



## Green Army Frequently Asked Questions

The Green Army is a hands-on, practical environmental action program that supports local environment and heritage conservation projects across Australia. It's an initiative for young Australians aged 17-24 years interested in protecting their local environment. Participants will receive an allowance and gain practical skills, training and experience in environmental and heritage conservation fields. The Green Army Program will close on 30 June 2018. There are still opportunities to engage in Green Army projects that were previously announced.

**Click on any of the questions below to find out more about the program.**

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## **PARTICIPANTS**

### **Who can apply?**

If you are aged between 17-24 years and are an Australian citizen or permanent resident you can apply. Participants may be a school leaver, gap year student, graduate, Indigenous person, an unemployed job seeker or a person with disabilities.

### **The Green Army is open to 17 -24 year olds. Can I apply for the Green Army if I'm 16 or 25 years of age?**

Yes, as long as you turn 17 before your Green Army project starts. If you turn 25 after your project has begun you are still eligible to be part of the Green Army.

If a remote Project depends on the involvement of participants outside the 17-24 year old age bracket, the Department may, at its absolute and sole discretion, approve the engagement of older participants. This will only be approved in exceptional circumstances where requested jointly by a Service Provider and Project Host. These exceptional circumstances are limited to Indigenous participants who bring Indigenous cultural knowledge critical to delivering successful Project outcomes. Consideration will only be given after a Project has been approved by the Minister for the Environment and Energy.

### **How do I get involved?**

To get involved in the Green Army as a Participant, you will need to contact a Service Provider operating in your state or territory. Contact details of Service Providers are listed on the Green Army website: [www.environment.gov.au/green-army](http://www.environment.gov.au/green-army).

You are encouraged to read the Green Army participant fact sheet available on the website. You can also subscribe to the Green Army mailing list by emailing "subscribe" to [GreenArmy@environment.gov.au](mailto:GreenArmy@environment.gov.au) to keep up-to-date with the latest information.

### **What will I be doing?**

Participants will be involved in activities such as weeding, planting, mulching, seed collecting, plant propagation, cleaning up creeks and rivers, erosion control and conserving cultural heritage places.

### **How much will I get paid?**

The Green Army allowance is aligned with the National Training Wage. The allowance ranges from \$625.80 to \$1015.20 a fortnight, depending on a Participant's age and educational level. All allowances are considered taxable income and you will receive a pay as you go (PAYG) withholding summary at the end of the financial year.



### **Why will I be paid below the minimum wage?**

The Green Army allowance is not a wage. The Green Army is a voluntary initiative, not an employment program. The Green Army is a work-experience style program and payment is aligned with the National Training Wage, and is higher than NewStart and Youth Allowance.

### **Do I have to give up my income support if I join the Green Army?**

If you receive income support you can choose to participate full-time in the Green Army Program as an alternative to that support. The Green Army allowance is higher than income support such as NewStart and Youth Allowance. If you participate on a part-time basis, you can elect to take either a pro-rata Green Army allowance or your income support.

### **I already have a part-time job; can I also join the Green Army?**

Yes, as long as you can meet the hours required by the Green Army.

### **Will I get qualifications?**

Yes. As part of the Project and in negotiation with the Service Provider, you will be given the opportunity to undertake training towards a Certificate I or II qualification or nationally endorsed skills set.

### **What training will I get when I join?**

You will complete training in first aid and Work Health and Safety before starting a Project. In addition to on-the-job skills development, there will be opportunities for vocationally oriented, accredited training delivered by a Registered Training Organisation under the Australian Qualifications Framework. Training could include work readiness, conservation and land management, heritage conservation, leadership, project and human resource management and trades (such as heritage trade skills).

### **What sort of hours will I work?**

Participants will generally be engaged full time for up to 30 hours, five days per week, for a Project lasting between 20 and 26 weeks. In general, Participants are required to make a full-time commitment to attend for 30 hours per week. Part-time participation of between 15 and 29 hours per week is not encouraged but may be negotiated under exceptional circumstances. All requests for approval for part-time participation will be considered on a case-by-case basis by the Service Provider in consultation with the Department of the Environment and Energy.

### **Is training, travel and breaks included in the 30 hours per week of Participant attendance?**

Participants will be engaged in Projects for a maximum of 30 hours each week, or 6 hours each day. Included in the 30 hours of attendance is all training as agreed in individual training plans as well as travel to or from training venues, morning and afternoon breaks of 15 minutes each and travel



between multiple Project sites. Not included in the 30 hours is a lunch break of a minimum of 30 minutes each day and travel by Participants to and from the Project site or other meeting point as specified by the Service Provider.

