



**ROUTINE ORDERS**  
**ISSUED BY**  
**COMMANDER D.B. HENDERSON**  
**COMMANDING OFFICER**  
**REGIONAL CADET SUPPORT UNIT (PACIFIC)**

Order No. 10/2019	5 November 2019
Last Order No. 09/2019	Esquimalt, BC

**ROUTINE ORDER ENTRIES**

The following is a listing of the contents of Routine Order 10/2019 dated 5 November 2019:

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## **128/19 – SIGNIFICANT ISSUES**

1. Any crisis situation related to Pacific Region cadet activities that involve cadets, COATS members, CIs, and/or volunteers shall be reported to the Regional Cadet Support Unit (Pacific) as soon as possible
2. After engaging local emergency services as required, Corps/Squadron Commanding Officers are to contact their J3 Zone Training Officer with an initial report of the situation. Should the J3 Zone Training Officer not be available, the applicable J3 Area OIC shall be contacted. In the event that the J3 Zone Training Officer, or the J3 Area OIC are not available, the J35 Chief Training Officer, LCol Head, is to be contacted at 250-508-7572.

(J1 HRO)

## **129/19 – REPORTS AND RETURNS**

<u>Report / Return Required</u>	<u>Due Date</u>
Supply Customer Account (SCA) Verification	12 Nov 19

(J1 HRO)

## **130/19 – RCSU (PAC) PERSONNEL CHANGES**

The following personnel changes have occurred / will occur at RCSU (Pac):

- a. Maj M. Novak will commence in the position of J3 OIC Interior Area on 1 Nov 19;
- b. Capt J. Adams has resumed her position of J3 Zone Trg O Vancouver North Shore effective 7 Oct 19;
- c. Capt S. Daniels is temporarily backfilling the J1 CTC Staffing Officer position effective 25 Sep 19;
- d. Capt C. Johnston is temporarily backfilling the J5 Plans Officer (Air Cadets) position effective 25 Sep 19; and
- e. Lt(N) H. Pichaloff is on Class A Reserve Service (Wednesday to Friday weekly) temporarily backfilling the J4 Contracting Officer position effective 4 Oct 19.

(J1)

## **131/19 – AMENDMENTS TO PUBLICATIONS, ORDERS AND FORMS**

1. The following Natl CJCR Sp Gp Order has been released and are posted in the File Repository (Policy > Natl CJCR Sp Gp Orders and Instructions):
  - a. Natl CJCR Sp Gp Order 5002-0, Specific Annuitant Exception.
2. The following CANCDTGENs have been released and are posted in the File Repository (Policy > CANCDTGENs):
  - a. CANCDTGEN 018/19 – Natl CJCR Sp Gp Order 5002-0; and
  - b. CANCDTGEN 019/19 – CCO Air Rifle Fleet.

(J1)

## **132/19 – RELIABILITY STATUS REQUIRING UPDATES**

Ref: NDSOD Chapter 4

1. Reliability Screening consists of conducting verifications and checks in order to be able

to grant individuals a Reliability Status (RS), which is the minimum level required for all CAF members and civilian instructors working in support of the CCO. IAW ref, RS must be updated every 10 years.

2. Annex A contains a list of personnel who must renew their RS prior to the due date indicated, a list of personnel who have passed the RS update deadline and have been directed to cease all cadet activities including voluntary duty/support and a list of personnel who are authorized to return to duties as their RS has been approved.

(J1 Staffing O)

### **133/19 – PRC/VSS REQUIRING UPDATE**

Ref: CATO 23-04

1. IAW ref, all members shall update their Police Record Check/Vulnerable Sector Screening (PRC/VSS) every five years.

2. Annex B contains a list of personnel whose PRC/VSS will require renewal, personnel who have extended beyond the five year mark and have been directed to cease parading as well as personnel who are authorized to recommence duties.

(J1 Staffing O)

### **134/19 – WEARING OF POPPIES**

1. The wearing of the poppy commenced at 1200 hrs on 25 October 2019. The poster for proper poppy placement is included at Annex C.

2. Poppin pin is authorized to secure your poppy to your uniform and can be purchased in person at The Sharkz Store in Esquimalt, and also online at this link:  
<https://www.landsharkz.ca/collections/featured/products/poppin>.

3. Sharkz continues to work with Wounded Warriors Canada (WWC) to donate a portion of their sales of Poppin Pins to WWC's ongoing efforts to support veterans.

(RCWO)

### **135/19 – PUBLIC AFFAIRS**

1. Monthly social media themes are produced by the National Content Manager for local, Regional and National use. Commanding Officers are encouraged to support their Cadet Correspondents and Unit Public Affairs Representatives to create content which reflects the theme, to submit content to [cadetsbc@forces.gc.ca](mailto:cadetsbc@forces.gc.ca), and to ensure all published new media content tags @BCCadets. Appropriate messaging and hashtags are listed below for ease of use.

MONTHLY THEME:

2. "Proud to Remember and Celebrate our Heritage"

a. Context. The aim of the Cadet Program includes the development of good citizenship, leadership and an awareness of the activities of the Canadian Armed Forces. In interacting with currently serving members, veterans and Legion members, cadets gain an understanding and an awareness of the importance of Canada's military history. Understanding becomes action as cadets volunteer in the Legion's annual poppy campaign, assist with Remembrance Day ceremonies, visit with veterans or participate in a battlefield tour in Europe. Through small, yet meaningful, gestures and actions, cadets continuously show their respect for veterans and their sacrifices, demonstrating to all of us that the next generation of Canadian leaders will not forget those who gave their lives to defend values that define our great nation;

b. Hashtags: #CadetsRemember / #RememberThem / #OurCadets / #WhatWeDo;  
and

c. Content Inspiration / Key Messages:

- 1) cadets are stewards of Canada's unique history, and help to preserve our proud heritage through intricate parades, ceremonies and traditional activities and events,
- 2) the development of cadets is guided by Canadian military values including duty, loyalty, integrity, courage, stewardship and excellence,
- 3) every year, Canadians remember and honour our Veterans – those who have made the ultimate sacrifice defending Canada's interests at home and abroad. November 5 to 11 marks Veterans' Week, with hundreds of ceremonies and events taking place across Canada,
- 4) cadets from across the country participate in Remembrance Day ceremonies and activities, as a way to acknowledge the bravery and sacrifice of those who served our country and acknowledge our duty to work for the peace they fought hard to attain,
- 5) in interacting with currently serving members, veterans and Legion members, cadets gain an understanding and an awareness of the importance of Canada's military history, and
- 6) through small, yet meaningful, gestures and actions, cadets continuously show their respect for veterans and their sacrifices, demonstrating to all of us that the next generation of Canadian leaders will not forget those who gave their lives to defend values that define our great nation.

