



CORPS MONTHLY ROUTINE ORDERS

Issued By
Captain Shannon Pecore
 Commanding Officer

105 Royal Canadian Army Cadet Corps (7th Regt, Tor)

RO # 10 – 24

01 October 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>
01-Oct-24	Lt Hovenden	CI Pecore, C	WO Cao
8-Oct-24	CI Pecore, O	CI Brar	WO Kouassi
15-Oct-24	OCdt Weir Cotnoir	CI Maitland	Sgt Luo
22-Oct-24	Lt Petruzzi	CV Brotohusodo	WO Milcic
29-Oct-24	Capt Fung	CI Pecore, C	WO Nguyen, K
5 Nov-24	Lt Hovenden	CI Maitland	Sgt Rodriguez Ramirez

DUTY NCM TASKS /SCHEDULE

1815 hrs	Set up duty table and canteen table, confirm class rooms are unlocked,
1830 hrs	Ensure all cadets sign in, do a head count,
1845 hrs	Instruct all cadets into classrooms
1915 hrs	Headcount of all cadets (including the RSM),
2000 hrs	Give attendance to AdmO with confirmed numbers,
2015 hrs	Give 5 minute warning to Cadets for end of break,
2050 hrs	Call all cadets down for Final Parade, and
2115 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.
2120 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 (Including all windows closed)

2. TRAINING

NIGHTLY TRAINING SCHEDULE

1815~	Building Opens; Set up duty table and canteen, classroom doors unlocked
1830-1900	Cadets Arrive
1900-1935	1 st Period
1935-2005	2 nd Period
2005-2020	Break
2020-2050	3 rd Period
2055	Final Parade
2105-2115	Building Clean-up / Dismissal
2115-2130	Duty Rounds
2130	Building Closed

EVENTS OF THE MONTH

<u>Date</u>	<u>Time</u>	<u>Activity</u>	<u>Dress</u>
1 Oct	1845-2100	CO's Parade	Full Dress Uniform/Black dress pants, white dress shirt and black shoes
5 Oct	0830-1430	Ontario Cadet Week Ceremony	Full Dress Uniform/Black & white
8 Oct	1845-2100	Fitness Night	Appropriate Sports Attire
15 Oct	1845-2100	Change of Command Ceremony	Full Dress Uniform/Black & white
18 Oct	1630-1930	Legion Fish Fry	Appropriate civilian clothing
18-20 Oct	TBC	PO 513 and 509 ALP Weekend	TBC
26/27 Oct	TBC	Legion Poppy Drive	Full Dress Uniform/FTU's or Black & White
1-3 Nov	TBC	Silver and Gold Star Expedition Weekend	Appropriate outdoor clothing

Full Details available on Corps Website

DRESS OF THE DAY

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

1-Oct-24	Cadets – C1A (Full Dress Uniform*) with Medals – Officers C (DEU's with Medals)
8-Oct-24	Appropriate Fitness Clothing
15-Oct-24	Cadets – C1A (Full Dress Uniform*) with Medals – Officers C (DEU's with Medals)
22-Oct-24	Cadets – C5 (FTU's) – Officers – Cadpat
29-Oct-24	Cadets – C5 (FTU's) – Officers – Cadpat
5-Nov-24	Cadets – C5 (FTU's) – Officers - Cadpat

***Note 1: If Cadet Dress 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
 Lt M. Petrucci is the Corps’ Supply Officer, and RSO
 Lt B. Hovenden is the Corps’ Administration Officer and Band Officer
 OCdt 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
 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 A Soares
 Corps’ DSM – MWO I Hsu
 Corps’ TSM – MWO Hovenden
 Corps’ QSM – WO Philip and WO Huynh
 Corps’ Admin SM – WO Anayath
 Corps’ Fitness SM – WO Reddy
 Corps’ Duty SM – WO Danthurthy
 Corps’ Flag Party Commander – MWO Maitland
 Corps’ BSM’s – MWO Cummings, WO Zhang
 Corps’ Honour Guard Commander – WO Pinkerton
 Corps’ Comms SM – TBD
 Corps’ Cadet Correspondent – MWO Soares
 CV D. Boucher is the Corps’ Support Committee Chair and Corps’ Webmaster
 CV A. Poon is the Corps’ Support Committee Treasurer
 CV O. Matiichuk is a Corps Support Committee Director
 CV L. Assad is a Corps Support Committee Director

4. PERSONNEL CHANGES

TOS:

<u>Last Name</u>	<u>First Name</u>	<u>TOS Date</u>
None		
Kapadia	Muzammil	2024-09-24
Mali	Rudra	2024-09-24
Monteiro	Adrian	2024-09-24
Passmore	Xavier	2024-09-24

