



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

Order No. 03/2018	1 March 2018
Last Order No. 02/2018	Esquimalt, BC

ROUTINE ORDER ENTRIES

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041/18 – CRISIS SITUATION

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 RCSU (Pac) CC)

042/18 – REPORTS AND RETURNS

Cdt #140, Lord Strathcona Medal Nomination	Due 31 Mar 18
Cdt #144, Royal Canadian Legion Cadet Medal of Excellence Nomination	Due 31 Mar 18
Nominations for Colonel Robert Perron Award (Ref: CATO 13-16 Annex G)	Due 15 Apr 18

(J1 RCSU (Pac) CC)

043/18 – RCSU (PAC) PERSONNEL CHANGES

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

- a. Maj N. Shim has resumed her position of J3 OIC Lower Mainland Area effective 21 Feb 18;
- b. Capt D. Gee has resumed his position of J3 Zone Trg O – Surrey Langley effective 24 Feb 18; and
- c. Capt S. Daniels' period of Class B Reserve Service has ceased effective 22 Feb 18.

(J1)

044/18 – CDS DIRECTION ON PROFESSIONAL MILITARY CONDUCT

- Refs: A. CANFORGEN 016/18 012210Z Feb 18
B. Strong, Secure, Engaged: Canada's Defence Policy
C. Canadian Human Rights Act
D. QR&O, Art 19.14 and 19.44
E. CFAO 19-43 Racist Conduct
F. DAOD 5012-0 Harassment Prevention and Resolution
G. DAOD Series 5019 Conduct and Performance Deficiencies
H. DAOD Series 7023 Defence Ethics
I. The DND and CF Code of Values and Ethics
J. Duty with Honour: The Profession of Arms in Canada
K. External Review into Sexual Misconduct and Sexual Harassment in the CAF, external review authority
L. CDS Guidance to Commanding Officers and their Leadership Teams

1. The purpose of the CANFORGEN at ref A is to provide all CAF personnel with the CDS' guidance and expectations with regard to professional conduct and behaviour both on and off duty and to clearly establish the rules pertaining to joining and becoming a member of a group whose values or mandate are inconsistent with service in the CAF.

2. In *Strong, Secure, Engaged: Canada's Defence Policy* (ref B), the Government of Canada clearly stated its objectives of increasing inclusiveness and diversity within the CAF, and maintaining a healthy, safe workplace that is free from harassment and discrimination.
3. The CAF is committed to eliminating the incidence of discrimination within its ranks, enhancing the confidence of potential recruits that the CAF is an institution in which they will be welcome, and enhancing the confidence of Canadians in the integrity and ethical posture of the CAF. In doing so, the CAF will build public confidence in the organization as a disciplined military force that reflects the values of Canada, and promotes a safe and healthy work environment that embraces diversity and is conducive to the recruitment and retention of CAF members.
4. Discriminatory conduct is incompatible with the military ethos and with effective military service. Such conduct will not be tolerated. In addition to refraining from discriminatory conduct, CAF members are required to avoid any conduct that reflects negatively on the CAF. CAF members are constrained in comments they make, in how information and opinions are disclosed and are also constrained in political activity that they may engage in.
5. It is critical that CAF members comply with the direction in QR&O article 19.14(2)(a) which states that no member shall do or say anything that, if seen or heard by any member of the public, might reflect discredit on the CAF or on any of its members.
6. As per ref F, an alleged breach of these standards will result in an investigation which may, if found to be substantiated, result in administrative action, disciplinary action, or both and may result in release from the CAF. Any applicant who seeks to enrol in the CAF who is unable or unwilling to meet these standards of conduct will not be enrolled.
7. To ensure that the CAF reflects the Canadian ideals of diversity, respect and inclusion, and that it provides a workplace free from harassment and discrimination, the following conduct is prohibited:
 - a. participation in an activity of, or membership in, a group or organisation that a CAF member knows, or ought to know, is connected with criminal activities, promotes hatred, violence, discrimination or harassment on the basis of a prohibited ground of discrimination as defined in the Canadian Human Rights Act (CHRA). Prohibited activities include those related to groups that a CAF member knows, or ought to know, promote racism, sexism, misogyny, violence, xenophobia, homophobia, ableism and discriminatory views with respect to particular religions or faiths. If in doubt, CAF members are expected to seek guidance from their chain of command as to whether the activity or the membership would contravene these rules; and
 - b. the making or sharing of statements, whether verbal, written, online or otherwise, which the CAF member knew, or ought reasonably to have known, would promote discrimination or harassment on the basis of a prohibited ground of discrimination, as defined in the CHRA. Prohibited statements include those which express racism, sexism, misogyny, violence, xenophobia, homophobia, ableism and discriminatory views with respect to particular religions or faiths.
8. Social networks and the comment sections of websites are public in nature, and comments and behaviour therein form a permanent part of the public record. CAF members shall ensure that their online activity, whether on- or off-duty, does not reflect discredit on the CAF, compromise the CAF's reputation and lead others to refuse, be reluctant to or be unable to work with the CAF. For example, it would be prohibited for a CAF member to post anything on a social media site of an organization that is known to promote discriminatory views.
9. As stated in the DND and CF Code of Values and Ethics (ref I) and reinforced in *Duty with Honour* (ref J), at all times and in all places, CAF members shall respect human dignity and the value of every person by treating every person with respect and fairness.
10. The chain of command shall ensure that all serving CAF members and persons who are being recruited into the CAF are made aware of this order. Where the chain of command