(PAO)

**136/19 – DETAILED HEALTH QUESTIONNAIRE (DHQ)**

1. Those returning cadets who require a Detailed Medical Verification must complete a DND 2570, Detailed Health Questionnaire (DHQ) and submit that form to the RMLO. The following points are to be noted with regard to DHQs being submitted to the RMLO:

- a. the due date for all DHQs for returning cadets is 30 Nov 19. Although the RMLO will continue to process late returns up to 31 Jan 20, it must be noted that after that date, only DHQs for new enrollees or for current cadets reporting a new medical condition will be accepted. This means that returning cadets who require a DHQ and who do not submit one by 31 Jan 20 will not be eligible for CTC selection;
- b. as of 30 Apr 20, DHQs will cease to be validated unless there is a new medical condition;
- c. DHQs must be printed from FORTRESS so that the "tombstone" data is printed onto the form – those that have handwritten information in sections 1 and 2 will not be processed as they are too frequently incomplete or illegible;
- d. DHQs must be signed by the parent/guardian and not the cadet. There are no exceptions, regardless of the age of the cadet;
- e. only the current version of the DHQ will be accepted;
- f. photocopies, scanned or faxed versions of the DHQ will not be accepted;
- g. if corps/squadron staff become aware of a new medical condition, a new DHQ will be required; and
- h. if possible, corps/squadron staff should provide a pre-addressed envelope with the DHQ so parents/guardians may mail the DHQs directly to the RMLO at:

Regional Cadet Support Unit (Pacific)  
Attn: RMLO  
PO Box 17000 Stn Forces  
Victoria, BC V9A 7N2

2. The DHQ process is intended to protect cadets from participating in activities that may not be compatible with their medical conditions and also to protect the corps/squadron staff as well as the CCO from liability which may result from allowing a cadet to participate in an activity that aggravates or worsens a medical condition. Participation Limitations assigned to a cadet through this process are to be respected during local training activities, as well as CTC training.

(RCMLO)

### **137/19 – CATO 16-07 INTERIM DIRECTION**

1. CATO 16-07, Repair or Replacement of Spectacles – Cadets, Cadet Instructors, Civilian Instructors prescribes the policy and procedures relating to the repair or replacement of spectacles that have been damaged or lost in the course of duty at a Cadet Corps/Squadron or at a Cadet Summer Training Centre.

2. Interim direction was issued by Natl CJCR Sp Gp DComd on 4 Jul 19 while the CATO is being updated to a Gp Order that advises that cadets have no entitlement to repair or replacement of prescription glasses; however, a cadet may be entitled to receive compensation for loss or damage to personal property, e.g. glasses, when it's attributable to the performance of cadet duty IAW QR (Cds) 7.14.

(J1 Admin O)

### **138/19 – SCREENING OF VOLUNTEERS**

1. All volunteers and Reg F / P Res members working at a corps/squadron must be approved by the Corps/Sqn CO. The Sponsoring Committee or the League do not approve corps/sqn volunteers. This includes not only volunteer instructors, but anyone who regularly attends cadet activities and provides any form of volunteer service.

2. For additional information, refer to the table located in Annex D.

3. Original PRC/VSS and applicable volunteer agreement are to be submitted to the RCSU (Pac) J1 section.

(J1 HRO)

### **139/19 – CLASS A RESERVE SERVICE**

Ref: CF Mil Pers Instr 20/04

IAW ref, Class "A" Reserve Service shall be used for short periods of service to a maximum of 12 consecutive days. The maximum number of days of Class "A" Reserve Service that a member may provide in any given calendar month is 15 days, even if the service is for different taskings. It is a member's responsibility to ensure they are compliant with this direction especially if they are drawing pay from more than one corps/sqn / training establishment / unit.

(J1 HRO)

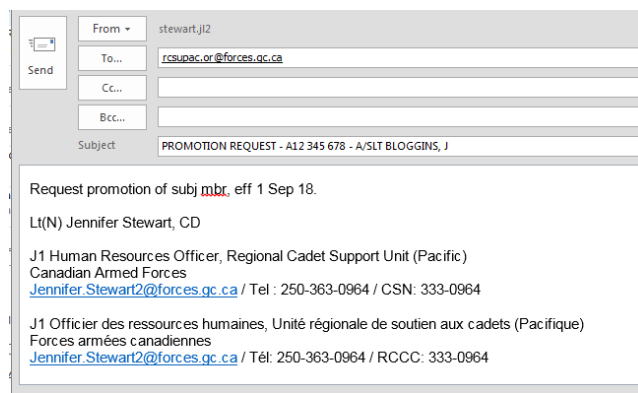
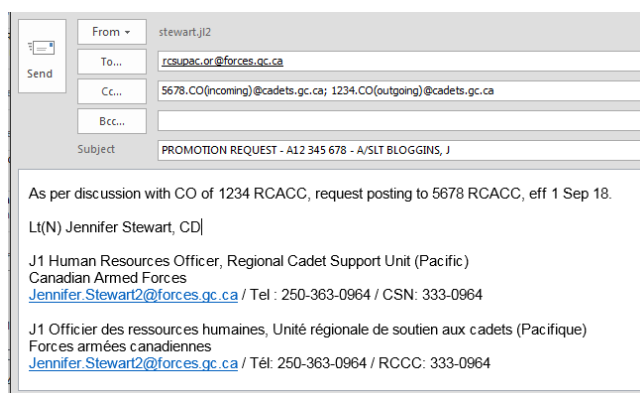
### **140/19 – SIGNATURES ON DND 2893**

When completing a DND 2893, COATS – Class "A" Reserve Service Attendance form, the member and supervisor signatures must be ink signatures. Electronic or script font used in the signature block or in place of initials are not permitted.