### **What's in it for me?**

Being part of a team will provide you with skills, training and experience that will support your future career prospects. You will have the opportunity to undertake on-the-project skills development and be supported to obtain Certificate I and II qualifications where possible. You will receive an allowance and gain valuable experience in the environment or heritage conservation fields. You will also be contributing to a nationwide effort to improve Australia's environment.

### **Is Green Army part of Work for the Dole?**

No. The Program is an environmental and training program, not an employment program. Participation is on a voluntary basis.

### **Why aren't Participants considered to be workers or employees of the Commonwealth?**

Participants are undertaking voluntary work experience like activities, as opposed to formal employment, traineeships or apprenticeships.

Participants of the Green Army Program will be afforded the relevant protections under existing state and territory legislation, any applicable Commonwealth laws and Australian anti-discrimination laws.

### **How am I protected against discrimination or workplace bullying?**

Participants are covered by relevant state and territory anti-discrimination laws. Participants are entitled to the protections afforded by the *Racial Discrimination Act*, the *Sex Discrimination Act* and the *Age Discrimination Act*.

### **Will I be entitled to sick leave?**

Yes. If you are unable to attend a Green Army placement because of illness, you will continue to receive your Allowance for up to a maximum of ten days during a 26 week placement subject to provisions stated at Part 9 of the Program Guidelines. These ten days of 'personal leave' also includes compassionate leave to be with a family member who contracts, sustains or develops an illness or injury that poses a serious threat to life, crisis leave for urgent or unforeseen accidents or personal emergencies and bereavement leave to attend funerals.

### **Am I responsible for getting myself to and from Project sites?**

Participants are responsible for getting to the Project meeting location nominated by the Service Provider. From the meeting location, local transport costs will be covered by Service Providers to transport teams on a daily basis between Project sites or to training venues.



### **Can I do more than one Project?**

Yes, once you complete a Project you are eligible to apply for another, however, priority may be given to those who have not yet been part of a Project.

### **Is the Green Army open to Participants with a disability?**

Yes. Young people with disabilities are eligible to participate in the Green Army.

### **Is Green Army open to Participants from non-English speaking backgrounds?**

Yes. To be eligible for the Program, however, you must be an Australian citizen or a permanent resident.

### **Will interpreting services be provided?**

Interpreting services will be provided at the discretion of the Service Provider. If a Participant from a non-English speaking background requests the presence of an interpreter during any counselling or disciplinary session, the Service Provider must agree to and facilitate the request.

### **Will religious and cultural customs be observed? (For example: prayer breaks)**

Participants should discuss any religious and cultural requirements with the Service Provider during negotiation of their Participant Agreement, and with their Team Supervisor at the start of their placement. Wherever possible, the Service Provider is required to accommodate legitimate cultural sensitivities and familial responsibilities of Participants. The Service Providers will also conduct cultural awareness training where Teams have Indigenous and non-Indigenous Participants or where activities concern Indigenous communities, heritage or places.

## **TEAM SUPERVISORS**

### **I'd like to be a Team Supervisor. How do I get involved?**

To get involved in the Green Army as a Team Supervisor, you will need to contact a Service Provider operating in your state or territory. Contact details of Service Providers are listed on the Green Army website: [www.environment.gov.au/green-army](http://www.environment.gov.au/green-army). You can also subscribe to the Green Army mailing list by emailing [GreenArmy@environment.gov.au](mailto:GreenArmy@environment.gov.au) to keep up-to-date with the latest information.

### **What sort of work will I be doing?**

Team Supervisors will direct Project tasks, supervise the team and help Service Providers manage the Project. Team Supervisors will assist Project Hosts and Service Providers to report on Projects.



### **What will I be paid?**

Team Supervisors will be recruited by Service Providers and paid according to their skills, qualifications and experience.

### **What qualifications should I have?**

Team Supervisors must have the skills and experience to provide effective supervision and care of the health, welfare and safety of Participants, including the skills to facilitate particular training needs of the Participants. Supervisors must have a current First Aid Certificate and accredited Work Health and Safety training.

### **Who do I report to?**

Team Supervisors will report to their Service Provider.

### **How old do I need to be to become a Team Supervisor?**

You must be at least 18 years old to be a Team Supervisor.

## **WORK HEALTH AND SAFETY**

### **What workplace safety measures are in place?**

The relevant statutes, regulations, by-laws and requirements of the Australian, state and territory governments in respect to Work Health and Safety will govern activities under the Program. Service Providers and Project Hosts will be required to hold relevant insurances. The Commonwealth will also take out personal accident and public and products liability insurance for Green Army Participants.

