



**ROUTINE ORDERS
ISSUED BY
COMMANDER A.W. MUIR
COMMANDING OFFICER
REGIONAL CADET SUPPORT UNIT (PACIFIC)
FOR COMMANDER PACIFIC REGION**

Order No. 01/2015	12 January 2015
Last Order No. 10/2014	Esquimalt, BC

ROUTINE ORDER ENTRIES

The following is a listing of the contents of Routine Order 01/2015 dated 12 January 2015:

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001/15 – CRISIS SITUATION – PROCEDURES

1. Any crisis situation related to Pacific Region cadet activities that involve cadets, CIC officers, CIs, and/or volunteers shall be reported to the Commanding Officer of the Regional Cadet Support Unit (Pacific) as soon as possible.
2. Commanding Officers of the cadet corps and squadrons are to contact the Commanding Officer of RCSU (Pac) during working hours at (250) 363-0824, and during silent hours at cell (250) 896-7080. If there is no answer, the Regional Joint Operations Centre at (250) 363-5848 is to be contacted immediately.

(CC)

002/15 – AMENDMENTS TO PUBLICATIONS, ORDERS, AND FORMS

The following updated forms, which are available in the File Repository, are to be noted:

- a. Checklist – Civilian Instructor (Dec 2014); and
- b. Checklist – COATS Enrolment (Dec 2014).

(Exec Svcs O)

003/15 – RCSU (PAC) PERSONNEL CHANGES

1. The following personnel changes have occurred at RCSU (Pac) as part of the HQ reorganization effective 5 Jan 15:
 - a. LCdr M.P. Head has assumed the position of Executive Officer;
 - b. Maj B. Deck has assumed the position of Operations and Training Officer;
 - c. LCdr C. Ensing has assumed the positions of Administration Officer and Comptroller;
 - d. Maj G. Reddy has assumed the position of Support Services Officer;
 - e. Capt M. Blackwell has assumed the position of Specialty Training Officer Expedition and First Aid;
 - f. Lt(N) K. Eames has assumed the position of Deputy Regional Cadet Water Operations Officer;
 - g. Capt B. Ennis has assumed the position of Executive Services Officer;
 - h. Capt D. Gee has assumed the position of CTC Facilities Officer;
 - i. Capt I. Green has assumed the position of Budget Manager;
 - j. Capt I. Malczynski has assumed the position of Area Cadet Officer;
 - k. Capt D. Matheson has assumed the position of Operations Administration Officer;
 - l. Lt(N) C. McLean has assumed the position of Specialty Training Officer Music and Biathlon;
 - m. Capt K. Russell has assumed the position of Training Officer Land;
 - n. Capt N. Shim has assumed the position of Training Officer Air;
 - o. Capt Q. Stevens has assumed the position of CTC Contracts Officer;

- p. Lt(N) J. Stewart has assumed the position of CTC Staffing Officer;
 - q. Lt(N) S. Stewart has assumed the position of Training Officer Sea;
 - r. Lt(N) T. Terry has assumed the position of Regional Cadet Water Operations Officer;
 - s. SLt W. Hauser has assumed the position of Pay & Claims Officer;
 - t. WO D. Curran has assumed the position of Administration Warrant Officer;
 - u. Sgt S. LeBlanc has assumed the position of Personnel Sergeant;
 - v. MCpl L. Burke has assumed the position of RMS Clerk in the Administration section;
 - w. MCpl K. Crotty has assumed the position of Operations Administration Clerk;
 - x. MCpl T. O’Keefe has assumed the position of RMS Clerk in the Administration section; and
 - y. Mrs. J. Piper has assumed the position of Operations Administration Clerk.
2. Additionally, the following personnel changes have/will occur at RCSU (Pac):
- a. Capt M. Blackwell’s period of Class B Reserve Service as the Specialty Training Officer Expedition and First Aid will end 15 Jan 15. This position will be posted for applications;
 - b. Capt M. Brush will assume the position of Area Cadet Officer (Air) effective 20 Jan 15, replacing Capt J. Zweng whose period of Class B Reserve Service ends 31 Jan 15;
 - c. Capt J. Hollis will assume the position of Administration Officer at RCA Ops (Pac), vacating his position as Support Services Officer at RCIS (Pac). This position is posted for applications;
 - d. Capt A. Leduc’s period of Class B Reserve Service as the Public Affairs Officer will end 14 Jan 15. This position will be posted for applications; and
 - e. Capt C. Major will temporarily backfill the position of Public Affairs Officer commencing 12 Jan 15 until a replacement is selected.

