



CORPS ROUTINE ORDERS

Issued By
Capt Pecore
Commanding Officer

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

RO # 9 – 23

1 November 2023

PART 1 – ADMINISTRATION

1. DUTY ROSTER

<u>Date</u>	<u>Duty Officer</u>	<u>Altn Duty Officer</u>	<u>Sr Duty NCO/M</u>
7 Nov	CI Pecore	CV Brotohusodo	WO Iskandarani
14 Nov	Lt Petruzzi	CV Weir	WO Ismail
21 Nov	Capt Fung	CI Pecore	WO Jagora
28 Nov	CI Brar	CV Pecore	Sgt Joseph

DUTY SM TASKS /SCHEDULE

1815 hrs	Set up duty/screening table and canteen table, confirm classrooms are unlocked,
1830 hrs	Ensure all cadets sign in/complete screening, do a head count,
1845 hrs	Instruct all cadets to Star level classrooms,
1915 hrs	Headcount of all cadets (including the Regimental Sergeant-Major),
1930 hrs	Set up of Canteen supplies and cashbox
2000 hrs	Give attendance to AdmO with confirmed numbers,
2015 hrs	Give 5 minute warning to Cadets for end of break,
2030 hrs	Put away canteen supplies and make note of inventory
2050 hrs	Ensure all classes are finished, and
2100 hrs	Confirm all classrooms are clean, empty all garbage bins inside building.

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.
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. Everything to be wiped down with Lysol wipes and high touch point surfaces wiped down. (Including all windows closed).

2. TRAINING

NIGHTLY TRAINING SCHEDULE

1815 ~	Building Opens
1830-1845	Cadets Arrive
1845-1850	Training Briefing
1850-1900	Class Attendance
1900-1935	1 st Period
1935-2005	2 nd Period
2005-2020	Break
2020-2050	3 rd Period
2050-2100	Final Announcements in Class/Dismissal
2100-2110	Building Clean-up
2110-2120	Duty Rounds
2120~	Building Closed

EVENTS OF THE MONTH

<u>Date</u>	<u>Time</u>	<u>Activity</u>
2 Nov	1900-2100	Sr Cadet Marksmanship Tryouts
5 Nov	0930 – 1200	Anavets Parade
10 Nov	2000 – 2359	Vigil
11 Nov	0001 – 1000	Vigil
11 Nov	0930 – 1200	Remembrance Parade
12 Nov	0900 – 1200	Cadet Band Begins
17 Nov	1600 - 2000	Legion Fish Fry
30 Nov	1600 – 2000	Christmas in the Village

DRESS OF THE DAY

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

7 Nov	Cadets – C1A (Full Dress Uniform) with Medals – Officers A1 (DEU's with Medals)
14 Nov	Cadets – C5 (Field Training Uniform) – Officers - CADPAT
17 Nov	Cadets – C5 (Field Training Uniform) – Officers - CADPAT
21 Nov	Cadets – C5 (Field Training Uniform) – Officers - CADPAT
28 Nov	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' Asst Admin Officer, Asst Supply Officer, Safety Officer and Fire Warden

CI C. Pecore is the Corps' Drill Instructor and Drill Team Coach

CV T. Alfonso is the Corps' Green Star Coordinator

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 – MWO Boccaro

Corps' DSM – Sgt Soares

Corps' Drum Major – WO Derks

Training Sergeant Major – MWO Hovenden

Corps' Administration Sergeant Major – WO Guo

Corps' Quartermaster Sergeant Major – WO Ohia, WO Jagora

Corps' Sports and Fitness Sergeant Major – Sgt Ghani

Corps' Communication Sergeant Major – pending appointment

Corps' Duty Sergeant Major – MWO Cummings

Corps' Sr Battery Sergeant Major – MWO Chaudry

Corps' Bravo Battery Sergeant Major – WO Maitland

Corps' Charlie Battery Sergeant Major – WO Patterson

Corps' Flag Party Commander - WO Hsu

Corps' Honour Guard Commander – WO Ismail

Corps Cadet Correspondent – WO Ohia

CV E. Rowan is the Corps' Support Committee President

CV A. Poon is a Corps Support Committee Treasurer

CV W. Xavier is a Corps Support Committee Secretary

CV N. Patterson is the Corps' Support Committee Director

CV C. Xavier is a Corps Support Committee Director
 CV L. Roach is a Corps Support Committee Director
 CV K. Ahmed is a Corps Support Committee Director
 CV E. Maitland is a Corps Support Committee Director
 Mr. K. Pecore is the Corps' Webmaster

4. PERSONNEL CHANGES

Taken On Strength (Joined the Unit)

<u>Last Name</u>	<u>First Name</u>	<u>TOS Date</u>
Brijesh	Arunima Mariyam	2023-10-31
Huynh	Deryk	2023-10-17
Wasay	Abdul	2023-10-17
John	Jacob	2023-10-17
Alyan	Iyad	2023-10-10
Azam	Qazi Sayed Usman	2023-10-03
Kutlehria	Lakshay	2023-10-03
Kutlehria	Anuj Sing	2023-10-03
Mak	Mason	2023-10-03
Chiu	Nathan	2023-10-03
Zaidi	Romaan	2023-10-03
Polishchuk	Tymofii	2023-10-03
Zaidi	Rayyan	2023-10-03
Yamo	Jefferson	2023-10-03
Pham	Khoi	2023-10-03
Yan	Patrick	2023-10-03

Struck Off Strength (Left the Unit)

<u>Last Name</u>	<u>First Initial</u>	<u>SOS Date</u>
Alftayeh	E	2023-10-10
Amodu	O	2023-10-03
Anum	A	2023-10-03
El Souki	C	2023-10-03
El-Ters	M	2023-10-03
Kawmi	M	2023-10-03
Nguyen	L	2023-10-03
Obando	H	2023-10-10

Olanipekun	E	2023-10-03
Rehan	Malaika	2023-10-03
Rehan	Mustaffa	2023-10-03
Robinson	S	2023-10-22
Sah	A	2023-10-03
Salomon	A	2023-10-17
Smakotin	A	2023-10-24

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>
Bocarro	Vianne Renee	CWO	2023-10-03
Azam	Qazi Syed Usman	Bdr	2023-10-03
Dernaika	Yahya	Bdr	2023-10-17
Brijesh	Arunima Mariyam	Bdr	2023-10-31
Dubey	Aaratrika	Bdr	2023-10-10
Dernaika	Yahya	Gnr	2023-10-10
Dubey	Aaratrika	Gnr	2023-10-03
Ghani	Ahsan	Sgt	2023-10-17
Nguyen	Khoi Ky	Sgt	2023-10-17
Nguyen	Minh	Sgt	2023-10-17
Dale	Eric	Sgt	2023-10-17
Joseph	Isaac	Sgt	2023-10-04
Bhagaloo	Shaliny Shalene	Sgt	2023-10-17
Ghani	Hasan	WO	2023-10-04
Copegog-Curry	Hannah	WO	2023-10-17
Ismail	Alyaa	WO	2023-10-04
Huynh	Kelly	WO	2023-10-10

LOA (Leave of Absence):

<u>Last Name</u>	<u>First Name</u>	<u>Rank</u>	<u>Effective Date</u>
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APPOINTMENTS:

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

AWARDS:

<u>Award</u>	<u>Last Name</u>	<u>First Initial</u>	<u>Date</u>
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6. PERIODIC ITEMS

Nothing to report

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Commanding Officer

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

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Capt Shannon Pecore

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