(J1 HRO)

## **141/19 – PERSONNEL TRANSACTIONS**

1. Personnel transactions are initiated by sending an email to the RCSU (Pac) J1 Orderly Room and the required forms to support the transaction will be initiated by the appropriate J1 staff.
2. The following transactions are to be initiated by the corps / squadron CO:
  - a. promotion;
  - b. posting; and
  - c. change of position.
3. The following transactions are to be initiated by the member:
  - a. transfer (to the Supplementary Reserve);
  - b. release; and
  - c. exempt duty and training (ED&T).
4. To request any of these personnel transactions to be initiated, the following steps are to be followed:
  - a. CO or member (as applicable from above) will initiate an email to the J1 Orderly Room ([rcsupac.or@forces.gc.ca](mailto:rcsupac.or@forces.gc.ca));
  - b. in the subject line of the email, include the type of personnel transaction, member's service number, rank, name and initials (example below);
  - c. in the text of the email, include a single sentence describing which personnel transaction is being requested (examples below); and
  - d. unless there are unusual circumstances, no further details should be required.
5. Example emails for requesting a personnel transaction are as follows:



(J1 HRO)

## **142/19 – RESERVE SERVICE/EMPLOYMENT FOR CTC 2020**

1. Applications for 2020 Cadet Training Centre (CTC) positions are now being accepted. Positions are available for members who are available for the full summer training period as well as on a partial summer or surge support basis. All members are encouraged to apply for any period of availability in order to further their professional development through contributing to the summer training program.
2. Applications can be submitted using a Cdt #112 (available on SharePoint / QR Code Link shown at Annex E), by sending a message containing information of the Cdt #112 to [rcsupacstaffing@forces.gc.ca](mailto:rcsupacstaffing@forces.gc.ca), or by text to 250-217-8758. Once an application is received, the

applicant will receive an email outlining what further documentation, if any, must be provided in order for the applicant to be considered eligible for service / employment.

3. Available Pacific Region CTC positions are listed in Annex E. Applicants who choose to apply for out of Region CTC positions must do so through their home Region. As CTC course dates and billets have not yet been finalized, positions and dates are regarded as tentative and are subject to change. Dates are inclusive of travel and will be amended if travel days are not authorized. Service / employment dates will be confirmed at the time an offer is made.

4. Please note the following application deadlines:

- a. senior staff (LCdr / Maj) positions: applications are due NLT 1 December 2019 in preparation for selections prior to the holiday season break; and
- b. applications for all other positions are due NLT 10 January 2020.

Applications will be accepted beyond these dates, however, priority will be given to applicants who meet the application deadlines.

5. Questions may be directed to Capt Scott Daniels, J1 CTC Staffing Officer, by email at [resupacstaffing@forces.gc.ca](mailto:resupacstaffing@forces.gc.ca), by text at 250-217-8758, or by phone at 250-363-0963.

(J1 Staffing O)

#### **143/19 – WEARING OF PILOT WINGS**

1. RCA Ops has recently received multiple requests for authorization to present Pilot Wings to both cadets and CIC officers who hold a Transport Canada Pilot License, either glider or power, but who have not completed one of the courses for which the awarding of wings is based. In all cases, these requests have been denied. CATO 52-04 is the appropriate reference, and clearly states that authorization to wear wings will only be granted to members who have successfully completed the relevant qualifying course.

2. Any member who is currently wearing wings, and who does not qualify for that privilege under the terms of CATO 52-04, shall bring themselves into compliance.

3. In the event that a member has not qualified to wear wings under the terms of CATO 52-04, but has received previous written authorization to do so, he/she is to identify him/herself to the RCA Ops O.

(RCA Ops O)

#### **144/19 – SUPPLY CUSTOMER ACCOUNT (SCA) VERIFICATIONS**

1. The SCA verification packages that were handed out to Corps/Squadron COs (or designates) during the Corps/Squadron Area Meeting at Work Point Barracks (CFB Esquimalt) are to be completed and submitted to RCSU (Pac) NLT 12 Nov 19.

2. Submissions and questions (including questions about material identification) can be directed to MCpl Forest at [Stephen.Forest@forces.gc.ca](mailto:Stephen.Forest@forces.gc.ca).

(J4)

#### **145/19 – MAJOR LINDA HILDEBRANDT – DEPART WITH DIGNITY RECEPTION**

1. After 36 years of distinguished service to the Cadet Instructors Cadre, Major Linda Hildebrandt has retired from the Canadian Armed Forces.

2. Those who know Major Hildebrandt, including guests, partners and spouses, are invited to celebrate her retirement at a special Depart with Dignity reception on 16 Nov 19 in Victoria.

3. Tariff is \$35 and includes a catered, stand-up reception and a contribution towards her retirement gift. Space is limited, and tickets will be sold on a first come, first served basis.

4. For those unable to attend, a special portal has been created to send congratulatory messages and/or contribute to her gift.

5. Please visit: [www.cic-bc.ca](http://www.cic-bc.ca) to access the message portal, see event information and purchase tickets!

(CIC Branch Association of BC)

#### **146/19 – CHANGE TO WINTER DRESS**

The change to winter dress took effect Mon, 21 Oct 19.

(RCSU (Pac) CWO)

#### **147/19 – REMEMBRANCE DAY CEREMONIES**

1. Every year on November 11<sup>th</sup>, Canadians pause in a silent moment of remembrance for the men and women who have served and continue to serve our country during times of war, conflict and peace. We honour those who fought for Canada in the First World War (1914-1918), the Second World War (1939-1945) and the Korean War (1950-1953), as well as those who have served since then, including in Afghanistan. More than 1,500,000 Canadians have served our country and more than 100,000 have died. They gave their lives and their futures so that we may live in peace.

2. CAF members and cadets are expected to attend a Remembrance Day ceremony in their community, be well turned out and provide a positive representation of the CAF and CCO.