(Exec Svcs O)

004/15 – RELIABILITY STATUS REQUIRING UPDATE

Reliability Status (RS) is valid for a period of 10 years and must be updated prior to the expiry of this validity period. The following personnel have passed the RS update deadline and have been directed to cease all cadet activities including voluntary duty/support effective the date indicated below. These members shall not be authorized to return to duty until the RS has been processed and approved.

Unit	Rank	Name	Due Date	Cease Parading Effective Date
2510 RCACC	Lt	Harvey, CA	10 Sep 12	20 Sep 12
RCSU (Pac)	Capt	L’Heureux, KLR	4 Jan 15	9 Jan 15
777 RCACS	Lt(N)	MacLean, SR	25 Nov 14	12 Dec 14
RCSU (Pac)	2Lt	Veillette, DJ	14 Dec 14	8 Jan 15
RCSU (Pac)	Capt	Wong, N	18 Jun 11	1 Sep 11

(Exec Svcs O)

005/15 – PRC/VSS REQUIRING UPDATE

Ref: CATO 23-04

A current Police Records Check/Vulnerable Sector Screening (PRC/VSS) is required for all adult staff within the CCO, therefore, personnel who do not submit an updated PRC/VSS prior to the expiry date will not be authorized to parade until a PRC/VSS is received and approved at RCSU (Pac). The PRC/VSS for the following pers has extended beyond the five-year validity period; therefore, the following pers have been directed to cease parading on the date indicated below:

Unit	Rank	Name	Due Date	Cease Parading Effective Date
RCSU (Pac)	A/Maj	Cable, RW	5 Feb 13	6 Feb 13
RCSU (Pac)	Lt	Contractor, DK	23 Jun 14	24 Jun 14
RCSU (Pac)	Maj	Cooper, SAG	7 Sep 12	10 Sep 12
93 RCSCC	A/SLt	Earl, RS	24 Dec 14	5 Jan 15
RCSU (Pac)	Capt	Griffith, MJ	7 May 12	8 May 12
2510 RCACC	Lt	Harvey, CA	2 May 13	3 May 13
RCSU (Pac)	Capt	Hull, C	16 Sep 12	17 Sep 12
RCSU (Pac)	SLt	Johnson, JP	17 Apr 14	22 Apr 14
RCSU (Pac)	2Lt	Ledward, RF	3 Oct 12	4 Oct 12
RCSU (Pac)	Lt	Lee, DG	25 Jul 12	26 Jul 12
RCSU (Pac)	2Lt	Martin, JR	17 Oct 12	18 Oct 12
RCSU (Pac)	SLt	Mok, DS	18 Dec 14	5 Jan 15
RCSU (Pac)	Lt	O'Neill, SE	10 Oct 12	11 Oct 12
RCSU (Pac)	2Lt	Perry, TA	9 Aug 12	10 Aug 12
RCSU (Pac)	OCdt	Roussell, CK	2 Oct 13	3 Oct 13
1726 RCACC	Capt	Sculthorp, LW	25 Feb 14	21 Nov 14
RCSU (Pac)	Lt(N)	Sullivan, RL	15 Oct 12	17 Oct 12
RCSU (Pac)	2Lt	Swaenepoel, KA	21 Feb 13	22 Feb 13
RCSU (Pac)	Capt	Wong, N	21 Nov 12	22 Nov 12

2. PRC/VSS has been completed and approved for the following pers who are auth to recommence duties effective on the PRC/VSS approval date indicated below:

Unit	Rank	Name	Cease Parading Effective Date	PRC/VSS Approval Date
RCSU (Pac)	SLt	Mok, DS	5 Jan 15	7 Jan 15

(Exec Svcs O)

006/15 – ORDER OF MILITARY MERIT – 65TH LIST

Ref: CANFORGEN 211/14 CMP 098/14 161724Z DEC 14

1. As announced in ref, on behalf of Her Majesty The Queen, Sovereign of the Order of Military Merit, His Excellency The Governor General, The Right Honourable David Johnston, Chancellor and Commander of the said order has given orders for the appointment of 108 Canadian Armed Forces personnel, both Regular and Reserve to the Order of Military Merit.