suspects that this order has been contravened, the chain of command shall investigate and consult through normal staffing channels prior to taking any administrative action against a CAF member.

045/18 – SECURITY SCREENING 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)

046/18 – 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)

047/18 – RCSU (PAC) RESERVE EMPLOYMENT OPPORTUNITIES

1. Reserve Employment Opportunities (REOs) with the Regional Cadet Support Unit (Pacific) are available to serving Reservists who meet the required criteria as stated for each employment opportunity and can be found at: <http://armyapp.forces.gc.ca/reo-oe/en/VCDSBRANCH.aspx>.
2. The following REOs with the Regional Cadet Support Unit (Pacific) are currently published / will be published shortly:
 - a. O-34857 – J1 Senior Records and Pay Clerk – closing 8 Mar 18;
 - b. O-34697 – J4 Warehouse Supervisor (Comox) – closing 8 Mar 18;
 - c. O-34854 – J8 Fin Svcs (Travel & Claims) – closing 8 Mar 18;
 - d. O-34969 – J8 Fin Svcs (Travel & Claims) – closing 8 Mar 18;
 - e. O-34829 – Desktop Support Technician – closing 8 Mar 18;
 - f. O-34862 – Albert Head CTC Scheduler – closing 12 Mar 18; and
 - g. J3 Sp Svcs O (CIC CDL) – to be published shortly.

(J1 Staffing O)

048/18 – CHANGE TO SUMMER DRESS

The change to summer dress will take effect Tuesday, 3 April 2018.

(RCSU CWO)

049/18 – STATUS DURING PROCESSING OF POSTING / TRANSFER

Members in the process of posting to a corps / squadron from out of region or transferring from the Supplementary Reserve are not authorized to parade with the gaining corps / squadron until the posting / transfer is authorized by RCSU (Pac). Postings / transfers are not normally backdated and authorized paid days will commence upon completion of the posting / transfer.

(J1)

050/18 – T4 DISTRIBUTION

1. The 2017 T4/R1 are now available on EMAA to view/print and will be e-mailed shortly to members who chose this option.
2. A paper copy will be mailed before the end of February by Mil Pay in Ottawa to the residential address on file in the Human Resource Management System (HRMS) for mbrs who have not opted into electronic delivery. If your address has changed in the past year, please ensure you contact the RCSU (Pac) OR to verify it is up to date. T4s will be mailed to:
 - a. members of the Supplementary Reserve, Canadian Rangers, Civilian Instructors and Staff Cadets;
 - b. members who released before 22 Feb 18; and
 - c. all members who do not have an EMAA account.
3. Please note that T4/R1 reprint requests will not be accepted before 12 Mar 18. Should it be necessary to request a T4 reprint, the request must be sent to the Chief Clerk, Sgt Robinson, at Amanda.Robinson@forces.gc.ca or (250) 363-0939. Requests must be in the following format:
 - a. member's service number;
 - b. surname, given name;
 - c. year required;
 - d. full mailing address to which the T4 should be sent; and
 - e. reason for the reprint request.
4. Once a reprint request is received, it will be processed and sent to Mil Pay. Please note that the process can take 10 business days for it to be actioned.
5. You can also receive your T4 using "My CRA Account" through Revenue Canada. Your T4 will also have been uploaded into this account, for more information visit: <http://www.servicecanada.gc.ca/eng/online/tisoinfo.shtml>.
6. CAF personnel who do not have direct access to EMAA through a DWAN computer can fill out a DND 4121-E, Waiver for the Employee Member Access Account Application form. The required form is available in SharePoint and the File Repository (Pacific > Forms > Misc Forms). You may either scan it and submit it directly to the email address found on the form or mail it to the RCSU (Pac) Orderly Room for forwarding.