Pena	Daniel	2024-09-24
Pena	Sebastian	2024-09-24
Vo	Hoang Thien	2024-09-24
Vo	Hoang Ha Vy	2024-09-24
Chaturvedi	Aanya	2024-09-17
Gotte	Adam	2024-09-17
Gotte	Tom	2024-09-17
Dawar	Ahaan	2024-09-17
Somu	Saisri Nitin	2024-09-10
Velichety	Sai Vikhyat	2024-09-10
Aatray	Shreyas	2024-09-10
Nguyen	Ethan	2024-09-10
Edwards	Cody James	2024-09-10
Maitland	Isla	2024-09-10
Himada Romero	Musa	2024-09-10
Khan	Arhum	2024-09-10
Jiao	Yao Min	2024-09-10
Wang	Jacqueline	2024-09-10
Sharma	Sreenivasa	2024-09-10
Khosla	Aarti	2024-09-10
Khosla	Armaan	2024-09-10
Li	Nicole	2024-09-10
Simpson	Shamara	2024-09-10
Chhatwal	Siraj	2024-09-10
Gritsak	Lucas Benjamin	2024-09-10
Gurguis	Madona	2024-09-03
Morris	Jasmine	2024-09-03
He	Ryan	2024-09-03
Jenkins	Christian	2024-09-03
Vu	Chloe	2024-09-03
Aziz	Muhammad	2024-09-03
Chan	Jayden	2024-09-03
Scordesu	Mathieu	2024-09-03
Barrett	Rianne	2024-09-03
Li	Xiwen	2024-09-03

Huynh	Nancy	2024-09-03
Kazmi	Aizah	2024-09-03
Kazmi	Shawaiz	2024-09-03
Ramakrishnan	Rajhaa	2024-09-03
Madkan	Navya	2024-09-03
Mohanty	Sam	2024-09-03
Dash	Rishaan	2024-09-03
Yadav	Aadya	2024-09-03
Agokei	Ifeyinwa	2024-09-03
Ongpin	Anton	2024-09-03
Hirosawa	Masatoshi	2024-09-03
Baig	Ayman	2024-09-03
Baig	Ayaan	2024-09-03
Saini	Vivaan	2024-09-03
Collacutt	Daniel	2024-09-03
Mathews	Reves	2024-09-03
Ajwelkar	Omkar	2024-09-03
Ajwelkar	Anushka	2024-09-03
Nguyen	Lucas	2024-09-03
Ton	That Hien Quan	2024-09-03
Khrydochkyn	James	2024-09-03
Boxwala	Aliasgar	2024-09-03

SOS:

<u>Last Name</u>	<u>First Initial</u>	<u>SOS Date</u>
<u>Zia</u>	<u>Danial</u>	<u>2024-09-28</u>
<u>Garg</u>	<u>Navya</u>	<u>2024-09-24</u>
<u>Gil</u>	<u>Dixon</u>	<u>2024-09-24</u>
<u>Huynh</u>	<u>Deryk</u>	<u>2024-09-24</u>
<u>Kaushal</u>	<u>Vihaan</u>	<u>2024-09-24</u>
<u>Anibeu</u>	<u>Ochuko</u>	<u>2024-09-15</u>
<u>Nguyen</u>	<u>Minh</u>	<u>2024-09-15</u>
<u>Nikam</u>	<u>Prithviraj</u>	<u>2024-09-14</u>
<u>Small</u>	<u>Leiton</u>	<u>2024-09-14</u>

