



## CORPS ROUTINE ORDERS

Issued By  
 Capt Pecore  
 Commanding Officer

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

RO # 03-24

1 March 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>
5 March 2024	Lt Hovenden	CV Brotohusodo	WO Hsu
12 March 2024	March	Break	Stand down
19 March 2024	Lt Petruzzi	CI Pecore, O	WO Huynh
26 March 2024	CI Pecore, C	CI Weir	WO Iskandarani
2 April 2024	Capt Fung	CI Maitland	WO Ismail

#### ADMIN/DUTY TASKS /SCHEDULE

1815 hrs	Set up duty/screening table and canteen table, confirm classrooms are unlocked,
<b>1830 – 19:00hrs</b>	<b>Ensure all cadets sign in</b>
1930 hrs	Set up of Canteen supplies and cashbox
<b>19:00 – 19:35 hrs</b>	<b>First Training Period</b>
2000 hrs	Give attendance to AdmO with confirmed numbers
<b>19:35 – 20:05 hrs</b>	<b>Second Training Period</b>
20:05 – 20:20 hrs	Break
2015 hrs	Give 5 minute warning to Cadets for end of break,
<b>20:20 – 20:50 hrs</b>	<b>Third Training Period</b>
2030 hrs	Put away canteen supplies and make note of inventory
<b>2050 hrs</b>	<b>Closing Parade</b>
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 <sup>st</sup> Period
19:35-20:05hrs	2 <sup>nd</sup> Period
20:05-20:20hrs	Break
20:20-20:50hrs	3 <sup>rd</sup> 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>
2 March 2024	0830-1900hrs	Op Popsicle FTX	FTU's
<b>3 March 2024</b>	09:00 – 17:30hrs	Band and Drill Competition	As assigned by Instructors
<b>9 March 2024</b>	08:30 – 16:00hrs	Silver Star Boot Camp	As assigned by Instructors
<b>10-16 March 2024</b>	March	Break	Stand Down
<b>17 March 2024</b>	0700-1800hrs	CAF Famil/Sports ADA CFB Borden	Appropriate Athletic Clothing
<b>29 March 2024</b>	1630-2000hrs	Legion Fish Fry	Appropriate civilian clothing
<b>30/31 March 2024</b>	0900-1700hrs	Grocery Bagging	FTU's or Black Dress Pants, White dress shirt and black shoes

**DRESS OF THE DAY**

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

**5 Mar Cadets – C1A (Full Dress Uniform\*) with Medals – Officers C (DEU's with Medals)**

**12 Mar Cadets – C5 (Field Training Uniform\*) – Officers - CADPAT**

**19 Mar Cadets – C5 (Field Training Uniform\*) – Officers - CADPAT**

**26 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 and Drill Team Coach  
CI 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 K. Patel is a Corps Support Committee Director  
CV O. Matiichuk 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>
McFarlane	Nathan	6 Feb 2024
Daniyal	Farooqui	6 Feb 2024
Manchikanti	Arjun	6 Feb 2024

Mashraqi	Hussaina	13 Feb 2024
Holmukhe	Swayam	13 Feb 2024
McFarlane	Alia	13 Feb 2024
Uddin	Burhan	27 Feb 2024
Sajjid	Sabrina	27 Feb 2024
Panesar	Harnoor	27 Feb 2024
Omer	Dawood	27 Feb 2024
Amreen	Zaida	27 Feb 2024
Ahmed	Ahsan	27 Feb 2024

**Struck Off Strength (Left the Unit)**

<u>Last Name</u>	<u>First Initial</u>	<u>SOS Date</u>
Santhankrishnan	Akshay	20 Feb 2024
Arun Kumar	Aadesh	20 Feb 2024
Ngo	Jessica	27 Feb 2024
Marya	Ankur	27 Feb 2024

**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>
Duong	Sherleen	Bdr	20 Feb 2024
Ghori	Abeera	Bdr	20 Feb 2024
Ghori	Zunaira	Bdr	20 Feb 2024
Huria	Rehan	Gnr	20 Feb 2024
Huynh	Nathan	Gnr	20 Feb 2024
Lobo	Jesslyn	Gnr	20 Feb 2024
Phan	Anh	Gnr	20 Feb 2024

Azam	Qazi Syed	MBdr	13 Feb 2024
Ali	Ahmed	Bdr	13 Feb 2024
Iragvarapu	Saisahasra	Bdr	13 Feb 2024
Kaushal	Vihaan	Bdr	13 Feb 2024
Mehra	Sid	Bdr	13 Feb 2024
Purveyor	Frayan	Bdr	13 Feb 2024
Renukunta	Harsith	Bdr	13 Feb 2024
Smolders	Neo	Bdr	13 Feb 2024
Afriyie	Marcelis	Bdr	13 Feb 2024
Devella	Sahasra	Bdr	13 Feb 2024
Grainger	Elijah	Bdr	13 Feb 2024
Haque	Nameer	Bdr	13 Feb 2024
Jain	Advik	Bdr	13 Feb 2024
Jain	Naaysha	Bdr	13 Feb 2024
Kollarakkal	Dhruva	Bdr	13 Feb 2024
Maddigatla	Bhavitha	Bdr	13 Feb 2024
Paliwal	Nandini	Bdr	13 Feb 2024
Pereira	Lennard	Bdr	13 Feb 2024
Septon	Joshua	Bdr	13 Feb 2024
Shaik	Mohammad	Bdr	13 Feb 2024
Small	Leiton	Bdr	13 Feb 2024
Basa	Nadia	Gnr	13 Feb 2024
Fung	Sarah	Gnr	13 Feb 2024
Luk	Xavier	Gnr	13 Feb 2024
Pereira	Olivia	Gnr	13 Feb 2024
Zahra	Karim	Gnr	13 Feb 2024
Ghani	Usman	Gnr	6 Feb 2024

Gil	Dixon	Gnr	6 Feb 2024
Huynh	Katie	Gnr	6 Feb 2024
Korumtollee	Haadiya	MBdr	6 Feb 2024
Morris	Lily	Gnr	6 Feb 2024
Munipalle	Anirudh	Gnr	6 Feb 2024
Patel	Devanshi	Gnr	6 Feb 2024
Qazi	Ammad	Gnr	6 Feb 2024
Rashid	Shamuel	Gnr	6 Feb 2024
Sundar	Kavya	Gnr	6 Feb 2024
Thakur	Avyanna	Gnr	6 Feb 2024
Vaz	Gabriel	Gnr	6 Feb 2024
Vaz	Mikhael	Gnr	6 Feb 2024
Vaz	Nathaneal	Gnr	6 Feb 2024
Whitely	Ben	Gnr	6 Feb 2024
Korumtollee	Khadeejah	Gnr	6 Feb 2024

**LOA (Leave of Absence):**

<u>Last Name</u>	<u>First Name</u>	<u>Rank</u>	<u>Effective Date</u>
N/A			

**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>
Master Cadet Qualification	Soares	A	20 Feb 2024

**6. PERIODIC ITEMS**

Nothing to report

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**105 Royal Canadian Army Cadet Corps  
7<sup>th</sup> Toronto Reg't, RCA**

RO # 03-24

1 March 2024

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