### **Why aren't Participants covered by the *Fair Work Act*, the *Commonwealth Work Health and Safety Act* and the *Commonwealth Safety Rehabilitation and Compensation Act*?**

Participants are not covered under the *Fair Work Act* because they are not employees. They are undertaking work experience style activities on an environment and training program.

Participants are entitled to the protections afforded by their relevant State or Territory Work Health and Safety Act. Participants are also entitled to the protections afforded by the *Racial Discrimination Act*, the *Sex Discrimination Act* and the *Age Discrimination Act*.

If Participants are forced to leave the program as a result of unfair or oppressive conduct by a Service Provider, their Social Security entitlements would not be disadvantaged.





### **What protections are in place to stop discrimination and workplace bullying?**

All applicable legal protection, such as Australia's anti-discrimination laws, will continue to apply. Participants are entitled to the protections afforded by the *Racial Discrimination Act*, the *Sex Discrimination Act* and the *Age Discrimination Act*.

### **Who is responsible for Work Health and Safety aspects of the Program?**

The Service Providers hold primary responsibility for the health and safety of teams. Project Hosts may also have shared responsibility for providing a safe work environment for teams, including safe access to the site where work is being carried out.

The Australian Government has set the overarching Work Health and Safety framework within which Work Health and Safety issues are to be managed.

### **What Work Health and Safety measures is the Australian Government putting in place?**

The safety and wellbeing of Green Army Participants is of paramount importance to the Australian Government. We want all Participants – and their parents or guardians – to feel confident they are entering a safe working environment and know that appropriate protections and safeguards are in place. The Australian Government has worked very closely with the Service Providers to ensure a range of workplace safety procedures are in place, including an agreed risk management framework for Project delivery. The Australian Government has also engaged independent Work Health and Safety auditors who are implementing a compliance scheme, involving audits of Service Providers' Work Health and Safety Management Systems and on-ground Project delivery arrangements.

### **Will chainsaws, hedge trimmers and other motorised machinery be available for Participants to use?**

If the Service Provider permits the use of these tools, they will only be available to suitably qualified Participants under appropriate supervision

### **Will firearms be used for Green Army Projects?**

No. The Green Army Program will not support activities which involve the use of firearms or present significant risk to the health and safety of participants.

### **What happens in the case of an on the job accident or injury?**

Team Supervisors are required to hold a current First Aid Certificate and to have undertaken accredited Work Health and Safety training. When dealing with accident and injury supervisors will follow procedures outlined in an agreed risk management framework.



To ensure Participants are covered, Service Providers will hold relevant insurances and the Commonwealth has also purchased personal accident, public and products liability insurance coverage for Green Army Participants whilst on their Projects.

## **PROPOSALS, PROJECTS AND PROJECT HOSTS**

### **What is a Project Host?**

A Project Host is an applicant, whose proposal(s) or project(s) have been approved and who has entered into an agreement with a Service Provider to deliver one or more approved Green Army project(s).

### **How were Green Army proposals and projects selected?**

Proposals and projects were assessed by the Department against the eligibility, selection and suitability criteria set out in the relevant round of the *Green Army Project Guidelines*, to ensure the final selection of projects met the Program's objectives.

Each application was assessed by at least two Australian Government assessors.

Following assessment, an independently chaired Moderation and Business Allocation Panel considered the assessed proposals and projects and provided recommendations to the Minister. The Minister then made a decision on the proposals and the projects to be supported through the Program.

### **What sort of proposals and projects were considered?**

The Program aimed to support proposals and projects that had a clear environment or heritage conservation focus. Projects must contribute to Australia's national and international environmental priorities and obligations and have offered participants a variety of practical experiences.

### **Where are proposals/projects being undertaken?**

Projects are being carried out across urban, regional and remote Australia on public land, Indigenous-held lands, or private land where there is a clear community and environmental or heritage benefit.

### **Is a proposal/project disadvantaged due to its remote location?**

A proposal or project will not be disadvantaged due to its location. The Government acknowledges there may be challenges in successfully delivering projects in remote locations. These challenges may include long distances, low population density, or limited availability of expertise.

Service Providers have been assessed and engaged on their ability to successfully deliver projects across Australia on a state by state basis, including in remote locations. Applicants are encouraged to talk to a Service Provider to discuss any specific needs for their proposal/project(s).