(CO)

*// original signed by //*

D.B. Henderson  
Commander  
Commanding Officer



**RELIABILITY STATUS REQUIRING UPDATE**

1. Reliability Screening consists of conducting verifications and checks in order to be able to grant individuals a Reliability Status (RS), which is the minimum level required for all CAF members and civilian instructors working in support of the CCO. RS must be updated every 10 years. Note that for renewals, certified copies of two pieces of ID and a proof of current address are required to accompany the Cdt #172. The following personnel must renew their RS prior to the due date indicated below:

Unit	Rank	Name	Due Date
2289 RCACC	Lt	Armstrong, S	13-Nov-19
RCA Ops	Capt	Corazza, C	20-Feb-20
220 RCSCC	Lt(N)	Driemel, L	22-Feb-20
655 RCACS	Capt	Fong, A	20-Feb-20
47 RCSCC	Lt(N)	Mok, D	25-Feb-20
RCSU	CI	Nicoll, G	25-Feb-20

2. 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
RCSU	Capt	Cable, R	22-Jan-19	25-Jan-19
RCSU	Capt	Canlas, O	14-Mar-18	09-Jan-18*
189 RCSCC	Lt(N)	Cartwright, J	14-Feb-18	27-Feb-18
RCSU	Capt	Chan, D	07-Dec-17	12-Sep-17*
RCSU	SLt	Englouen, C	07-May-19	03-Jun-19
RCSU	Capt	Goddard, K	02-Apr-18	30-Apr-18
RCSU	MWO	Hobor, T	08-Feb-18	09-Feb-17*
RCSU	Capt	Hirst, D	18-Sep-19	30-Sep-19
RCSU	Capt	Holder, A	24-Mar-19	29-Mar-19
RCSU	Capt	Perrin, R	14-Jun-17	26-Apr-17
259 RCACS	Lt	Power, B	06-Feb-17	09-Feb-17
2458 RCACC	Capt	Rienks, M	02-Jun-19	03-Sep-19
RCSU	Lt(N)	Totten, N	21-Sep-15	17-Oct-16
RCSU	Capt	Turra, E	24-Jan-17	25-Jan-17
RCSU	Lt	Wolfe, D	10-Sep-17	03-Sep-19
RCSU	Lt	Zhang, L	15-May-18	24-May-18

\* Mbr was suspended for an expired PRC/VSS on the date indicated, but a new RS will also be required prior to authorization to recommence duties.

3. RS paperwork has been completed for the following personnel who are authorized to recommence duties effective on the approval date indicated below:

Unit	Rank	Name	Cease Parading Effective Date	Approval Date
2290 RCACC	Capt	Liem, A	30-Sep-19	01-Oct-19
102 RCSCC	Lt(N)	Nilsson, C	03-Sep-19	03-Oct-19
2316 RCACC	Capt	Rimmer, S	30-Sep-19	25-Oct-19

(J1 Staffing O)

PRC/VSS REQUIRING UPDATE

Ref: CATO 23-04

1. IAW ref, all members shall update their Police Record Check/Vulnerable Sector Screening (PRC/VSS) every five years. Following is a list of personnel whose PRC/VSS will require renewal prior to the due date indicated:

Unit	Rank	Name	Due Date
746 RCACS	CI	Ardila, S	28-Nov-19
RCSU	A/SLt	Askey, C	05-Feb-20
RCA Ops	CI	Ball, C	14-Jan-20
RCSU	Sgt	Brennan, B	30-Jan-20
RCSU	Lt(N)	Broom, B	28-Feb-20
47 RCSCC	Lt(N)	Cano Escamilla, J	02-Dec-19
189 RCSCC	Lt(N)	Cennon, B	21-Nov-19
2277 RCACC	OCdt	Collinson, E	03-Feb-20
858 RCACS	Capt	Douglas, D	14-Nov-19
93 RCSCC	Lt(N)	Earl, R	16-Dec-19
63 RCSCC	Capt	Emde, D	01-Feb-20
111 RCACS	Capt	Fallah, M	24-Feb-20
655 RCACS	Capt	Fong, A	10-Dec-19
202 RCSCC	Lt(N)	Frey, D	29-Jan-20
902 RCACS	Lt	Gallagher, T	18-Dec-19
835 RCACS	2Lt	Gray, A	10-Feb-20
RCSU	2Lt	Hsieh, M	26-Nov-19
777 RCACS	Lt	Hui, B	15-Jan-20
521 RCACS	Lt	Katherns, A	13-Nov-19
637 RCACS	Lt	Kong, S	01-Dec-19
RCSU	2Lt	Kwan, V	10-Feb-20
637 RCACS	Lt	Kwong, R	28-Jan-20
744 RCACS	Capt	Lee, B	18-Dec-19
RCSU	OCdt	Lee, R	22-Jan-20
2483 RCACC	Capt	MacDonald, C	07-Nov-19
RCA Ops	Lt	MacDonald, M	09-Jan-20
2136 RCACC	Lt	McClellan, T	15-Jan-20
2827 RCACC	Lt	McLennan, D	20-Jan-20
768 RCACS	Lt	Miglani, P	03-Feb-20
2483 RCACC	2Lt	Myers, T	02-Dec-19
RCSU	A/SLt	Novak, M	23-Dec-19
RCA Ops	Lt	Patz, M	20-Nov-19
RCSU	Lt(N)	Pichaloff, H	09-Dec-19
RCSU	Lt(N)	Puckering, J	02-Feb-20
2822 RCACC	CI	Robinson, A	25-Nov-19
RCSU	SLt	Singh, T	24-Feb-20
2422 RCACC	Capt	Stuart, V	28-Feb-20
754 RCACS	Lt	Tang, R	28-Jan-20
744 RCACS	CI	Turner, K	20-Nov-19
202 RCSCC	CI	Wells, S	19-Nov-19
583 RCACS	Capt	Wilcox, K	20-Jan-20
RCSU	Capt	Winkelaar, K	19 Jan 20

2. Personnel are advised that completion of a VSS check can take up to three months, therefore it is important that the process be initiated well in advance of the expiry date.