<u>Hsu</u>	<u>Alexandre</u>	<u>2024-09-11</u>
<u>Chen</u>	<u>Li Cheng</u>	<u>2024-09-10</u>
<u>Derks</u>	<u>Peter</u>	<u>2024-09-10</u>
<u>Iskandarani</u>	<u>Youssef</u>	<u>2024-09-10</u>
<u>Luk</u>	<u>Justice</u>	<u>2024-09-10</u>
<u>Pang</u>	<u>Victor</u>	<u>2024-09-09</u>
<u>Arvind</u>	<u>Akhil</u>	<u>2024-09-03</u>
<u>Del Castillo Olivares Guerra</u>	<u>Gabriel</u>	<u>2024-09-03</u>
<u>Duong</u>	<u>Sherleen</u>	<u>2024-09-03</u>
<u>Farooqui</u>	<u>Daniyal</u>	<u>2024-09-03</u>
<u>Haque</u>	<u>Nameer</u>	<u>2024-09-03</u>
<u>He</u>	<u>Mellissa</u>	<u>2024-09-03</u>
<u>Huynh</u>	<u>Minh Khoi</u>	<u>2024-09-03</u>
<u>Jain</u>	<u>Advik</u>	<u>2024-09-03</u>
<u>Mehra</u>	<u>Sid</u>	<u>2024-09-03</u>
<u>Murad</u>	<u>Ebrahim</u>	<u>2024-09-03</u>
<u>Phan</u>	<u>Megan</u>	<u>2024-09-03</u>
<u>Renukunta</u>	<u>Harsith</u>	<u>2024-09-03</u>
<u>Rodriguez</u>	<u>Luis</u>	<u>2024-09-03</u>
<u>Shubas</u>	<u>Lucas Joselph</u>	<u>2024-09-03</u>
<u>Sutarwala</u>	<u>Abbas</u>	<u>2024-09-03</u>
<u>Abdullah</u>	<u>Fazeel</u>	<u>2024-09-02</u>
<u>Zaidi</u>	<u>Rayyan</u>	<u>2024-09-02</u>
<u>Zaidi</u>	<u>Romaan</u>	<u>2024-09-02</u>
<u>Guo</u>	<u>Zheng Han</u>	<u>2024-09-01</u>
<u>Joseph</u>	<u>Isaac</u>	<u>2024-09-01</u>
<u>Ohia</u>	<u>Lilian</u>	<u>2024-09-01</u>
<u>Patterson</u>	<u>Zackery</u>	<u>2024-09-01</u>

TRANSFERS:

<u>Last Name</u>	<u>Gaining Unit</u>	<u>Trans Date</u>
None		

PROMOTIONS:

<u>Last Name</u>	<u>First Name</u>	<u>New Rank</u>	<u>Date</u>
Anayath	Aditi	WO	2024-09-17
Johar	Harjap Singh	Gnr	2024-09-17
Kumar	Riddham	Gnr	2024-09-17
Lin	Jenny	Gnr	2024-09-17
Pai	Nikita	Gnr	2024-09-17
Pinkerton	Braeden	WO	2024-09-17
Wang	Norah	Gnr	2024-09-17
Smith	Omar	Bdr	2024-09-17
Lautier	Anton	Bdr	2024-09-11
Gritsak	Lucas Benjamin	Bdr	2024-09-10
Lautier	Anton	Gnr	2024-09-09
Huynh	Nathan	MBdr	2024-09-06
Patel	Devanshi	MBdr	2024-09-06
Sundar	Kavya	MBdr	2024-09-06
Amreen	Zaida	Bdr	2024-09-02
Holmukhe	Swayam	Bdr	2024-09-02
Manchikanti	Arjun	Bdr	2024-09-02
McFarlane	Alia	Bdr	2024-09-02
McFarlane	Nathan	Bdr	2024-09-02
Panesar	Harnoor	Bdr	2024-09-02
Rajasekaran	Suryavardan	Bdr	2024-09-02
Sajjad	Sabrina	Bdr	2024-09-02
Uddin	Burhan	Bdr	2024-09-02
Afriyie	Marcelis	MBdr	2024-09-01
Ahmed	Muhammad Ahsan	Gnr	2024-09-01
Amreen	Zaida	Gnr	2024-09-01
Bhatt	Anshika	Gnr	2024-09-01
Devalla	Sahasra	MBdr	2024-09-01
El-Ters	Michel	MBdr	2024-09-01
Ghori	Abeera	MBdr	2024-09-01
Ghori	Zunaira	MBdr	2024-09-01
Grainger	Elijah	MBdr	2024-09-01

Holmukhe	Swayam	Gnr	2024-09-01
Iragavarapu	Saisahasra	MBdr	2024-09-01
Jain	Naaysha	MBdr	2024-09-01
Jain	Ojas	Gnr	2024-09-01
Kollarakkal	Dhruva Rijesh	MBdr	2024-09-01
Lim	Mylee	Gnr	2024-09-01
Maddigatla	Bhavitha	MBdr	2024-09-01
Manchikanti	Arjun	Gnr	2024-09-01
McFarlane	Alia	Gnr	2024-09-01
McFarlane	Nathan	Gnr	2024-09-01
Ohia	Chinwe Joy	Bdr	2024-09-01
Panesar	Harnoor	Gnr	2024-09-01
Pereira	Lennard	MBdr	2024-09-01
Purveyor	Frayan	MBdr	2024-09-01
Rajasekaran	Suryavardan	Gnr	2024-09-01
Sajjad	Sabrina	Gnr	2024-09-01
Septon	Joshua Daniel	MBdr	2024-09-01
Shaik	Mohammed Ayaan	MBdr	2024-09-01
Smolders	Neo	MBdr	2024-09-01
Suara	Toluwalase	Bdr	2024-09-01
Uddin	Burhan	Gnr	2024-09-01
Young	Owen	Sgt	2024-09-01

