



CORPS ROUTINE ORDERS

Issued By
 Capt Pecore
 Commanding Officer

105 Royal Canadian Army Cadet Corps
 (7th Toronto Reg't, RCA)

RO # 02-24

1 February 2024

PART 1 – ADMINISTRATION

1. DUTY ROSTER

<u>Date</u>	<u>Duty Officer</u>	<u>Altn Duty Officer</u>	<u>Sr Duty NCO/M</u>
6 February 2024	CI Pecore	CV Brotohusodo	WO Bocarro
13 February 2024	Lt Hovenden	CV Weir	WO Chitta
20 February 2024	Capt Fung	CI Maitland	WO Danthurthy
27 February 2024	CI Brar	CV Pecore	WO Ganeva
5 March 2024	Lt Hovenden	CV Brotohusodo	WO Ghani

ADMIN/DUTY TASKS /SCHEDULE

1815 hrs	Set up duty/screening table and canteen table, confirm classrooms are unlocked,
1830 – 19:00hrs	Ensure all cadets sign in
1930 hrs	Set up of Canteen supplies and cashbox
19:00 – 19:35 hrs	First Training Period
2000 hrs	Give attendance to AdmO with confirmed numbers
19:35 – 20:05 hrs	Second Training Period
20:05 – 20:20 hrs	Break
2015 hrs	Give 5 minute warning to Cadets for end of break,
20:20 – 20:50 hrs	Third Training Period
2030 hrs	Put away canteen supplies and make note of inventory
2050 hrs	Closing Parade
2100 hrs	Confirm all classrooms are clean, empty all garbage bins inside building
21:30	Building closed

DUTY OFFICER TASKS / SCHEDULE

1815 hrs	Open key press and physically walk through the SCCC, including washrooms, noting any deficiencies. Unlock classrooms, periodic check in with Duty personnel.
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2110 hrs Confirm all classrooms are clean, empty all garbage bins inside building. Lock the key press and ensure all filing cabinets are locked and secure.

NOTE: STAR LEVEL CO-ORDINATORS: are responsible for ensuring that their respective classrooms are returned to the same condition that they found it at the beginning of the training night. All windows must be closed.

2. TRAINING

NIGHTLY TRAINING SCHEDULE

18:15hrs ~	Building Opens
18:30 -18:45hrs	Cadets Arrive
18:45 -19:00hrs	Class Attendance
19:00-19:35hrs	1 st Period
19:35-20:05hrs	2 nd Period
20:05-20:20hrs	Break
20:20-20:50hrs	3 rd Period
20:50-21:00hrs	Closing Parade
21:00-21:10hrs	Building Clean-up
21:10-21:20hrs	Duty Rounds
21:20hrs~	Building Closed

EVENTS OF THE MONTH

<u>Date</u>	<u>Time</u>	<u>Activity</u>	<u>Dress</u>
9 February 2024	17:00-20:00hrs	Legion Fish Fry	Civilian Clothing
10-11 February 2024	09:00 – 16:00hrs	Grocery Bagging	FTU's/Black dress pants/White dress shirt
24 February 2024	08:00 – 16:00hrs	Operation Popsicle	FTU – Winter See kit list when orders are issued
24 February	15:00 – 19:00hrs	Coldest Night Fundraiser	Civilian Clothing
25 February 2024	12:30 – 14:40hrs	Tri-Service Band Practice, Brampton	Civilian clothing

DRESS OF THE DAY

As specified below. All Personnel must check the Corps Facebook website weekly for changes as posted by the RSM.

6 Feb	Cadets – C1A (Full Dress Uniform*) with Medals – Officers C (DEU's with Medals)
13 Feb	Cadets – C5 (Field Training Uniform*) – Officers - CADPAT
20 Feb	Cadets – C5 (Field Training Uniform*) – Officers - CADPAT
27 Feb	Cadets – C5 (Field Training Uniform*) – Officers - CADPAT

*Note 1: If Cadet uniform is unavailable = White dress shirt / Black dress pants / Black Shoes