3. A current PRC/VSS is required for all adult supervisors, 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).

4. The PRC/VSS for the following pers has extended beyond the five year mark, therefore, the following pers have been directed to cease parading on the date indicated:

Unit	Rank	Name	Due Date	Cease Parading Effective Date
RCSU	OCdt	Anderson, D	19-Sep-16	28-Oct-16
RCSU	Capt	Arthur, A	02-Sep-19	03-Sep-19
RCSU	Capt	Cable, R	05-Feb-13	06-Feb-13
RCSU	Capt	Chan, D	07-Sep-17	12-Sep-17

Annex B  
RCSU (Pac) Routine Orders  
5 November 2019

RCSU	Maj	Croston, C	25-Jun-17	30-Jun-17
3066 RCACC	CI	Drees, S	01-May-19	03-Jun-19
RCSU	LCdr	Fedderly, G	15-Oct-19	29-Oct-19
RCSU	Capt	Giroux, C	08-Aug-17	05-Sep-17
307 RCSCC	SLt	Havas, T	07-Jul-19	08-Jul-19
RCSU	MWO	Hobor, T	08-Feb-17	09-Feb-17
RCSU	Lt	Houle, E	27-Jan-15	29-Jan-15
103 RCACS	Capt	James, B	09-Dec-18	07-Jan-19
RCSU	Lt	Kelusky, S	28-Aug-18	29-Aug-18
RCSU	Maj	Lewis, R	24-Dec-18	07-Jan-19
RCSU	Lt	Lum Black, K	20-Sep-17	21-Sep-17
201 RCSCC	SLt	Lung, H	16-Oct-19	29-Oct-19
RCSU	Lt	MacDougall, A	24-Mar-16	29-Mar-16
102 RCSCC	Lt(N)	Manning, C	15-Oct-19	29-Oct-19
RCSU	2Lt	Moore, A	15-Oct-17	20-Oct-17
RCSU	Capt	Perrin, R	25-Apr-17	26-Apr-17
RCSU	OCdt	Pike, S	23-Sep-15	12-Mar-14
RCSU	Lt	Power, B	13-Sep-18	01-Oct-18
RCSU	Capt	Rienks, M	28-Feb-19	05-Mar-19
RCSU	Capt	Seganfredo, S	11-Aug-19	03-Sep-19
RCSU	Lt	Sekhon, N	29-Jul-17	03-Aug-17
RCSU	Lt	Toth, T	04-Aug-17	05-Sep-17
RCSU	Lt(N)	Totten, N	19-Jul-17	17-Oct-16
888 RCACS	Lt	Tse, B	13-Oct-19	01-Nov-19
RCSU	Capt	Turra, E	02-Aug-17	25-Jan-17
RCSU	CI	Van Wyk, K	30-Oct-18	31-Oct-18
RCSU	Capt	Wade, C	20-Jun-17	30-Jun-17
2947 RCACC	Capt	Yauck, L	12-Sep-18	01-Oct-18
RCSU	2Lt	Zhao, K	22-Oct-19	29-Oct-19

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

Unit	Rank	Name	Cease Parading Effective Date	PRC/VSS Approval Date
RCSU	SLt	Agoes, I	11-Dec-17	03-Oct-19
RCSU	Capt	Canlas, O	09-Jan-18	03-Oct-19*
263 RCSCC	Lt(N)	Diethelm, A	30-Sep-19	22-Oct-19
RCSU	Lt(N)	Kiefer, N	01-Oct-19	03-Oct-19
2812 RCACC	2Lt	Lindh, H	29-Oct-19	01-Nov-19
2422 RCACC	Capt	Miskulin, J	03-Sep-19	22-Oct-19

\* Mbr has submitted a current PRC/VSS, but a new RS will also be required prior to authorization to recommence duties.

(J1 Staffing O)

PLACEMENT OF POPPIES

# WEARING OF POPPY LE PORT DU COQUELICOT

**GABARDINE OVERCOAT**  
ALL ELEMENTS

**RAIN JACKET**  
ALL ELEMENTS

**GORTEX JACKET**  
NAVY & AIR

**CANEX WINDBREAKER**  
ALL ELEMENTS

**MESS KIT**  
ALL ELEMENTS

**SWEATER**  
ALL ELEMENTS

**SERVICE DRESS**  
ALL ELEMENTS

**NCD SHIRT**  
NAVY

**NCD JACKET**  
NAVY

**SHORT SLEEVE SHIRT**  
ALL ELEMENTS

ALL ARMY AND AIR WITH EPAULETTE  
WORN ON FRONT OF CLOTHING ARTICLE \*

\* AIR AND ARMY PERSONNEL WILL REMOVE THE  
CNC PIN ON CADPAT DURING THE POPPY CAMPAIGN

CIVILIAN VOLUNTEERS AND REG F / P RES MEMBERS SUPPORTING CADET ACTIVITIES

	<b>Civilian Volunteer</b>	<b>Reg F</b>		<b>P Res – Class B</b>		<b>P Res - Class A</b>	
<b>Policy</b>	CATO 23-07	CF Mil Pers Instr 03/10		CF Mil Pers Instr 20/04		CF Mil Pers Instr 20/04	
<b>Authority</b>	<u><i>Civil Support</i></u> -Mbr is a volunteer -Volunteer agreement (Cdt #139) in place with corps/sqn CO	<u><i>Military Support</i></u> - Ordered by Mbr’s CO (in writing) - Is on duty -May wear uniform	<u><i>Civil Support</i></u> -Mbr is a volunteer and not on duty -Volunteer agreement (Cdt #139) in place with corps/sqn CO - Shall not wear uniform	<u><i>Military Support</i></u> - Ordered by Mbr’s CO - Is on duty -May wear uniform	<u><i>Civil Support</i></u> -Mbr is a volunteer and not on duty -Volunteer agreement (MHRRP Form - Application for Voluntary Reserve Service While on Class “B” or “C” Reserve Service) in place with corps/sqn CO - Shall not wear uniform	<u><i>Military Support</i></u> - Must be placed on Class A service and paid -May wear uniform	<u><i>Civil Support</i></u> -Mbr is a volunteer and not on duty -Volunteer agreement (Cdt #139) in place with corps/sqn CO - Shall not wear uniform
<b>Screening</b>	All adults working with a Corps/Squadron, regardless of how often they attend, shall complete a PRC/VSS. Guest Lecturers do not need to complete screening, but must be under the direct and immediate supervision of corps/squadron staff.						
<b>NOTES</b>	Original PRC/VSS and applicable volunteer agreement are to be submitted to the RCSU (Pac) J1 section. Contact your Area OIC for guidance and to initiate the process if a Reg F member wishes to volunteer in uniform. Contact your Area OIC to discuss the possibility of a P Res member providing support to your corps / squadron.						

2020 CTC STAFF POSITIONS

Each line indicates a unique position. There may be a need to staff multiples of a specific position (i.e. multiple General Training Platoon Commander positions). Dates are subject to change.