(J1 RCSU (Pac) CC)

051/18 – TEMPORARY DIRECTING STAFF POSITIONS

1. Expressions of Interest are being accepted from COATS members for temporary Directing Staff positions during the training year 2018-19.
2. Officers interested in these positions should apply by submitting a Cdt #176, Application for Temporary DS and the Temp DS Availability Form (both can be located in the CIC Training folder on SharePoint and in the RCIS (Pac) folder in the File Repository) to Lt (N) Rex Ford, J3 Trg O (CIC), at ESQRCSUPACCICTRAINING@forces.gc.ca.
3. Temporary Directing Staff may be offered short-term Class A or B periods of service for the delivery of in-house courses.
4. Pre-requisites:
 - a. Rank: Lieutenant (N) / Captain, Sub-Lieutenant / Lieutenant or Petty Officer 1st Class / Warrant Officer;
 - b. CIC Officer (00232), COATS GSO (00360) or COATS NCM (00359), depending on course requirement;
 - c. Command Experience: Corps / Squadron CO or equivalent experience at a Cadet Training Centre (for IOTC and COC);
 - d. possess extensive knowledge of the Canadian Cadet Organizations, their environmental Cadet Training Programs and the operation of a Cadet Corps / Squadron;
 - e. Senior Instructor Course (SIC) or LTQ qualified or equivalent leadership training;
 - f. be a competent instructor;
 - g. be capable of giving effective feedback to students;
 - h. be capable of preparing lesson plans, course reports and After Action Reports;
 - i. be computer literate, skilled in word processing and presentation programs, with special emphasis on Office 2010 using Word and PowerPoint;
 - j. possess well-developed organizational and administrative skills; and
 - k. possess counseling and facilitator skills.
5. Preference will be given to applicants who possess specialist skills relative to the course (i.e. Navigation, Pilotage, SCOP, Fieldcraft and Bushcraft, RSO qualified, Private Pilot Licence, Canoe Instructor, Abseil Instructor, Orienteering Instructor, etc).
6. Dates of reserve service will include course preparation time consisting of approximately two (2) days prior to start of course.
7. Applications will be accepted on an ongoing basis.

(J3 Trg O (CIC))

052/18 – CHANGE OF PERSONAL INFORMATION

1. All COATS members and CIs are reminded of the importance of advising the RCSU (Pac) of any personal information changes. The form Cdt #133 is to be forwarded, in conjunction with supporting documentation (marriage certificates, birth certificates, etc) as soon as possible following a change of address, change of dependants (add/delete), change of marital status, telephone number, etc.

2. Please be sure to note in the comments box which items you are updating, especially if using the same form for multiple transactions.

(J1 RCSU (Pac) CC)

053/18 – The Canadian Centre for Child Protection and Mandated Training Requirement

Refs: A. CANCDTGEN 001/18, issued 1 February 2018

B. 4500-3 (D Cdts and JCR 6-4) Deployment of the Positive Youth Development and Program Outreach (PYDPO), 19 January 2015 (NOTAL)

C. Engagement with the Canadian Centre for Child Protection (CP3), 23 January 2018 (NOTAL)

1. As detailed in ref A, the National Cadet and Junior Canadian Rangers Support Group (Natl CJCR Sp Gp) has been working proactively with the Canadian Centre for Child Protection. This charitable organization is dedicated to the personal safety of all children, with a goal to reduce child victimization by providing programs and services to Canadians. They operate several programs including Cybertip.ca, Missingkids.ca, Kids in the Know, and Commit to Kids.

2. As a result of this relationship, the Canadian Centre for Child Protection have made available some of their online training. After careful review of our learning package, Positive Youth Development and Program Outreach (PYDPO), one such opportunity has been identified within the learning module on child sexual abuse, specifically regarding the grooming and luring process that can occur in child sexual abuse.

3. For all current adult leaders in the CCO who have not yet completed PYDPO (as per ref B) and for all new adult entrants to the CCO, an updated PYDPO, including access to *Commit to Kids: Helping Organizations Prevent Child Sexual Abuse*, has been launched in the Defence Learning Network (DLN).

4. As directed in refs A and B, all adult leaders who have completed PYDPO prior to 1 Feb 18 are required to complete the relevant portion of the online learning program, *Commit to Kids: Helping Organizations Prevent Child Sexual Abuse*. To access the training, log onto the DLN and search for “%PYDPO - Gap Package”. Enroll yourself in the package, "PYDPO – Gap Package – Luring and Grooming" and follow the instructions to access training. In order to complete the training, it required that both the seven slide orientation in the DLN plus the *Commit to Kids: Helping Organizations Prevent Child Sexual Abuse* module be completed. Though your participation is tracked automatically in the DLN, a certificate will be available upon completion. Mbrs are to email copies of their completion certificate to RCSUPAC.OR@forces.gc.ca.