PART II – PERSONNEL

3. HEADQUARTERS

Capt S. Pecore is the Corps' CO and Area UPAR
Capt B. Fung is the Corps' DCO, Training Officer, RSO, Summer Training Coordinator & Marksmanship Coach
Lt M. Petruzzi is the Corps' Supply Officer, and RSO
Lt B. Hovenden is the Corps' Administration Officer and Band Officer
CV M. Weir-Cotnoir is the Corps' Co Green Star Coordinator, Safety Officer and Fire Warden
CI C. Pecore is the Corps' CO Green Star Coordinator, Drill Instructor and Drill Team Coach
CI T. Maitland is the Corps' Red Star Coordinator
CI S. Brar is the Corps' Silver Star Coordinator and Mess Committee Chair
CV A. Brotohusodo is the Corps' Gold Star Level Coordinator
CV O. Pecore is the Corps' Master Cadet Coordinator and Sports and Fitness Officer
Corps' RSM – CWO Bocarro
Corps' DSM – WO Soares
Corps' Drum Major – WO Derks
Training Sergeant Major – MWO Hovenden
Corps' Administration Sergeant Major – WO Guo
Corps' Quartermaster Sergeant Majors – WO Ohia, WO Jagora
Corps' Communication Sergeant Major – WO Zhou
Corps' Duty Sergeant Major – MWO Cummings
Corps' Sr Battery Sergeant Major – MWO Chaudry
Corps' Bravo Battery Sergeant Major – WO Patterson
Corps' Flag Party Commander - WO Hsu
Corps' Honour Guard Commander – WO Maitland
Corps Cadet Correspondent – WO Ohia
CV D. Boucher is the Corps' Support Committee President and Corps' Webmaster
CV A. Poon is the Corps' Support Committee Treasurer
CV L. Roach is the Corps' Support Committee Secretary
CV K. Ahmed is a Corps Support Committee Director
CV E. Maitland is a Corps Support Committee Director

4. PERSONNEL CHANGES

Taken On Strength (Joined the Unit)

<u>Last Name</u>	<u>First Name</u>	<u>TOS Date</u>
Yu	Mathew	2024-01-09 00:00:00
Yu	Tiancheng	2024-01-09 00:00:00
Jambhale	Krishna	2024-01-09 00:00:00
Khan	Maryam	2024-01-09 00:00:00
Patel	Krishna	2024-01-09 00:00:00
Brobbey	Esther	2024-01-09 00:00:00
Chaudhary	Kinza	2024-01-09 00:00:00

Khan	Abdullah	2024-01-09 00:00:00
Rodriguez Ramirez	Juan Esteban	2024-01-16 00:00:00
Arun Kumar	Aadesh	2024-01-16 00:00:00
Suara	Toluwalase	2024-01-16 00:00:00
Subudhi	Avantika	2024-01-16 00:00:00
Abdullah	Fazeel	2024-01-23 00:00:00
Ohia	Chinwe Joy	2024-01-23 00:00:00

Struck Off Strength (Left the Unit)

<u>Last Name</u>	<u>First Initial</u>	<u>SOS Date</u>
Kilich	Halid	2024-01-16
Raway	Haya	2024-01-16
Aravindan	Saisree	2024-01-23
Ashok Kumar	Bimesh	2024-01-23
Hassan	Aimal	2024-01-23
Ismail	Jana	2024-01-23
Jafri	Alireza	2024-01-23
Jain	Aakarsh	2024-01-23
Mahdi	Jana	2024-01-23
McDonald	Joshua	2024-01-23
Rashid	Shaheer	2024-01-23
Wasifuddin	Ibrahim	2024-01-23
Yadav	Shaurya	2024-01-23

TRANSFERS:

<u>Last Name</u>	<u>First Initial</u>	<u>Gaining Unit</u>	<u>Trans Date</u>
N/A			

PROMOTIONS:

<u>Last Name</u>	<u>First Name</u>	<u>New Rank</u>	<u>Date</u>
Huynh	Minh Khoi	MBdr	2024-01-04 00:00:00
Young	Owen	MBdr	2024-01-04 00:00:00

Ajayi-Ibitoye	Oluwapinrekanmi	MBdr	2024-01-04 00:00:00
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LOA (Leave of Absence):

<u>Last Name</u>	<u>First Name</u>	<u>Rank</u>	<u>Effective Date</u>
Dale	Eric	Sgt	2023-11-24

APPOINTMENTS:

<u>Appointment</u>	<u>Last Name</u>	<u>First Initial</u>	<u>Date</u>

AWARDS:

<u>Award</u>	<u>Last Name</u>	<u>First Initial</u>	<u>Date</u>

6. PERIODIC ITEMS

Nothing to report

CORPS ROUTINE ORDERS

**Issued By
Capt Pecore
Commanding Officer**

**105 Royal Canadian Army Cadet Corps
7th Toronto Reg't, RCA**

RO # 02-24

1 February 2024



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