2. Congratulations to Major Rick Lewis who has been selected as an Officer of the Order of Military Merit. In his more than 33 years of service as a CIC officer, Major Lewis has distinguished himself through exceptional dedication to the Canadian Cadet Organizations and his community service. He has set the example for cadets and adult instructors to follow and emulate. His service in the community and with civic organizations has been outstanding.

(CO)

007/15 – SUPPORT FROM THE ROYAL CANADIAN LEGION

1. The Royal Canadian Legion British Columbia/Yukon Command through the various Legion branches throughout the province of BC has been a significant supporter of the Sea, Army and Air Cadet Programs. In 2012, the Legion gave \$132,081.00 to various Cadet Corps and Squadrons in the province and in 2013, this total rose to \$163,749.88. This is a significant contribution which enhances the local training programs that each of Corps and Squadrons work hard to provide to their cadets.
2. A letter of appreciation has been sent to the British Columbia/Yukon Command office to thank them for this outstanding support to our programs. It would be an excellent time for Corps and Squadron Commanding Officers to send letters or notes of thanks to the local Legion branches that have provided financial support. If you have not already established a connection with your local Legion's executive, this is an opportunity to do so as this relationship can be very helpful to continuing the valued support they offer to the Cadet Program.
3. Additionally, in support of the Legion's membership drive, please take opportunities to encourage membership in the local Legion branch amongst the adult staff, Sponsoring Committee members and parents.

(CO)

008/15 – REIMBURSEMENT– GOVERNMENT SHARE OF PROVINCIAL HEALTH CARE PREMIUMS

Reference: Annex F to 5060-1 (ADM(PER))

1. IAW reference, members of the Reserve Force presently on Class B or A Reserve Service, resident in British Columbia who pay the entire monthly provincial health care premium without assistance from the employer or from any level of government, are entitled to a premium share of up to 50% from the Federal government. Members who had any period of Class B Reserve Service during calendar year 2014 may be eligible to claim this benefit. Note that this is a taxable benefit.
2. To claim the benefit, your submission must be received by RCSU (Pac) not later than 20 Feb 15 in order to be processed by the deadline of 1 Mar 15. No late submissions can be processed. You are required to submit:
 - a. a completed CF 52;
 - b. a completed "Reserve Health Benefit Plan Provincial Premium Rebate Form"; and
 - c. a copy of your Medical Services Plan (MSP) account invoice, confirming that it has been paid in full for 2014.
3. The required forms are available in the File Repository (Pacific > Forms > Misc Forms). Completed claims are to be submitted to RCSU (Pac).

(Exec Svcs O)

009/15 – CHANGE TO CURRENT FORCE PROTECTION UNIFORM POSTURE

Ref: CANFORGEN 207/14 CJOC HQ 177 121322Z DEC 14

Ref message announced that the wearing of uniforms in public while performing non-duty activities is authorised provided that:

- a. CAF members remain vigilant in their daily routines and adopt behaviour that will reduce personal vulnerability;

- b. the member maintains a sense of personal responsibility, heightened vigilance, and a constant awareness of potential threats; and
- c. the activity reflects positively on the CAF.

(Exec Svcs O)

010/15 – RESERVE SERVICE OPPORTUNITIES

The following Reserve Service opportunity is announced in Monitor Mass (<http://armyapp.forces.gc.ca/reo-oer/index.aspx>):

Support Services Officer, RCIS (Pac) – competition closing date is 16 Jan 15. Look under all jobs and search for 19193.

(Admin WO)

011/15 – VERIFICATION OF IT ASSET SERIAL NUMBERS

1. Recently the procedure for accounting for IT assets has changed in RCSU (Pac).
2. The supply section has created DND 638, Temporary Issue to an Individual (“Loan Cards”) for all Corps and Squadrons to account for IT assets on loan from this HQ.
3. You may have received a phone call from MS Phil Burton requesting confirmation of the serial numbers for all IT assets you hold. If you have not yet replied, please take a moment and confirm these serial numbers as soon as possible. If you have not heard from him, please be proactive and email the serial numbers to MS Burton at Philippe.Burton@forces.gc.ca and he will not need to call you for the information.
4. Once the serial numbers are confirmed, you will receive a completed DND 638. Please sign and return this. The IT assets will then be removed from your account. With your next verification package, you will note that the IT assets are removed.
5. Your assistance with this is greatly appreciated, should you have any questions or concerns, please contact CPO1 Slater directly at 250-363-0854.