LOA:

<u>Last Name</u>	<u>First Name</u>	<u>Rank</u>	<u>Effective Date</u>
None			

APPOINTMENTS:

<u>Appointment</u>	<u>Last Name</u>	<u>First Initial</u>	<u>Date</u>
RSM	Soares	A	24 Sept 24
DSM	Hsu	I	24 Sept 24

Drum Major	Damak	W	24 Sept 24
TSM	Hovenden	A	24 Sept 24
ASM	Anayath	A	24 Sept 24
QSM	Philip	R	24 Sept 24
QSM	Huynh,	K	24 Sept 24
BSM	Cummings	E	24 Sept 24
BSM	Zhang	H	24 Sept 24
Duty SM	Chitta	S	24 Sept 24
Flag Party Commander	Maitland	E	24 Sept 24
Honour Guard Commander	Pinkerton	B	24 Sept 24

AWARDS:

<u>Award</u>	<u>Last Name</u>	<u>First Initial</u>	<u>Date</u>
None			

PERIODICAL:

FIRE ORDERS General:

1. This order contains 105 Streetsville Royal Canadian Army Cadets fire orders. These orders apply equally to all ranks of 105 RCACC.

Corps Fire Prevention Officer:

1. The Corps Fire Prevention Officer will be named at the beginning of the training year.
 - a. In the absence of the Fire Prevention Officer, the Commanding Officer (CO) shall perform this duty.

Posting of Fire Orders:

1. One copy of these orders shall be placed on notice boards in the following areas:
 - a) Administration Desk
 - b) Information board

Fires:

1. The prevention of fires is of primary importance. The first few minutes of a fire are the most critical from both a life threatening and a property safety point of view.
2. On the outbreak of any fire, all corps fire suppression resources will be put into immediate operation to minimize damage from fire.
3. All personnel are responsible for:

- a) Control of personal fire hazards; and
- b) Knowing what to do in the event of a fire.

Responsibilities:

- 1. All personnel shall know:
 - a) Location of alarm pull stations within the building;
 - b) Muster points;
 - c) Location of firefighting apparatus and proper use of extinguishers;
 - d) Action to be taken upon sounding of an alarm.

Action on Discovery of Fire:

- 1. The first person to observe/detect a fire will immediately shout FIRE three (3) times. And pull nearest fire alarm
 - a. Call 911 and provide information (address: 170 Church St, Mississauga ON)
- 2. Any **trained adult staff** closest to a fire extinguisher will use it to the best of their ability
- 3. When a class has been made aware of fire, the instructor will lead the class to the safety of a designated Muster Point. Cadets shall follow the instructor in single file and in silence. If there is an assistant instructor in the class, they shall follow at the end to ensure no cadet is left behind. They shall close the door behind them.
- 4. Remain calm at all times.
- 5. At no time will cadets attempt to fight a fire.**

Fire Prevention Officer:

- 1. The Corps Fire Prevention Officer shall proceed to the fire scene and act as a liaison between firefighters and officers in charge of assembled cadets.
- 2. In the absence of the Fire Prevention Officer, the Commanding Officer (CO) shall perform this duty.

Facility Evacuation and Assembly of Personnel:

- 1. Following are the procedures for any alarm that might occur at Streetsville Cadet Centre after 1800 hrs and on weekends:
 - a. when an alarm sounds you must evacuate the facility;
 - b. do so in an orderly fashion;
 - c. the only muster point is the upper parking lot or the playground
- 2. Above procedures shall apply during after training hours as well.
- 3. The role will be called as soon as all personnel are assembled
- 4. The Duty Officer shall bring the roll call sheets.
- 5. Any person not accounted for on the role call shall be reported to the Fire Prevention Officer.

All Clear:

- 1. The ALL CLEAR shall be initiated by the fire department, **ONLY**, and passed up through the chain of command.

Firefighting Equipment:

- 1. Firefighting/suppression equipment within the building shall not be tampered with or obstructed.
- 2. Extinguishers, ladders, etc shall only be used for firefighting.
- 3. Any person using or discharging an extinguisher shall report that use immediately to a supervisor.

Private/Personal Belongings:

1. Neither 105 RCACC nor the DND shall be responsible for loss of private property or personal belongings resulting from fire.
2. Personnel shall be required to make their own arrangements for fire insurance of personal property.

CORPS ROUTINE ORDERS
Issued By
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