HMCS QUADRA CTC – Class B Full or Partial Summer

POSITION	ESTABLISHED RANK	ANTICIPATED DATES	
Unit Public Affairs Representative	Lt(N)	21-Jun-20	17-Aug-20
Unit Cadet Conflict Management Advisor	Lt(N)	21-Jun-20	17-Aug-20
Administration Officer	Lt(N)	07-Jun-20	21-Aug-20
Personnel Administration Officer	SLt-Lt(N)	14-Jun-20	21-Aug-20
Finance Officer **	Lt(N)	19-Jun-20	21-Aug-20
Non-Public Funds Accounts Officer **	Lt(N)	19-Jun-20	21-Aug-20
Bank Officer	MS	21-Jun-20	17-Aug-20
Canteen Supervisor	Lt(N)	21-Jun-20	19-Aug-20
QUADRA Operations Officer	LCdr	14-Jun-20	21-Aug-20
Officer Commanding Training Centre Operations	Lt(N)	17-Jun-20	19-Aug-20
Training Centre Operations Officer	Lt(N)	21-Jun-20	17-Aug-20
Training Centre Operations Second In Charge	CI/NCdt-SLt	21-Jun-20	17-Aug-20
OIC PCT	Lt(N)-LCdr	17-Jun-20	17-Aug-20
XO PCT	Lt(N)	21-Jun-20	17-Aug-20
Bridge Watchkeeper PCT	SLt-Lt(N)	21-Jun-20	17-Aug-20
Training Officer PCT	SLt-Lt(N)	21-Jun-20	17-Aug-20
Boats Officer/Water Safety Officer	Lt(N)	14-Jun-20	21-Aug-20
Boats Training Officer	SLt	17-Jun-20	21-Aug-20
SCOP Instructor	SLt-Lt(N)	17-Jun-20	19-Aug-20
Assistant SCOP Instructor	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Chief Training Officer	LCdr	07-Jun-20	21-Aug-20
Scheduler	Lt(N)	14-Jun-20	21-Aug-20
Standards Officer	Lt(N)	17-Jun-20	19-Aug-20
Assistant Standards Officer	NCdt-SLt	21-Jun-20	17-Aug-20
Range Safety Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Seamanship Instructor	Lt(N)	21-Jun-20	17-Aug-20
Navigation Officer	Lt(N)	21-Jun-20	17-Aug-20
Sports Officer	Lt(N)	17-Jun-20	19-Aug-20
Assistant Sports Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Sail & Shipwright Division Training Officer	LCdr	14-Jun-20	21-Aug-20
Sail Learning Facilitator	Lt(N)	17-Jun-20	19-Aug-20
Basic Sail Course Officer	Lt(N)	17-Jun-20	19-Aug-20
Basic Sail Training Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Basic Sail Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Intermediate Sail Course Officer	Lt(N)	17-Jun-20	19-Aug-20
Intermediate Sail Training Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Intermediate Sail Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Senior Sail Course Officer	Lt(N)	17-Jun-20	19-Aug-20
Senior Sail Training Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Senior Sail Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Shipwright Course Officer	Lt(N)	17-Jun-20	19-Aug-20
Shipwright Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Seamanship Division Training Officer	LCdr	14-Jun-20	21-Aug-20
Basic Seamanship Course Officer	Lt(N)	17-Jun-20	19-Aug-20
Basic Seamanship Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Ship's Boat Operator Course Officer	Lt(N)	17-Jun-20	19-Aug-20

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Ship's Boat Operator Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Boatswain Mate Course Officer	Lt(N)	17-Jun-20	19-Aug-20
Boatswain Mate Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Music Division Training Officer	LCdr	14-Jun-20	21-Aug-20
Basic Musician Course Officer	Lt(N)	17-Jun-20	19-Aug-20
Basic Musician Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Intermediate & Advanced Musician Course Officer	Lt(N)	17-Jun-20	19-Aug-20
Intermediate Musician Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Advanced Musician Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Senior Music Instructor	Lt(N)	17-Jun-20	19-Aug-20
Specialist Music Instructor - Flute	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Clarinet	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Saxophone	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Trumpet	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Low Brass	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Percussion	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Percussion	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Woodwind/Brass	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Woodwind/Brass	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Woodwind/Brass	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Woodwind/Brass	CI/NCdt-SLt	21-Jun-20	17-Aug-20
GT & DC Training Officer	LCdr	14-Jun-20	21-Aug-20
D and C Course Officer	Lt(N)	17-Jun-20	19-Aug-20
Basic D and C Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Drill and Ceremonial Instructor Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
General Training Course Officer	Lt(N)	17-Jun-20	19-Aug-20
General Training Divisional Officer	CI/NCdt-SLt	21-Jun-20	17-Aug-20
Support Services Officer	LCdr	07-Jun-20	21-Aug-20
IT Officer	Lt(N)	07-Jun-20	21-Aug-20
Boats Maintenance Officer	Lt(N)	14-Jun-20	21-Aug-20
Sail Maintenance / General Training Sail Officer	CI/NCdt-SLt	17-Jun-20	21-Aug-20
Maintenance Engineering Officer / General Safety Officer	Lt(N)	14-Jun-20	19-Aug-20
Assistant Maintenance Engineering Officer	SLt	17-Jun-20	19-Aug-20
Movements Officer	Lt(N)	17-Jun-20	20-Aug-20

\*\* May be required to attend training in May 2020

**HMCS QUADRA CTC – Class A**

POSITION	ESTABLISHED RANK	ANTICIPATED DATES	
Training Centre Operations - Class A Surge	CI/NCdt-Lt(N)	TBC	
Intake & Exhaust - Class A Surge	NCdt-Lt(N)	27-Jun-20	27-Jun-20
		5-Jul-20	5-Jul-20
		18-Jul-20	19-Jul-20
		25-Jul-20	26-Jul-20
		1-Aug-20	2-Aug-20
15-Aug-20	15-Aug-20		
First Aid Instructor - CAF Staff	NCdt-Lt(N)	21-Jun-20	27-Jun-20
Sail and SCOP Specialist - Class A Surge	CI/NCdt-Lt(N)	TBC	
SCdt Selections O	SLt-Lt(N)	24-Jun-20	04-Jul-20