(Coxn)

012/15 – RECALL OF LEE ENFIELD NO. 7 RIFLES – DRILL PURPOSE RIFLE REQUIREMENTS – ALL CORPS AND SQUADRONS

Refs: A. D08104 Canadian Forces Scale of Issue - Description: Equip for Local Unit Training Cadets

B. RCSU (Pac) October 2014 Routine Orders – entry 159/14

1. This is a repeat entry; very little action has been initiated by corps and squadrons. COs are to contact applicable ACOs and ACAs to determine DP requirements and obtain direction on the return of No. 7 rifles.
2. In accordance with ref A, each Corps and Squadron is entitled to Drill Purpose (DP) Rifles.
3. It is the intent of RCSU (Pac) to requisition sufficient DP rifles to ensure that each corps and squadron may hold a minimum of 10 DP rifles. Corps and squadrons are requested to identify any DP requirement shortfall to their ACO and/or ACA. All requirements for Pac Region will be tracked by SO3 Supply and DP rifles will be requisitioned through the supply system for further delivery to each corps and squadron. DP rifles will only be issued once storage and security requirements have been met by the corps or squadron.

4. Prior to submitting your request, please carefully consider your present holdings, as the availability and authority to obtain DP rifles may not be provided again in the near or distant future.

5. Further, it is the intent to have every Lee Enfield No. 7 rifle currently held by corps and squadrons returned to supply. Corps and squadrons are to liaise with the appropriate ACO and/or ACA for direction on returning these rifles. The expected completion date for the return of all rifles was 30 Nov 14 and with many corps and squadrons still outstanding, this must be completed ASAP.

(SO3 Sup)

013/15 – ANNUAL ALLOCATION OF LOGISTIK POINTS

1. Points for regular uniform items are now being allocated annually by RCSU (Pac). In April of each year, points for the entire fiscal period will be transferred to corps/squadron accounts. These points comprise the entire budget for the April – March fiscal period. The practice of expending points for stock top-ups at the end of the Training Year in May shall cease. HQ will still maintain a block of points for ordering certain items and as a back-up for supplementing unforecasted corps/squadron requirements.

2. Ordering Process. When placing orders the following information is required:

- a. Orders for Individuals. Only the name of the individual shall be used. The practice of using formats such as, “one, one”, “a, a”, or a false name “OS Bloggins” shall cease; and
- b. Orders for Corps/Squadron Stock. Identify the order accordingly (i.e. “stock”).

Note: IAW CF Scales of Issue, corps/squadrons are only authorised to hold the equivalent of 1 full uniform for every 5 cadets as corps/squadron stock.

3. Requesting Additional Logistik Points. Corps/squadrons shall expend all existing points prior to requesting top-ups. The following information is required when requesting additional Logistik points for uniform or parka requirements:

- a. Regular Uniforms. In order to action requests for additional points for regular uniform items, the cadet’s name is not required, however, in order to correctly calculate the points required for each kitting or exchange, gender and which items are required will be necessary.

Example: Cadet 1 (M): T-Shirt - 1
 Socks - 1
 Shirt (Type) - 1

- b. Parkas. These are considered high value and therefore have the tightest controls. In order to request points for parkas, corps/squadrons shall submit a list with the name of each cadet who requires one. Upon receipt, the Supply section shall transfer the requested number of points to the corps/squadron’s parka budget. Points will not be issued for parkas to be held as stock. All corps/squadrons are to ensure that, as much as possible, existing parkas are redistributed within their corps/squadron prior to submitting a request.

4. Contacts. Requests for all Logistik support including point requests should be sent directly to RCSU (Pac) Supply section, with a cc copy to the applicable ACO/ACA:

- a. Sgt Phil Lemire – Phillip.Lemire@forces.gc.ca; and
- b. PO2 Kim Chaisson – Kim.Chaisson2@forces.gc.ca.