5. As with any subject of a sensitive nature, you are encouraged to practice self-care while participating in the online module.

6. All CAF members and CIs will complete this online training NLT 30 June 2018.

(J1 Admin O)

054/18 – STALE TRAVEL CLAIMS PENDING DELETION

Reference: CFTDTI 4.11 para e

1. The above reference states: “A member shall submit duty travel claims and receipts and supporting documentation within 1 year after the completion of duty travel unless circumstances disclose sufficient reason for the delay”.

2. Any delay in claim submission affects the overall unit financial management and staff resources.

3. Travel claims remain a priority and are to be finalized as soon as possible. There are several outstanding claims and they will be deleted as “unclaimed”. Claims clerks have made a final contact to every claimant in the past 15 days. Refer to the list below to see if you have an

outstanding claim. Your point of contact is MCpl Linda Reeves who can be reached at 250-363-0814 or Linda.reeves@forces.gc.ca

Claim Number	Last 3 of SN	Claimant	Start Date	End Date	Delete Date
0640393780078570	933	ALLEN, RAY	06/06/2017	13/08/2017	13/08/2018
0640393780073612	158	BYLSMA, JACK	26/06/2017	21/08/2017	21/08/2018
0640393780086202	458	CALHOON-CARDINAL, RYAN	26/06/2017	21/08/2017	21/08/2018
0640393780092135	588	CALVERT, JACOB	30/06/2017	21/08/2017	21/08/2018
0640393780087129	474	CHIDLOW, JOSEPH	30/06/2017	06/07/2017	06/07/2018
0640393780084999	345	COOK, BRITTANY	26/06/2017	21/08/2017	21/08/2018
0640393780085020	469	CRAWFORD, MARY	21/06/2017	23/08/2017	23/08/2018
0640393780081580	961	DEATON, THOMAS	26/06/2017	21/08/2017	21/08/2018
0640393780086646	406	DEL ROSARIO, JEWEL	26/06/2017	21/08/2017	21/08/2018
0640393780061870	769	GADALLAH, KYLE	28/05/2017	18/08/2017	18/08/2018
0640393780117507	503	GRAVELLE, ERIN	23/08/2017	30/08/2017	30/08/2018
0640393780088164	202	HARVEY, NIALL	26/06/2017	21/08/2017	21/08/2018
0640393780074487	082	HEATH, KIMBERLEE	16/07/2017	11/08/2017	11/08/2018
0640393780078310	988	JACKSON, JOREN	15/07/2017	31/07/2017	31/07/2018
0640393780103806	402	KUMAR, RAHUL	15/07/2017	21/08/2017	21/08/2018
0640393780088180	841	LAM, HAZEL	03/07/2017	21/08/2017	21/08/2018
0640393780085028	422	LI, ANGUS	21/06/2017	21/08/2017	21/08/2018
0640393780080693	382	LOGAN, KENNETH	18/06/2017	25/08/2017	25/08/2018
0640393780087596	579	LUMLEY, JOSHUA	26/06/2017	21/08/2017	21/08/2018
0640393780123965	460	LYSOHIRKA, AMANDA	19/08/2017	20/08/2017	20/08/2018
0640393780085000	507	MAGDAY, CATHERINE	26/06/2017	21/08/2017	21/08/2018
0640393780086845	947	MARTIN, RYAN	26/06/2017	21/08/2017	21/08/2018
0640393780114978	146	MOORE, ANDREW	20/07/2017	04/08/2017	04/08/2018
0640393780086721	501	MORRISON, OSCAR	18/06/2017	13/08/2017	13/08/2018
0640393780096914	001	PALMER, DOROTHY	08/07/2017	09/07/2017	09/07/2018
0640393780090678	427	PATERSON, PHILIP	26/06/2017	23/08/2017	23/08/2018
0640393780082795	415	QI, LIN	26/06/2017	21/08/2017	21/08/2018
0640393780073561	600	RICHARDS, HEATHER	18/06/2017	13/08/2017	13/08/2018
0640393780123469	025	ROLFE, DARRYL	19/08/2017	20/08/2017	20/08/2018
0640393780117185	514	SEGANFREDDO, SHERRY	07/08/2017	18/08/2017	18/08/2018
0640393780087179	073	SMITH, CHRISTOPHER	26/06/2017	21/08/2017	21/08/2018
0640393780086847	743	SONG, GERRY	26/06/2017	21/08/2017	21/08/2018
0640393780120273	465	WILDE, BRADLEY	19/08/2017	26/08/2017	26/08/2018
0640393780081332	787	YARMOSHUK, BART	20/06/2017	20/08/2017	20/08/2018
0640393780074330	217	YEUNG, JANICE	21/06/2017	23/08/2017	23/08/2018
0640393780122456	380	ZHANG, LISA	18/08/2017	19/08/2017	19/08/2018