**Vernon CTC – Class B Full or Partial Summer**

<b>POSITION</b>	<b>ESTABLISHED RANK</b>	<b>ANTICIPATED DATES</b>	
Quarter Master Senior Instructor	WO-MWO	14-Jun-20	21-Aug-20
Adjutant	Capt	14-Jun-20	21-Aug-20
Unit Public Affairs Representative	Capt	21-Jun-20	17-Jun-20
Unit Cadet Conflict Management Advisor	Capt	21-Jun-20	17-Jun-20
Administration Officer	Capt	07-Jun-20	21-Aug-20
Personnel Administration Officer	Lt-Capt	14-Jun-20	21-Aug-20
Finance Officer **	Capt	19-Jun-20	21-Aug-20
Non-Public Funds Accounts Officer **	Capt	19-Jun-20	21-Aug-20
Canteen Officer	Capt	21-Jun-20	19-Jun-20
Assistant Canteen Officer	OCdt-Lt	21-Jun-20	17-Jun-20
Officer Commanding Training Centre Operations	Capt	17-Jun-20	19-Aug-20
Training Centre Operations Officer	Capt	21-Jun-20	17-Aug-20
Training Centre Operations Second In Charge	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Chief Training Officer	Maj	07-Jun-20	21-Aug-20
Standards Officer	Capt	17-Jun-20	19-Aug-20
Assistant Standards Officer	2Lt-Lt	21-Jun-20	17-Aug-20
Sports Officer	Capt	17-Jun-20	19-Aug-20
Assistant Sports Officer / Range Safety Officer	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Alpha Company Commander - Drill and Ceremonial Instructor	Maj	14-Jun-20	21-Aug-20
Course Officer Drill and Ceremonial Instructor (Land)	Capt	17-Jun-20	19-Aug-20
Platoon Commander Drill and Ceremonial Instructor (Land)	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Course Officer Drill and Ceremonial Instructor (Air)	Capt	17-Jun-20	19-Aug-20
Flight Commander Drill and Ceremonial Instructor (Air)	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Bravo Company Commander - Music and Sports	Maj	14-Jun-20	21-Aug-20
Course Officer Basic Musician	Capt	17-Jun-20	19-Aug-20
Course Officer Intermediate and Advanced Musician	Capt	17-Jun-20	19-Aug-20
Platoon Commander - Basic Musician	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Platoon Commander - Intermediate Musician	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Platoon Commander - Advanced Musician	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Senior Music Instructor	Capt	17-Jun-20	19-Aug-20
Specialist Music Instructor - Flute	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Clarinet	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Saxophone	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Trumpet	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Low Brass	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Percussion	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Woodwind/Brass	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Woodwind/Brass	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Course Officer Basic Fitness and Sports	Capt	17-Jun-20	19-Aug-20
Platoon Commander Basic Fitness and Sports	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Charlie Company Commander - General Training	Maj	14-Jun-20	21-Aug-20
Course Officer General Training	Capt	17-Jun-20	19-Aug-20
Platoon Commander General Training	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Delta Company Commander - Marksmanship	Maj	14-Jun-20	21-Aug-20
Head Coach	Capt	17-Jun-20	19-Aug-20
Range Safety Officer / Instructor	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Course Officer - Basic Marksman	Capt	17-Jun-20	19-Aug-20
Platoon Commander - Basic Marksman	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Course Officer - Air Rifle Marksmanship Instructor	Capt	17-Jun-20	19-Aug-20



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Platoon Commander - Air Rifle Marksmanship Instructor	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Echo Company Commander - Expedition	Maj	14-Jun-20	21-Aug-20
Expedition Logistics Support Officer	Capt	17-Jun-20	19-Jun-20
Course Officer - Basic Expedition	Capt	17-Jun-20	19-Aug-20
Platoon Commander - Basic Expedition	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Course Officer - Expedition Instructor	Capt	17-Jun-20	19-Aug-20
Expedition Leader - Expedition Instructor	Capt	21-Jun-20	17-Aug-20
Foxtrot Company Commander - Basic Drill and Ceremonial	Maj	14-Jun-20	21-Aug-20
Course Officer Basic Drill and Ceremonial (Land)	Capt	17-Jun-20	19-Aug-20
Platoon Commander Basic Drill and Ceremonial (Land)	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Course Officer Basic Drill and Ceremonial (Air)	Capt	17-Jun-20	19-Aug-20
Flight Commander Basic Drill and Ceremonial (Air)	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Support Services Officer	Maj	31-May-20	21-Aug-20
Support Services Second In Charge	Capt	07-Jun-20	19-Aug-20
IT Officer	Capt	07-Jun-20	19-Aug-20
Movements Officer	Capt	17-Jun-20	19-Aug-20
Assistant Movements Officer	Lt	21-Jun-20	17-Aug-20

\*\* May be required to attend training in May 2020

**Vernon CTC – Class A**

<b>POSITION</b>	<b>ESTABLISHED RANK</b>	<b>ANTICIPATED DATES</b>	
Training Centre Operations - Class A Surge	CI/OCdt-Capt	TBC	
Intake & Exhaust - Class A Surge	OCdt-Capt	27-Jun-20	27-Jun-20
		5-Jul-20	5-Jul-20
		18-Jul-20	19-Jul-20
		25-Jul-20	26-Jul-20
		1-Aug-20	2-Aug-20
15-Aug-20	15-Aug-20		
First Aid Instructor - CAF Staff	OCdt-Capt	21-Jun-20	27-Jun-20
SCdt Selections O	Lt-Capt	24-Jun-20	04-Jul-20
Expedition Instructor - Trekking Specialist	CI/OCdt-Capt	12-Jul-20	19-Jul-20
Expedition Instructor - Trekking Specialist	CI/OCdt-Capt	19-Jul-20	26-Jul-20
Expedition Instructor - Trekking Specialist	CI/OCdt-Capt	26-Jul-20	02-Aug-20
Basic Expedition - Flat Water Canoe Specialist	CI/OCdt-Capt	07-Jul-20	11-Jul-20
Basic Expedition - Flat Water Canoe Specialist	CI/OCdt-Capt	14-Jul-20	19-Jul-20
Basic Expedition - Flat Water Canoe Specialist	CI/OCdt-Capt	28-Jul-20	01-Aug-20
Basic Expedition - Flat Water Canoe Specialist	CI/OCdt-Capt	05-Aug-20	09-Aug-20