(SO3 Sup)

014/15 – CANCELLATION OF PAY STATEMENT DELIVERY

1. Effective 1 April 2015, RCSU (Pac) will cease the practice of mailing out pay statements. If you are currently receiving your pay statements electronically, no action is required by you.
2. To arrange to receive your pay statements electronically, contact Employee Member Access Application (EMAA) and follow the instructions below:
 - a. the EMAA Help Desk is open: Monday to Friday, 0800 to 1600 hrs Eastern time;
 - b. the EMAA Help Desk Number is 1-888-507-1111. Members can select “1” for English and 2 for French, and then select “3” and then “4”;
 - c. members are to advise the EMAA Help Desk that you do not have a DWAN account and that you wish to create an EMAA account for the purposes of having your pay statement sent electronically to a designated e-mail address. You may use your CCO Net (@cadets.gc.ca) or personal e-mail address;
 - d. the EMAA Help Desk will confirm that they are talking to the correct individual by verifying information through their access to the Human Resources Management System; and
 - e. the EMAA Help Desk will walk the member through the EMAA account creation and waiver process.
3. There are currently no procedures in place for CIs or staff cadets to receive pay statements electronically. Pay statements will continue to be sent to these members.
4. Direct any questions to the pay office at 250-363-0902 or RCSUPacPay@forces.gc.ca.

(Pay/Claims O)

015/15 – DISTRIBUTION – 2014 T-4

1. T-4s for 2014 are distributed directly from Ottawa not later than 28 February 2015. Members who currently receive pay statements by email will receive their T-4 electronically in that email account. Those who have not set-up email for pay statement will receive their T-4 via Canada Post.
2. If you do not receive your T-4 by 16 March 2015, you may request a reprint from the Pay Office by telephone or by e-mail through your CCO Net email account. For security purposes, reprint requests by email will only be accepted if they originate from a CCO Net email account. Information to include in your request is: which T-4 is requested (year), contact phone number and correct mailing address. Due to the need to verify identification, telephone requests will only be accepted during business hours (0800 – 1600 hrs). The Pay Office may be contacted at RCSUPacPay@forces.gc.ca or 250-363-0902.

(Pay/Claims O)

016/15 – CHANGE TO MEAL AND INCIDENTAL ENTITLEMENT

Refs: A. CFTDTI
B. NJC Travel Directive

1. IAW ref A, members receive 100% of the meal and incidental allowances set out in ref B (annex C) for the first 30 days while on temporary duty (TD). On the 31st day and for the remainder of the TD, members receive 75% of the published rates; this includes the return travel day.
2. In the past, for the return travel day, both allowances were paid at 100% of the published rate. Effective 1 January 2015, any meals or incidentals claimed while on TD from the 31st day onward, including the return travel day will be paid at 75% of the rate published at ref B.

3. Any travel claims for travel prior to 1 January 2015 will still have the return travel day's allowances paid at 100%.

(Pay/Claims O)

017/15 – SECURITY OF AIR RIFLES AT CORPS AND SQUADRONS

Ref: NDSI 65

All corps/squadrons are reminded that although the Daisy 853C air rifle is not officially classified as a firearm or small arm, for CAF purposes, the air rifle will be treated as a firearm for security, storage, and accounting. Air Rifles shall be secured in an approved security cabinet within a locked room. Air Rifle serial numbers shall be recorded and reported on the Quarterly Small Arms Verification. The loss of an air rifle will be reported immediately to the closest Military Police section and to local police authorities, in addition to the normal Report of Loss.

(XO)

018/15 – PHOTO REQUIRED FOR AIR TRAVEL

1. All Corps and Squadron Commanding Officers are to ensure that all cadets and staff are in possession of one piece of government issued picture identification. This identification is required for all modes of transportation to and from the CTC including parent drop off.

2. It is the responsibility of the corps/squadron COs to ensure that cadets being sent on DND arranged transportation is in possession of the correct types of valid government issued photo ID.

3. All fees associated with acquiring government issued photo ID for cadets are the responsibility of the parents/guardians of the cadets.

4. Valid government photo ID include: driver's license, passport, status card, or a provincial identity card.

5. The following are not considered to be valid government photo ID: school IDs, bus passes or other forms of public transportation passes, or photocopies of any form of government ID.

6. Corps/squadron COs shall ensure that this information is passed to all cadets, all staff, their sponsor/parent committees, and the parents/guardians of all cadets.

