

**THIS ORDER:** No. 2 (2022-2023)**LAST ORDER:** No. 1 (2022-2023)**Dated:** 28 September 2022**Dated:** 24 August 2022

# Royal Canadian Sea Cadet Corps "AJAX"

## ROUTINE ORDERS

### OCTOBER 2022



Commanding Officer: Lt(N) S. Patterson

### Ships Routine – Mandatory Training

DATE	Location / Timings	Dress		OOD	POOD	QM	Duty Division
		Cdt.	Off.				
Sat. Oct. 1 2022	<b>Seamanship Training</b> 0900 – 1700 *See note 1 below	C5	4A	Lt(N) Gingerich	CPO2 Devison	-	-
Wed. Oct. 5 2022	<b>Fitness/Sports</b> 1830 – 2130 *See note 2 below	Civ.	Civ.	-	-	-	-
Wed. Oct. 12 2022	<b>Regular Training – CD's</b> 1830 – 2130 Ship	C1	1A	SLt Horner	PO1 Baker	MC Navaneeth	Starboard
Wed. Oct. 19 2022	<b>Regular Training</b> 1830 – 2130 Ship	C5	4A	NCdt Hepburn	PO1 Hoogendoorn	MC Takhtar	Port
Wed. Oct. 26 2022	<b>Regular Training</b> 1830 – 2130 TBD	TBD	TBD	-	-	-	-
Oct. 28 – 30 2022	<b>Poppy Campaign</b> Weekend Shifts *See note 5 below	C3	3B	-	-	-	-
Wed. Nov. 2 2022	<b>Regular Training</b> 1830 – 2130 Ship	C5	4A	CV Horner	PO1 Liu	MC Roberts	Starboard
Nov. 4 – 6 2022	<b>Poppy Campaign</b> Weekend Shifts *See note 5 below	C3	3B	-	-	-	-
Wed. Nov. 9 2022	<b>Regular Training</b> 1830 – 2130 Ship	C5	4A	SLt Horner	PO1 Oldfield	MC Baker	Port
Fri. Nov. 11 2022	<b>Remembrance Day Parade</b> 0915-1245 *See note 8 below	C1	1A	-	-	-	-
Wed. Nov. 16 2022	<b>Regular Training</b> 1830 – 2130 Ship	C5	4A	CV Horner	PO1 Baker	MC Navaneeth	Starboard
Wed. Nov. 23 2022	<b>Regular Training – CD's</b> 1830 – 2130 Ship	C3	3B	NCdt Hepburn	PO1 Hoogendoorn	MC Smith	Port
Wed. Nov. 30 2022	<b>Fitness/Sports</b> 1830 – 2130 *See note 2 below	Civ.	Civ.	-	-	-	-

**\*It is your responsibility to know when you are on duty. Duties could change from month to month. If you need to change duty make sure you do it at least a week in advance and that it is approved by the XO.**

C1 = Ceremonial Dress (Tunic, Medals)

C3 = Service Dress (Tunic, Ribbons)

C5 = Training Dress (Blue Shirt, Ball Cap)

Civ. = Civilian Attire (appropriate for the activity)

TBD = To Be Determined

Visit us online at <https://www.rcscjax.ca>

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## **General Information for OCTOBER**