(J8 Compt)

055/18 – LOST OR DAMAGED CHEQUES FOR CADET TRAINING ALLOCATION

1. Course cadets may receive a cheque at out-clearance for any balance remaining in their account while at the CTC. Corps and Squadron officers are encouraged to remind all course cadets to deposit their CTC cheques as soon as possible if they have not already done so.
2. Should a cadet have a problem cashing the cheque (or they may have lost the cheque), the officer receiving the query from the cadet at the corps or squadron will initiate an email to pacific.comptroller@cadets.gc.ca. The email is to provide the CTC location, year and name of the course, the name of the cadet and any other information plus the officer's contact information. It is the responsibility of J8 NPF Finance Services to resolve outstanding cheques.

(J8 Compt)

056/18 – TD WHILE ON CLASS ‘A’ SERVICE

Refs: A. Canadian Forces Temporary Duty and Travel Instructions (CFTDTI)
B. QR&O 9.06 (2)

In accordance with ref A, Temporary Duty (TD) is defined as travel to and from a place of residence. For a reserve member, it is further defined at ref B as a period of consecutive paid service to and from their place of duty. All members are required to travel on the approved travel dates and shall not arrive earlier or stay later in the TD location. Failing to adhere to the travel authority can result in forfeiture of all travel claim entitlements.

(J8 Compt)

057/18 – PICKUP OF DND RENTAL VEHICLES

1. When a vehicle is rented for an RCSU (Pac) approved cadet activity, personnel are not to provide personal credit card information to the rental agency. The driver must show a valid provincial driver's license to the rental agency.
2. Rental vehicles that require the driver to accept all insurance will be indicated on the trip ticket supplied by LS Denton. The vehicle information can be located on the Corps/Squadron CSARs in Share Point. This information should be confirmed at least one week prior to the exercise.
3. If there is a problem at the rental agency, immediately contact the RCSU (Pac) Movements Section at 1-866-668-8388.

(J4 Mov O)

058/18 – CTC POSITIONS UPDATE 2018 – COATS MEMBERS

Refs: A. RCSU (Pac) December 2017 Routine Order Entry 194/17
B. RCSU (Pac) December 2017 Routine Order Entry 195/17

1. Refs A and B detailed the application process for summer 2018 CTC positions. While the application deadline of 31 Jan 18 has now passed, applications continue to be accepted as a number of positions remain available. An updated listing of available positions are posted on the RCSU (Pac) SharePoint page and will be updated regularly.
2. Questions may be directed to Lt(N) Timothy Pichaloff, J1 Staffing Officer, by email at rcsupacstaffing@forces.gc.ca or by phone at 250-363-0919.

(J1 Staffing O)

// original signed by //

D.B. Henderson
Commander
Commanding Officer

Annexes

Annex A Reliability Status Requiring Update
Annex B PRC/VSS Requiring Update

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	Note
2887 RCACC	Capt	Bachmier, D	07-May-18	Cdt #172 required
2136 RCACC	Capt	Beddoes, E	12-May-18	Cdt #172 required
861 RCACS	Capt	Benton, T	14-Jun-18	Cdt #172 required
22 RCACS	Capt	Boyd, Kat	28-Jun-18	Cdt #172 required
RCSU	SLt	Brissard, K	13-Jun-18	Cdt #172 required
103 RCACS	Capt	Canlas, O	14-Mar-18	Cdt #172 required
RCSU	Lt	Cody, J	26-Jun-18	Cdt #172 required
3064 RCACC	Capt	Crawford, M	06-May-18	Cdt #172 required
201 RCSCC	Lt(N)	Deck, K	27-Jun-18	Cdt #172 required
205 RCACS	Capt	Edwards, T	07-Apr-18	Cdt #172 required
RCSU	Capt	Goddard, K	02-Apr-18	Cdt #172 required
RCSU	LCol	Head, N	02-Jun-18	Cdt #172 required
220 RCSCC	Lt(N)	Hood, I	07-Jun-18	Cdt #172 required
RCSU	Capt	Johnston, C	13-Apr-18	Cdt #172 required
105 RCSCC	Lt(N)	Juliusson, L	06-Jun-18	Cdt #172 required
RCAOps	Capt	Kelley, S	15-Apr-18	Cdt #172 required
2316 RCACC	Capt	Landels, B	18-Mar-18	Cdt #172 required
RCSU	2Lt	Lehton, Y	20-May-18	Cdt #172 required
655 RCACS	Capt	Leung, J	24-Apr-18	Cdt #172 required
848 RCACS	Lt(N)	Looye, C	13-May-18	Cdt #172 required
RCSU	MCpl	Oxtoby	23-Jun-18	Cdt #172 required
RCSU	Lt	Pattullo, C	14-Jun-18	Cdt #172 required
RCSU	Lt	Pratt, K	04-Apr-18	Cdt #172 required
2305 RCACC	Capt	Shearsmith, D	23-Jun-18	Cdt #172 required
135 RCACS	Capt	Smith, C	17-Apr-18	Cdt #172 required
746 RCACS	Capt	Wong, D	15-May-18	Cdt #172 required
RCSU	Lt	Zhang, L	15-May-18	Cdt #172 required

