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OIA-2026-5975

6<sup>th</sup> October 2026

[REDACTED]  
[REDACTED]

Dear [REDACTED]

I refer to your email of 10 September 2026 requesting a copy of the curriculum for a *Site Manager's course* provided by the New Zealand Army. Your request has been considered in accordance with the Official Information Act 1982 (OIA).

The New Zealand Army does not have a 'site manager course', but it does have a Task Manager, RNZE course. The course structure is outlined below:

- COG 1 Legislation and Guidance
  - LO 1.1 Describe NZ Acts, Regulations, Codes and Standards *PL 1*
  - LO 1.2 Describe Current NZ Construction Legislation *PL 1*
  - LO 1.3 Describe Individual Research and Professional Development *PL 1*
- COG 2 Plan a Task
  - LO 2.1 Describe the NZDF Works System *PL 1*
  - LO 2.2 Conduct Pre-Task Administration *PL 2*
  - LO 2.3 Describe Organising Task Reconnaissance *PL 1*
  - LO 2.4 Explain Reconnaissance Report Production *PL 1*
  - LO 2.5 Conduct General Task Administration *PL 2*
  - LO 2.6 Explain Health and Safety Documentation Preparation *PL 2*
- COG 3 Manage a Task
  - LO 3.1 Describe Task Information Communication *PL 1*
  - LO 3.2 Conduct Administration During a Task *PL 2*
  - LO 3.3 Explain Task Handover *PL 1*
- COG 4 Conduct Post Task Administration
  - LO 4.1 Describe Reporting on Task Personnel *PL 1*
  - LO 4.2 Describe the Requirements for Maintaining Stores and Equipment *PL 1*
  - LO 4.3 Explain End of Task Report Contents *PL 1*

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](http://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