts of 2 The Terrace, Wellington, which are occupied by the New Zealand Defence Force
 - f. Those parts of 40-44 Bloomfield Terrace, Lower Hutt, which are occupied by the New Zealand Defence Force.
2. Headquarters Joint Forces New Zealand (HQJFNZ), Seddul Bahr Road, Trentham.
3. Hokowhitu Defence Area
 - a. Hokowhitu Defence Centre, Awanui Building, Hokowhitu Campus, Palmerston North.
 - b. Palmerston North Recruiting Centre, Hokowhitu Tower Block, Palmerston North.
4. Waiouru Defence Area.
 - a. Waiouru Military Training Area and Camp, State Highway 1, Waiouru including
 - i. those NZDF properties in the Waiouru Defence Housing Area; and
 - ii. Waiouru Explosives Storage Depot, State Highway 1, Waiouru.
 - b. Defence Communications Facility IRIRANGI (Transmit), Waiouru, State Highway 1.
 - c. Defence Communications Facility IRIRANGI (Receive), 5 km South of Waiouru at Wairuhe Road, Waiouru.
 - d. National Army Museum, State Highway 1, Waiouru.
5. Trentham Defence Area.
 - a. Trentham Military Camp, Messines Avenue, Trentham, Upper Hutt including
 - i. Trentham ranges (formerly the Trentham Rifle Range Reserve), Trentham, Upper Hutt
 - ii. Davis Field, Messines Avenue, Trentham, Upper Hutt; and
 - iii. those NZDF properties within the Trentham Defence Housing Area.
 - b. Messines Defence Centre, including the office blocks, conference centre, barrack and accommodation blocks, plant room and amenities.
 - c. Those parts of the buildings formerly known as the 'Central Institute of Technology', which are occupied by the NZDF, Somme Road, Upper Hutt.
 - d. Mangaroa Defence Housing, Parkes Line Road, Mangaroa, Upper Hutt.
 - e. Point Jerningham, Carlton Gore Road, Roseneath, Wellington.
 - f. Torrens House, Trentham, Upper Hutt

UNCLASSIFIED

6. Linton Defence Area.
 - a. Linton Military Camp, Camp Road, Linton, Palmerston North including those NZDF properties in the Linton Defence Housing Areas (excluding the Community Centre Building).
 - b. Mako Mako Training Areas, Eisings Road, Pahiatua.

7. Burnham Defence Area
 - a. Burnham Military Camp, Aylesbury Road, Burnham, Christchurch including
 - i. Those NZDF properties within the Burnham Defence Housing Area;
 - ii. 189 Paddock training facility, Burdens Road;
 - iii. Coronation Park, Aylesbury Road;
 - iv. Burnham Golf Club and Course, Aylesbury Road;
 - v. Aylesbury Range, Aylesbury Road;
 - vi. Magazine stores, Aylesbury Road;
 - vii. Lake Rudd; and
 - viii. Sewer Treatment Facility, State Highway 1.
 - b. Defence Communications Facility Weedons (Transmit), Jones Road, Weedons, Christchurch.
 - c. Defence Communications Facility West Melton (Receive), located approximately 10 km from Weedons Transmitter facility, Christchurch.
 - d. West Melton, Weapons Ranges, Old West Coast Road, West Melton, Christchurch.
 - e. Tekapo Military Training Area and Camp, State Highway 8, Lake Tekapo.
 - f. Glentunnel Depot, State Highway 77, Glentunnel.

8. 2/4 RNZIR Defence Area.
 - a. Nelson Army Regional Office, corner of Hardy and Rutherford Streets, Nelson.
 - b. Timaru Army Regional Office, George and Station Streets, Timaru.
 - c. Cromwell Army Regional Office, Cromwell Racecourse, Cromwell.
 - d. Waitati Rifle Range (closed), Miller Road, Waitati.
 - e. Dunedin Army Battalion HQ, 24 Bridgeman Street, Dunedin.
 - f. Invercargill Army Regional Office, 1 Fox Street, Invercargill.

9. 3/6 RNZIR Defence Area
 - a. Whangarei Army Area Office, 6 Okara Drive, Whangarei.
 - b. Whangarei Married Quarter, 7 West End Avenue, Whangarei.
 - c. Hamilton Army Regional Office, 106 Rostrevor Street, Hamilton.
 - d. Tauranga Army Battalion HQ, Eleventh Avenue and Devonport Road, Tauranga.
 - e. Those parts of 95 Devonport Road, Tauranga, which are occupied by the New Zealand Defence Force.
 - f. Tauranga Residential Site, 39 Greerton Road, Tauranga.
 - g. Rotorua Army Regional Office, 1224 Arawa Street, Rotorua.

10. 5/7 RNZIR Defence Area

UNCLASSIFIED

- a. Gisborne Army Regional Office, 341 Palmerston Road, Gisborne.
 - b. Sponge Bay Rifle Range (closed), Wainui Road, Sponge Bay.
 - c. New Plymouth Army Regional Office, 203-205 Devon Street East, New Plymouth.
 - d. Napier Army Regional Office HQ, 2B Farraday Street, Napier.
 - e. Rays Hill Rifle Range, State Highway 50, Rays Hill, Hastings.
 - f. Landguard Bluff Training Area, Landguard Road, Whanganui.
 - g. Whanganui Army Regional Office, 86 Maria Place Extension, Whanganui.
11. RNZAF Air Movements Christchurch Airport, Orchard Road, Christchurch.
12. RNZAF Base Ohakea Defence Area
- a. RNZAF Base Ohakea, State Highway 1, Ohakea including those NZDF properties in the Bulls Defence Housing Area, Bulls.
 - b. Those parts of Wellington Airport, Cochrane Street, Rongotai, which are occupied by RNZAF Air Movements Rongotai.
 - c. Raumai Air Weapons Range, Sandridge Road, Raumai.
 - d. Wilsons Road Earth Station, Wilsons Road, Ohakea.
 - e. The Band Room, 50 Wightman Road, Bulls.
 - f. Tangimoana Communications Unit, Tangimoana.
13. RNZAF Base Woodbourne Defence Area.
- a. RNZAF Base Woodbourne, State Highway 6, Renwick including those NZDF properties in the Woodbourne Defence Housing Area (excluding Marlborough Airport).
 - b. Dip Flat Training Area, State Highway 63, Rainbow Valley.
 - c. RNZAF Museum, 45 Harvard Avenue, Wigram, Christchurch.
14. HMNZS PEGASUS, Montreal Street, Christchurch including -
- a. Those parts of the Boat Shed at Cass Bay, Lyttelton, which are occupied by the New Zealand Defence Force.
15. HMNZS TOROA, 211 Saint Andrew Street, Dunedin.
16. HMNZS NGAPONA (Tauranga sub-unit), Port of Tauranga, Bay of Plenty
17. RNZAF Central Band Room, 23 Wigan Street, Wellington.
18. NZDF space in Datacom Facility, 14 Simsey Place, Te Rapa, Hamilton.
19. NZDF space in Datacom Facility, 6 Orbit Drive, Albany, Auckland.
20. NZDF space in Seagrove Receiver Site, 450 Seagrove Road, Waiau Pa.
21. Army Recruiting Centre Manukau, Westfield, Manukau, Auckland

UNCLASSIFIED

22. Those parts of 248 Cumberland Street, Dunedin, which are occupied by the New Zealand Defence Force (Defence Recruiting).

UNCLASSIFIED