7. The cadet's name in FORTRESS shall be the same name that appears on the government issued photo ID.

(SO3 Mov)

019/15 – 2015 TRI-ELEMENT CADET INSTRUCTORS CADRE BRANCH DINNER – VANCOUVER

1. The 17th Annual Tri-Element Cadet Instructors Cadre Branch Dinner will be held on the evening of Saturday, 7 March 2015 at 1830 for 1930 hours at the Bessborough Armoury, 2025 W. 11th Avenue Vancouver. This event always draws a capacity crowd to enjoy a meal and the camaraderie of colleagues. A Guest of Honour has been invited.

2. All officers, civilian instructors, and civilian volunteers are invited to attend. It is recognized that attendance will be primarily from the Lower Mainland and Fraser Valley; however, those from further afield are most welcome to attend. As this is a self-funded event, all costs for attendance at the dinner will be the responsibility of the individual. This event is intended for serving / retired officers and serving civilian instructors / civilian volunteers, along with League and affiliated support personnel; therefore, spouses / partners / others who are not in the aforementioned categories should not be invited.

3. This is a formal event. Dress for officers is mess kit with miniature medals or CAF DEU with plain white shirt / bow tie and oxfords (when wearing DEU to an evening function a plain white shirt and undress ribbons are worn. Ankle boots are never worn with mess kit or with DEU to an evening function). Dress for civilian instructors and volunteers is tuxedo / formal evening gown or dark business suit / evening dress.
4. Inquiries may be directed to the following members of the dinner committee:
 - a. LCol Terry Kopan, Coordinating Officer, (604) 850-0274, tkopan@shaw.ca;
 - b. Maj Kathi Kopan, Committee Member, (604) 850-0274, Kathi.Kopan@cadets.gc.ca;
 - c. Maj Dave Timms, Committee Member, (604) 418-5546, dtimms@shaw.ca; or
 - d. Capt Angela Sargent, Committee Member, (604) 922-7666, Angela.Sargent@cadets.gc.ca
5. Seating is limited to 130 persons and a seat can only be secured by forwarding your payment. The tariff is \$65.00 per person and includes a four-course meal and wine at the dinner table.
6. To secure seating, submit a cheque or money order payable to the “2015 CIC Dinner Committee” to the attention of Maj Kathi Kopan, c/o 31833 Mayne Avenue, Abbotsford, BC V2T 4W9. When payments are submitted, please ensure that the full name, rank and email address is provided for each person attending, along with any food allergies and requests for special diets.
7. A confirmed attendee list will be created from the payments received – no tickets will be sent out. You may verify your name is on the attendance list by checking the posting on Facebook (2015 Annual CIC Dinner). Once maximum seating is reached, a waiting list will be created. Only the Dinner Coordinator may substitute names. Cancellation(s) with refund is available up to one week before the dinner.

(Coordinating Officer, Annual CIC Dinner)

020/15 – CO’S CORNER

1. I hope that the entire cadet community had an enjoyable Christmas with family and friends and have entered 2015 all refreshed and ready for the challenges of a new year.
2. Here at the RCSU (Pac), we have made a few changes over the Christmas period as I am sure you may have heard. I wish to take a minute of your time to let you know in general terms what these changes are, why these changes were made and the expected outcome. The key take away from the re-org is the re-distribution of HQ staff from three separate and distinct elemental offices, all individually working hard to support you to a joint or “purple” unified HQ with four new departments namely Ops and Training, Support, Admin and Comptroller. In doing so, we have created a small savings of personnel such that we can re-invest where it counts ... the direct support to Cadets. The new Ops and Training department maintains an elemental look and feel to the corps/squadrons with five vice three ACOs (mix Reg F and CIC) each supported by two ACAs (mix of Reg F and COATS NCM) such that we can better support corps/squadrons at a ratio of approximately 1:25 vice the previous ratios as high as 1:59 for Air Cadets. There is also a more even distribution of elemental and common training requirements and admin to provide corps/squadrons the best support possible. The remaining three departments all support the operations of the Cadet program HQ and have no elemental affiliation thereby standardizing all HQ processes to create efficiencies to handle all the normal tasks assigned and have the surge capacity that is continually needed dependant on the time of year. I have briefed the Regional Commander, DCdts & JCR and all the League Presidents and all fully support this change. The complete transition of the HQ is almost finished and we are just fine tuning workflow processes, finalizing office moves, switching phone numbers and should be fully functioning by end month. A final organization chart and phone list will be distributed in short order, but in the interim,

please feel free to contact the 1-800 number and/or who you used to call and we will transfer you to the revised OPI.

A.W. Muir
Commander
Commanding Officer