If a remote project depends on the involvement of participants outside the 17-24 year old age bracket, the Department may, at its absolute and sole discretion, approve the engagement of older participants. This will only be approved in exceptional circumstances where requested jointly by a Service Provider and Project Host. These exceptional circumstances are limited to Indigenous participants who bring Indigenous cultural knowledge critical to delivering successful project outcomes. Consideration will only be given after a project has been approved by the Minister for the Environment. The Department may also approve smaller teams to support delivery in remote areas.

### **What are my responsibilities as a Project Host?**

The roles and responsibilities of Project Hosts are outlined in the *Green Army Round Five Project Guidelines*. Roles and responsibilities will be further detailed in the project agreement that will be negotiated between the Project Host and the Service Provider. An example of a project agreement is available on the Green Army website at: [www.environment.gov.au/land/green-army/projects/round-5](http://www.environment.gov.au/land/green-army/projects/round-5).

Project Hosts must obtain written consent from land owners/managers (where they are not the land owner/manager) as well as any relevant permits to undertake project activities, prior to project commencement. Applicants were asked to declare they are able to do this on their application form.

Project Hosts need to work with Service Providers to develop Work Health and Safety (WHS) plans for projects and may have some shared responsibility for WHS of participants, depending on their involvement in the project and whether they have management responsibilities for the project site. The implementation of an appropriate project-specific WHS plan is a pre-condition to the commencement of projects. If a safe working environment cannot be provided to the Green Army team, the Department may require changes to project activities or terminate the project. Applicants also need to outline comprehensive project and WHS risks, along with mitigation strategies, in their application form to allow the Department to assess the level of risk involved in project delivery.

Project Hosts are not responsible for recruiting or supervising participants for the project. That is the role of Service Providers. It is the responsibility of the Service Provider to ensure that activities delivered by participants are executed safely and effectively, under adequate supervision and with adequate training.

Project Hosts are not responsible for reporting to the Department on project outcomes. This is the responsibility of Service Providers. Project Hosts are, however, asked to complete a short end-of-project survey to provide feedback on their experience with the Green Army.

### **What resources are provided if my proposal/project was approved?**

Project Hosts receive one Green Army team for each approved project, each of up to nine participants and one Team Supervisor to help deliver on-ground conservation activities for a period of 20 to 26 weeks.



Each team comes equipped with its own transport (to travel locally between project sites); basic materials, such as gloves, rakes and shovels; and any approved Project Consumables and Non-basic Materials.

Service Providers appointed by the Australian Government will cover the costs associated with the involvement of the team, such as participant allowances; supervisor wages; safety clothing and personal protective equipment; basic materials; first aid kits; Project Consumables and Non-basic Materials; participant training; and local transport costs.

### **Was cash funding available for Project Hosts through the Green Army Program?**

The Green Army is not a grants program. No cash funding has been provided to Project Hosts.

### **What are Project Consumables and Non-basic Materials?**

Project consumables include items such as seed, seedlings, mulch, or herbicides that are consumed by the project. Non-basic materials include items such as brush-cutters, hoes or chemical spray packs for use by participants. These will be retained by Service Providers for use on other projects. Project Consumables and Non-basic Materials do not include the acquisition or maintenance of assets, administrative costs, vehicle hire, community engagement activities, contractors and expert advice.

Project Consumables and Non-basic Materials have an average value of \$10,000 per project, directly support the delivery of the project's environmental and/or heritage objectives and are used as part of Green Army participant activities. The Department considered applicants' requests for materials valued at more than \$10,000 per project where they were eligible and justified.

Approved Project Consumables and Non-basic Materials are provided by the Service Provider in addition to basic materials. This is formally agreed in the project agreement between Project Host and their Service Provider.

### **Do I get to keep materials provided through the Green Army Program?**

Basic materials and requested Project Consumables and Non-basic Materials are provided by the Service Provider for the duration of project. Project Hosts do not get to keep these materials after project completion, unless agreed with their Service Provider.

### **What costs do Project Hosts cover?**

Applicants should provide the details of any other resources needed to successfully deliver the project, and how these resources will be made available (other than the basic materials and any requested Project Consumables and Non-basic Materials). This will require describing any in-kind or cash contributions that will be provided by the applicant or a third party to support delivery of the project, such as: workers or volunteers; expert advice; or additional materials and hardware. Contributions should be given an estimated dollar value. All costs should be identified inclusive of



GST. The resources contributed by the Project Host (a successful applicant) or third parties will be defined in the project agreement if the project is successful.

### **Who covers local transport costs?**

Local transport costs are covered by Service Providers to transport Green Army teams between project sites on a daily basis.

