



CORPS ROUTINE ORDERS

Issued By
 Capt Pecore
 Commanding Officer

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

RO # 05-24

1 May 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>
7 May 2024	CI Pecore, O	CI Maitland	WO Zhou
14 May 2024	Lt Petruzzi	CI Pecore, C	WO Bocarro
21 May 2024	Capt Fung	CV Weir	WO Chitta
28 May 2024	CI Brar	CI Maitland	WO Danthurthy
4 June 2024	Lt Hovenden	CI Pecore, O	WO Ganeva

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.
- 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>
4 May 2024	08:00 – 16:00	Leadership Training Adventure Day	Outdoor clothing, including hat with a brim, closed toed running shoes, a jacket, water bottle and backpack.
5 May	08:00-12:30	Kids Help Phone Walk So Kids Can Talk	Appropriate clothing for outdoors. Corps t-shirt and hoodie if you have them.
11 May	09:30 – 12:00	Lisgar Community Clean Up	Appropriate outdoor clothing
24 – 26 May		SPRING FTX	FTU's / Outdoor clothing, including hat with a brim, closed toed running shoes, a jacket, water bottle and backpack

DRESS OF THE DAY

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

7 May	Cadets – Appropriate Fitness Clothing – Officers - Sports Clothing
14 May	Cadets – C1A (Full Dress Uniform*) with Medals – Officers C (DEU's with Medals)
21 May	Cadets – C5 (Field Training Uniform*) – Officers - CADPAT
28 May	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

CI O. Pecore is the Corps' Master Cadet Coordinator and Sports and Fitness Officer

Corps' RSM – MWO CHaudhry

Corps' Outgoing RSM – CWO Bocarro

Corps' DSM – WO Soares

Corps' Drum Major – WO Derks

Corps' Training Sergeant Major – MWO Hovenden

Corps' Administration Sergeant Major – MWO 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 – TBD

Corps' Bravo Battery Sergeant Major – WO Patterson

Corps' Flag Party Commander - MWO Hsu

Corps' Honour Guard Commander – MWO 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 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>
Amjad	Ayesha	2024-04-30
Bhullar	Akash	2024-04-30
Sangole	Vihaam Nishant	2024-04-23
Johar	Harjap Singh	2024-04-16
Kumar	Riddham	2024-04-16
Lin	Jenny	2024-04-16
Pai	Nikita	2024-04-16
Wang	Norah	2024-04-16
Li	Lang Yi	2024-04-09
Garg	Navya	2024-04-09
Lautier	Anton	2024-04-09
El-Ters	Michel	2024-04-02

Struck Off Strength (Left the Unit)

<u>Last Name</u>	<u>First Initial</u>	<u>SOS Date</u>
Davis	A	2024-04-09
Pham	K	2024-04-16
Ali	A	2024-04-16
El Khechen	V	2024-04-16
Basa	N	2024-04-22
Ning	A	2024-04-22
Omer	D	2024-04-22
Paliwal	N	2024-04-22
Qazi	A	2024-04-22
Siatka	S	2024-04-22
Wood	R	2024-04-29
Gulenko	P	2024-04-30

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>
Luo	Kevin	Sergeant	2024-04-03
Pang	Victor	Gunner	2024-04-03
Shubas	Lucas Joselph	Sergeant	2024-04-03
Wasay	Abdul	Gunner	2024-04-03
Hsu	Isaac Chih Ming	Master Warrant Officer	2024-04-09
Maitland	Elody	Master Warrant Officer	2024-04-09
Wong	Athanasius	Gunner	2024-04-29
Wasay	Abdul	Bdr	2024-04-29
Tuli	Swarit	Gunner	2024-04-29
Singh	Arjit	Gunner	2024-04-29
Rodriquez	Luis	Gunner	2024-04-29
Phan	Megan	Gunner	2024-04-29
Nikam	Prithviraj	Gunner	2024-04-29
Joseph	Isaac	WO	2024-04-29
Hailmichael	Edom	Gunner	2024-04-29
Dubey	Aaratrika	MBdr	2024-04-29
Collacutt	Michael	Gunner	2024-04-29
Chan	Luke	Gunner	2024-04-29
Brown	Camryn	Gunner	2024-04-29
Arvind	Akhil	Gunner	2024-04-29
Guo	Zheng Han	MWO	2024-04-30
Rodriquez	Luis	Bdr	2024-04-30
Phan	Megan	Bdr	2024-04-30
Nikam	Prithviraj	Bdr	2024-04-30
Brown	Camryn	Bdr	2024-04-30

LOA (Leave of Absence):

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

APPOINTMENTS:

<u>Appointment</u>	<u>Last Name</u>	<u>First Initial</u>	<u>Date</u>
RSM	Chaudhry	A	2024-04-30

AWARDS:

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

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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