**Albert Head CTC – Class B Full or Partial Summer**

POSITION	ESTABLISHED RANK	ANTICIPATED DATES	
Unit Public Affairs Representative	Capt	21-Jun-20	17-Aug-20
Unit Cadet Conflict Management Advisor	Capt	21-Jun-20	17-Aug-20
Administration Officer	Capt	07-Jun-20	21-Aug-20
Personnel Administration Officer	Lt-Capt	14-Jun-20	21-Aug-20
Finance Officer **	Capt	19-Jun-20	21-Aug-20
Non-Public Funds Accounts Officer **	Capt	19-Jun-20	21-Aug-20
Banking Officer	Lt-Capt	21-Jun-20	17-Aug-20
Canteen Officer	Capt	21-Jun-20	19-Jun-20
Officer Commanding Training Centre Operations	Capt	17-Jun-20	19-Aug-20
Training Centre Operations Officer	Capt	21-Jun-20	17-Aug-20
Training Centre Operations Second In Charge	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Chief Training Officer	Maj	07-Jun-20	21-Aug-20
Standards Officer	Capt	17-Jun-20	19-Aug-20
Assistant Standards Officer	Lt	21-Jun-20	17-Aug-20
Sports Officer	Capt	17-Jun-20	19-Aug-20
Assistant Sports Officer / Range Safety Officer	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Wing Training Officer (2 wk crses)	Maj	14-Jun-20	21-Aug-20
Course Officer General Training	Capt	17-Jun-20	19-Aug-20
General Training Flight Commander	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Wing Training Officer (3 wk crses)	Maj	14-Jun-20	21-Aug-20
Course Officer Basic Survival	Capt	17-Jun-20	19-Aug-20
Basic Survival Flight Commander	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Basic Survival Assistant Flight Commander	CI/OCdt-2Lt	21-Jun-20	17-Aug-20
Course Officer Basic Aviation Technology and Aerospace	Capt	17-Jun-20	19-Aug-20
Basic Aviation Technology and Aerospace Flight Commander	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Wing Training Officer (6 wk crses)	Maj	14-Jun-20	21-Aug-20
Course Officer Fitness And Sport Instructor	Capt	17-Jun-20	19-Aug-20
Fitness and Sport Instructor Flight Commander	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Course Officer Intermediate and Advanced Musician	Capt	17-Jun-20	19-Aug-20
Intermediate Musician Flight Commander	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Advanced Musician Flight Commander	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Senior Music Instructor	Capt	17-Jun-20	19-Aug-20
Specialist Music Instructor - Woodwind	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Brass	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Specialist Music Instructor - Percussion	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Wing Support Services Officer	Maj	07-Jun-20	21-Aug-20
Support Services Second In Charge	Capt	14-Jun-20	19-Aug-20
Movements Officer	OCdt-Lt	21-Jun-20	17-Aug-20

\*\* May be required to attend training in May 2020

**Albert Head CTC – Class A**

POSITION	ESTABLISHED RANK	ANTICIPATED DATES	
Training Centre Operations - Class A Surge	CI/OCdt-Capt	TBC	
Intake & Exhaust - Class A Surge	OCdt-Capt	27-Jun-20	27-Jun-20
		5-Jul-20	5-Jul-20
		18-Jul-20	19-Jul-20
		25-Jul-20	26-Jul-20
		1-Aug-20	2-Aug-20

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		15-Aug-20	15-Aug-20
First Aid Instructor - CAF Staff	OCdt-Capt	21-Jun-20	27-Jun-20
Familiarization Flying Pilots	CI/OCdt-Capt	TBC	
Specialist Music Instructor - Surge Support	CI/OCdt-Capt	TBC	
SCdt Selections O	Lt-Capt	24-Jun-20	04-Jul-20

**Comox CFTC – Class B Full or Partial Summer**

<b>POSITION</b>	<b>ESTABLISHED RANK</b>	<b>ANTICIPATED DATES</b>	
Unit Public Affairs Representative	Capt	21-Jun-20	17-Aug-20
Administration Officer *	Capt	07-Jun-20	21-Aug-20
Non-Public Funds Accounts Officer **	Capt	19-Jun-20	21-Aug-20
Flying Standards Officer	Capt	10-Jun-20	19-Aug-20
Officer Commanding Training Centre Operations	Capt	10-Jun-20	19-Aug-20
Training Centre Operations Officer	CI/OCdt-Lt	14-Jun-20	17-Aug-20
Dispatcher / Movements Officer	Capt	14-Jun-20	19-Aug-20
Timekeeper	Capt	14-Jun-20	17-Aug-20
Sports Officer	CI/OCdt-Lt	17-Jun-20	19-Aug-20
Chief Flying Instructor	Maj	07-Jun-20	21-Aug-20
Deputy Chief Flying Instructor	Capt	10-Jun-20	19-Aug-20
Glider Flight Commander	Capt	10-Jun-20	19-Aug-20
Deputy Glider Flight Commander	Capt	14-Jun-20	17-Aug-20
Glider Pilot Instructor	CI/OCdt-Capt	14-Jun-20	17-Aug-20
Tow Flight Commander	Capt	10-Jun-20	19-Aug-20
Deputy Tow Flight Commander	Capt	14-Jun-20	17-Aug-20
Tow Pilot	CI/OCdt-Capt	21-Jun-20	17-Aug-20
Chief Ground Instructor	Maj	07-Jun-20	21-Aug-20
Ground Instructor	CI/OCdt-Lt	14-Jun-20	17-Aug-20
Advanced Aviation Course Officer	Capt	17-Jun-20	19-Aug-20
Advanced Aviation Flight Commander	CI/OCdt-Lt	21-Jun-20	17-Aug-20
Power Pilot Scholarship Supervisor (Locations may include Campbell River, Vancouver, and Kamloops)	Capt	21-Jun-20	17-Aug-20
Site Supervisor (Locations may include Campbell River, Vancouver, and Kamloops)	OCdt-Capt	21-Jun-20	17-Aug-20

\* May be required to start early to support the Glider Pilot Instructor Course

\*\* May be required to attend training in May 2020

**Comox CFTC – Class A**

<b>POSITION</b>	<b>ESTABLISHED RANK</b>	<b>ANTICIPATED DATES</b>	
Power Pilot Scholarship Supervisor Surge Support	CI/OCdt-Capt	TBC	
SCdt Selections Officer	Lt-Capt	24-Jun-20	04-Jul-20