### **Do Project Hosts recruit and manage the participants?**

No. Green Army Service Providers recruit, deploy, provide allowances to, supervise and train participants. Service Providers are also responsible for employing Team Supervisors and managing and reporting on project activities to make sure projects are completed as described in the project agreement.

### **How were Project Hosts matched to Service Providers?**

Five Service Providers were engaged by the Department to deliver the Green Army Program. They are:

- Campbell Page Ltd and Skillset Ltd
- CoAct Ltd
- Conservation Volunteers Australia
- Manpower Services Ltd and Landcare Australia Ltd
- WorkSkil Australia Inc

Applicants were given the option to identify if their application was prepared in consultation with a specific Service Provider as part of the application process. While the Department made all reasonable efforts to align successful applicants with their preferred Service Provider, a number of factors influenced the allocation of a Service Provider to a successful application. Allocation of projects to Service Providers was at the sole and final discretion of the Department.

Following allocation of projects, the Service Provider then contacted the Project Host directly and they worked together to develop an agreement to deliver the project.

### **What is the project agreement between the Project Host and the Service Provider?**

The project agreement sets out the activities the Green Army Team will deliver according to a 20 to 26 week work schedule. The project agreement also details a risk management plan including risk management strategies, roles and responsibilities. The Service Provider initiates consideration of the project agreement by the Project Host.



### **What are the reporting requirements for Project Hosts?**

The Project Host will be asked to complete a short end-of-project survey outlining how the project has helped them to achieve their conservation and/or heritage outcomes. A link to the online survey will be provided by the Department through the Service Provider. The survey will also seek the Project Hosts' evaluation of their experience of working with a Green Army team and the Program more generally. Project Hosts do not have to report on the project outcomes to the Department through MERIT. This is the responsibility of the Service Provider.

### **What was the outcome of the review into the use of chainsaws and Schedule 7 poisons?**

The Department conducted two separate but related reviews into the use of 1) chainsaws and 2) Schedule 7 poisons, as defined in the Poisons Standard, where these materials are used by Green Army teams. The reviews were undertaken in conjunction with the Department's WHS advisor, Ernst and Young.

The reviews found there were no WHS reasons to ban or modify the use of chainsaws or of Schedule 7 poisons by Green Army teams. The Green Army is delivered under a comprehensive WHS framework which effectively controls the risks associated with the activities performed.



## 2016 ELECTION COMMITMENTS

### **I had a project announced by the Australian Government during the 2016 election. When will my project start?**

The Department has been contacting organisations since October 2016 to discuss the application process for these projects, and what dates projects will be able to start from.

If you require more information about this or have not received correspondence from the Department regarding your commitment, please contact the Department on 1800 780 730 or by email at [GreenArmy@environment.gov.au](mailto:GreenArmy@environment.gov.au).

## FUTURE FUNDING ROUNDS

### **Will there be further funding rounds announced?**

In late 2016 the Australian Government made the difficult decision to cease the Green Army Program, and as such there will be no further funding rounds.

The Government will continue to deliver on all projects committed to across Australia during the election campaign and from previous funding rounds. As of November 2017, there are still 135 local community projects to be delivered under the Green Army Program, offering over 1300 positions for young Australians to gain skills and experience in the conservation sector.

This commitment involves delivering almost 300 new local community projects under the Green Army Program over the next two years, offering close to 3,000 places for young Australians to gain skills and experience in the conservation sector.

### **What happened to Projects submitted for Round 5?**

Due to the Australian Government's decision to cease the Green Army Program, Round 5 was not continued. All applicants who submitted projects for Round 5 of the Green Army Program were informed of this decision.

### **Are there other opportunities to engage in environmental programs?**

There are further opportunities available for community groups to engage in environment programs through the Australian Government's National Landcare Program, the 20 Million Trees Program or their regional natural resource management organisation.

The Australian Government recently announced \$100 million for the National Landcare Program, in addition to the more than \$1 billion already invested from 2014-15. The National Landcare Program supports on-ground, sustainable land management practices to deliver long-term benefits to our communities, our environment, our economy and our country.



Australian Government



## CONTACTING THE DEPARTMENT

### For general enquiries and Project queries

Call the Green Army Hotline on **1800 780 730**

Email [GreenArmy@environment.gov.au](mailto:GreenArmy@environment.gov.au)

### Can I subscribe to a mailing list?

Yes, email "Subscribe" to [GreenArmy@environment.gov.au](mailto:GreenArmy@environment.gov.au) to sign up to the Green Army mailing list.