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	Lt(N)	Allan, O	02-Sep-15	02-Dec-15
RCSU	LCol	Appels, A	21-Nov-17	11-Feb-16*
RCSU	Capt	Blomme, W	14-Feb-17	22-Feb-17
189 RCSCC	Lt(N)	Cartwright, J	14-Feb-18	27-Feb-18
RCSU	Capt	Chan, D	07-Dec-17	12-Sep-17*
RCSU	Lt(N)	Dalley (Bollen), L	16-Mar-15	07-Jan-16
258 RCACS	Capt	Eichinger, N	17-Nov-14	07-Jan-16
RCSU	Capt	Escobar, F	03-Oct-15	01-Apr-16
819 RCACS	Capt	Hargreaves, T	06-Aug-17	09-Jun-17 *
RCSU	MWO	Hobor, T	08-Feb-18	09-Feb-17*
RCSU	SLt	Kardal, R	07-Feb-17	06-Oct-16
RCAOps	Capt	Kerry, S	20-Mar-17	31-Mar-17
RCSU	CPO1	MacKay, D	11-Feb-18	27-May-18
RCAOps	Lt	Norris, K	27-Jun-15	01-Apr-16
RCSU	Capt	Perrin, R	14-Jun-17	26-Apr-17
259 RCACS	Lt	Power, B	06-Feb-17	09-Feb-17

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RCSU	Lt(N)	Totten, N	21-Sep-15	17-Oct-16
RCSU	Capt	Turra, E	24-Jan-17	25-Jan-17
258 RCACS	Capt	Wanner, D	16-May-17	24-Oct-16
105 RCSCC	Lt(N)	Wisla, M	09-Aug-17	12-Jan-17 *
RCSU	Lt	Wolfe, D	10-Sep-17	12-Sep-17
RCSU	Capt	Wright, M	29-Aug-15	07-Jan-16
RCSU	Lt	Yu, J	26-May-17	14-Apr-17

* 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 has been completed and approved for the following personnel who are authorized to recommence duties effective on the RS approval date indicated below:

Unit	Rank	Name	Cease Parading Effective Date	RS Approval Date
3080 RCACC	Lt	Gillespie, T	19-Sep-17	19-Feb-18
3063 RCACC	2Lt	Haak, P	19-Jul-17*	12-Feb-18
861 RCACS	Lt	McCarthy, S	06-Sep-17	07-Feb-18
RCSU	Lt(N)	Orange, T	30-Jun-17	30-Jan-18
RCSU	Capt	Pepin, G	08-Jan-17	20-Feb-18
205 RCACS	Capt	Ruscoff, G	28-Nov-17	19-Feb-18
RCSU	Lt	Schillinger, E	12-Sep-17	30-Jan-18

(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
2812 RCACC	2Lt	Ajab Noor, F	30-May-18
220 RCSCC	SLt	Angelblazer, V	30-May-18
RCSU	Lt	Bowles, C	05-Apr-18
22 RCACS	Capt	Boyd, Ka	08-Apr-18
1922 RCACC	Lt	Carruthers, C	08-Apr-18
692 RCACS	OCdt	Cheung, B	14-May-18
RCSU	MWO	Chudyk, T	13-May-18
RCSU	MCpl	Dronyk, H	02-May-18
RCSU	Capt	Fairchild, R	03-Apr-18
777 RCACS	2Lt	Goh, E	03-Apr-18
1867 RCACC	Capt	Henderson, T	08-May-18
2822 RCACC	Capt	Henderson, T	12-Apr-18
692 RCACS	Capt	Ho, S	26-Apr-18
2573 RCACC	Lt	Jensen, C	08-Apr-18
RCAOps	OCdt	Koelewyn, V	06-Mar-18
848 RCACS	Lt(N)	Looye, C	08-Mar-18
2422 RCACC	Lt	McEachern, R	05-Apr-18
899 RCACS	Capt	McRobert, B	18-Mar-18
RCSU	Capt	Newlove, S	02-May-18
RCSU	Capt	Rowell, M	11-Apr-18
888 RCACS	OCdt	Samra, I	07-Mar-18
RCSU	CPO1	Slater, W	28-May-18
609 RCACS	Lt	Vo, D	14-May-18
746 RCACS	Capt	Wong, D	27-Mar-18

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	SLt	Agoes, I	08-Dec-17	11-Dec-17
861 RCACS	Lt	Aitchison, E	04-Feb-18	05-Feb-18
RCSU	Lt(N)	Allan, O	29-Oct-17	02-Dec-15
RCAOps	2Lt	Amelia, J	14-Apr-16	15-Apr-16
RCSU	OCdt	Anderson, D	19-Sep-16	28-Oct-16
RCSU	LCol	Appels, A	17-Jul-17	11-Feb-16
2136 RCACC	Capt	Beddoes, E	22-Feb-18	27-Feb-18
2812 RCACC	Capt	Blakely, A	20-Sep-17	21-Sep-17
RCSU	Capt	Blomme, W	06-Mar-17	22-Feb-17
513 RCACS	Capt	Brand, C	10-Oct-17	12-Oct-17
RCSU	Lt	Brown, Q	26-Sep-17	26-Sep-17
RCSU	Capt	Buller, D	22-Nov-17	28-Nov-17
RCSU	A/Maj	Cable, R	05-Feb-13	06-Feb-13
103 RCACS	Capt	Canlas, O	08-Jan-18	09-Jan-18
RCSU	2Lt	Carlson, I	03-Sep-15	07-Jan-16
RCSU	Capt	Chan, D	07-Sep-17	12-Sep-17
RCSU	2Lt	Cheung, E	29-Nov-15	07-Jan-16

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655 RCACS	2Lt	Cheung, Y	31-Dec-17	08-Jan-18
RCSU	2Lt	Choi, L	24-Aug-17	05-Sep-17
RCSU	Lt	Chung, L	18-Sep-16	28-Oct-16
759 RCACS	Lt	Chung, S	20-Feb-18	27-Feb-18
RCSU	Lt	Contractor, D	23-Jun-14	24-Jun-14
RCSU	Lt	Coombs, T	02-Nov-16	03-Nov-16
RCSU	2Lt	Crawford, D	07-Sep-16	22-Mar-16
RCSU	Maj	Croston, C	25-Jun-17	30-Jun-17
RCSU	Maj	Davies, D	11-Jun-17	15-Jun-17
2983 RCACC	Capt	Davies, E	14-Jun-17	06-Sep-17
220 RCSCC	Lt(N)	DeLong, E	23-Jul-17	03-Aug-17
RCSU	A/SLt	Doskotch, K	30-Nov-16	01-Dec-16
RCSU	SLt	Douglas, R	07-Jan-16	31-Jan-17
RCSU	Capt	Drought, R	23-May-17	29-May-17
RCSU	Lt(N)	Dube, R	09-Jul-17	19-Jul-17
RCSU	Capt	Dwyer, C	21-Aug-17	05-Sep-17
513 RCACS	Capt	Edmiston, P	28-Jul-17	03-Aug-17
205 RCACS	Capt	Edwards, T	07-Dec-17	11-Dec-17
258 RCACS	Capt	Eichinger, N	24-Jul-17	07-Jan-16
RCSU	Capt	Escobar, F	07-Jan-17	01-Apr-16
RCSU	OCdt	Fernstrom, J	14-Sep-16	14-Jan-16
RCSU	Lt	George, B	02-Sep-16	09-Sep-16
201 RCSCC	Lt(N)	Gervais, M	13-Nov-17	15-Nov-17
2893 RCACC	Capt	Giroux, C	08-Aug-17	05-Sep-17
RCSU	2Lt	Goswell, M	09-Nov-16	09-Nov-16
RCSU	MWO	Hobor, T	08-Feb-17	09-Feb-17
RCSU	Capt	Holder, A	31-Jan-18	27-Feb-18
RCSU	Lt	Houle, E	27-Jan-15	30-Jan-15
22 RCACS	Capt	Johnson, G	21-Jun-17	30-Jun-17
RCSU	A/SLt	Johnson, J	06-May-15	31-Jan-17
RCSU	Capt	Jones, A	22-Aug-17	05-Sep-17
RCSU	SLt	Kardal, R	12-Apr-16	06-Oct-16
2422 RCACC	Lt	Keely, V	08-Nov-17	28-Nov-17
RCAOps	Capt	Kelley, R	22-Feb-17	23-Feb-17
RCAOps	Capt	Kelley, S	20-Sep-17	21-Sep-17
RCSU	Lt	Keogh, B	07-Sep-16	09-Sep-16
2943 RCACC	Lt	Lafitte, R	19-Dec-17	08-Jan-18
RCSU	SLt	Lafleur, S	31-Aug-17	05-Sep-17
263 RCSCC	SLt	Lambert, G	21-Dec-17	08-Jan-18
RCSU	SLt	Lee, A	29-Oct-15	07-Jan-16
RCSU	Capt	Leung, E	31-Dec-17	08-Jan-18
RCSU	Lt(N)	Levesque-Martel, V	19-Mar-17	20-Mar-17
RCSU	Capt	L'Heureux, M	21-Sep-17	28-Sep-17
RCSU	NCdt	Lochhead, D	25-Apr-17	28-Apr-17
RCSU	Lt	Lum Black, K	20-Sep-17	21-Sep-17
2893 RCACC	Capt	MacDonell, T	07-Aug-17	05-Sep-17
2277 RCACC	Lt	MacDougall, A	24-Mar-16	29-Mar-16
777 RCACS	Capt	MacLean, S	20-Sep-17	21-Sep-17
RCSU	2Lt	Mahar, T	20-Sep-17	21-Sep-17
RCSU	Lt(N)	McLennan, D	27-Aug-17	04-Feb-16
RCSU	2Lt	Mitchell, T	11-Oct-17	12-Oct-17
RCSU	2Lt	Moore, A	15-Oct-17	20-Oct-17
RCSU	2Lt	Murray, R	04-Aug-17	05-Aug-17
RCSU	OCdt	Moy, K	29-Aug-17	05-Sep-17
102 RCSCC	Lt(N)	Nilsson, C	06-Sep-17	11-Sep-17
RCSU	Capt	Peel, M	07-Sep-17	12-Sep-17
RCSU	Capt	Perrin, R	25-Apr-17	26-Apr-17
RCSU	OCdt	Pike, S	23-Sep-15	12-Mar-14
RCSU	2Lt	Santos, E	19-Oct-17	20-Oct-17
54 RCSCC	NCdt	Schoenfelder, A	25-Feb-16	26-Feb-16
89 RCACS	Capt	Seaton, M	19-Sep-17	21-Sep-17
513 RCACS	Lt	Sekhon, N	29-Jul-17	03-Aug-17
RCSU	OCdt	Stead, C	03-Feb-18	12-Feb-18

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222 RCACS	Capt	Stewart, G	31-Aug-17	05-Sep-17
RCSU	Lt(N)	Sullivan, R	15-Oct-12	17-Oct-13
RCSU	Capt	Tam, J	04-Feb-18	12-Feb-18
2277 RCACC	Lt	Toth, T	04-Aug-17	05-Sep-17
RCSU	Lt(N)	Totten, N	19-Jul-17	17-Oct-16
RCSU	Capt	Turra, E	02-Aug-17	25-Jan-17
RCAOps	Capt	Vucko, D	21-Nov-16	23-Nov-16
RCAOps	Capt	Vucko, J	07-Nov-16	09-Nov-16
2893 RCACC	Capt	Wade, C	20-Jun-17	30-Jun-17
258 RCACS	Capt	Wanner, D	21-Oct-16	24-Oct-16
2308 RCACC	Capt	Welbourn, R	14-Nov-16	17-Nov-16
RCSU	A/SLt	Welsh, B	18-May-17	19-May-17
2893 RCACC	OCdt	Wickes, F	18-Jan-18	24-Jan-18
2924 RCACC	2Lt	Wiedenman, R	14-Nov-17	15-Nov-17
325 RCSCC	A/SLt	Wisla, S	11-Jan-17	12-Jan-17
RCSU	Capt	Wright, M	26-Apr-17	07-Jan-16
2381 RCACC	Lt	Wu, F	25-Jan-17	31-Jan-17
RCSU	Lt	Yu, J	13-Apr-17	14-Apr-17
RCSU	Lt	Zhang, L	22-Oct-17	24-Oct-17

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	Brissard, K	24-Jan-18	27-Feb-18
RCAOps	Lt	Giles, T	05-Sep-17	06-Feb-18
788 RCACC	Lt	Schur, K	24-Jan-18	09-Feb-18

(J1 Staffing O)