1. **SEAMANSHIP TRAINING DAY** – Our first mandatory training day will be focused on Seamanship training and is happening on *October 1, 2022*, at the Ship, dress is C5. Drop off at 0845 and pick up is at 1700. Lunch is provided. Bring a refillable water bottle. Any other details will be posted to the website.
2. **FITNESS/SPORTS NIGHTS** – We will have 4 of these nights throughout the training year as part of your mandatory training on Wednesday nights. The first is on Wednesday, October 5, 2022. All of them will be at St. Francis of Assisi Catholic School, 287 Imperial Rd. S., Guelph, ON. Dress is appropriate civilian attire for indoor sports (running shoes, shorts, t-shirt). Bring a refillable water bottle. Drop off at 1830, pick up at 2130, as usual.
3. **ORIENTEERING COMPETITION** – This year's competition has sadly been cancelled! We will instead put more of a focus on the Biathlon team. There is a **BIATHLON COMPETITION** on November 19-20, 2022. This is a run and shoot competition first, using the cadet air rifle, and cadets advancing may have a chance to switch to cross country skiing in the next round. There are also support cadet roles for senior cadets that want to help run the event. Cadets interested should sign up on Wednesday nights.
4. **CHICKEN FUNDRAISING FORMS** will go home September 28 and are due back October 12. This is an important fundraiser because we have not been able to do any fundraising for almost 3 years, so every cadet should participate! It is frozen chicken through Elmira Poultry so very good food. Chicken orders may be picked up on Nov 2.
5. **POPPY CAMPAIGN** – The Poppy Campaign runs over two weekends Oct 28-30 and Nov 4-6, 2022. It is mandatory that all cadets sign up and participate in at least 4 shifts over the two weekends. Cadets will be assigned a location in the city and parents will drop them off and pick them up from those locations. See the sign up lists on Wednesday nights and watch for the schedule to be shared. A separate handout and announcement will be posted to the website with additional details. (all Remembrance Day activities are eligible for Community service hours for high school students)
6. **REMEMBRANCE DAY DINNERS** – There are most like dinners to be held in Guelph, Fergus and Elora on November 10 and 11. We have not received the request to provide cadets but we need to be ready for it. If you wish to volunteer stay tuned for more details as we get closer to November. (all Remembrance Day activities are eligible for Community service hours for high school students)
7. **REMEMBRANCE DAY VIGIL** – On Thursday, November 10, 2022 we will conduct a VIGIL. It is optional and restricted to phase 2 cadets and above. Cadets must have a complete No.1 uniform with overcoat and black gloves to participate. See the sign up sheet on Wednesday nights. More details to follow. (all Remembrance Day activities are eligible for Community service hours for high school students)
8. **REMEMBRANCE DAY PARADE** – Friday, November 11, 2022 and it is mandatory for all cadets to attend. You must be at the Guelph Armoury at 0915 and pick up is at approx. 1245. Dress is C1 for the parade. Wear your parka and black gloves. A separate handout will be sent home for all Remembrance Day activities. (all Remembrance Day activities are eligible for Community service hours for high school students)

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9. **SAIL TRAINING** – Thank you to everyone that participated in Sail training on Sep 24 & 25. It was a fantastic weekend and so good to see you all back on the water. Can't wait to get back out there!
10. **WEBSITE** – Our website is the official method of communication to ensure we reach everyone with important announcements. All cadets and parents are asked to sign up with either an email address or phone number that notifications will be automatically sent to. The banner across the top of the website will also have updates, alerts, cancellations, etc. as they occur in real time. On the website at [www.rcsccajax.ca](http://www.rcsccajax.ca) go the 'REGISTER' title on the banner and create an account.
11. **GOOGLE CLASSROOM** – All cadets need to sign up for our Google Classroom. Only cadets may register with their personal emails and join the Classroom. This is where we post all information the cadets will need to participate in training. Please register the cadet using the following link [Click Here](#), or using the class code [rjko4zl](#).
12. **CADET365** – returning cadets should already be familiar with this and new cadets will be sent home with instructions on how to join shortly. All cadets are given a Microsoft Teams account for us to use which they will need to monitor, and an email address. Eventually Teams will replace our Google Classroom as the virtual platform for the program. More details [Click Here](#).
13. **PHASE Training** – There is a new component to the program this year called Promoting Healthy and Safe Experiences (PHASE for short). This is program designed to bring issues or concerns that youth face in today's world. It is an inclusive program and all cadets are required to participate. Our Phase Coordinator is NCdt Hepburn and any questions or concerns can be directed to her at [m.hepburn@rcsccajax.ca](mailto:m.hepburn@rcsccajax.ca).
14. **BAND** – The Ajax/Warspite band has been put on pause until at least January 2023. Stay tuned.
15. **RANGE PRACTICES** run on most Monday nights, 1830-2130 at the Ship. SLt Horner & NCdt Hepburn are in charge of the range team. This open to all cadets to participate unless noted otherwise.

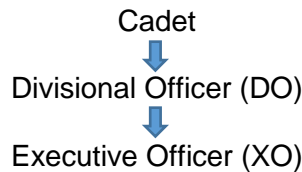


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## **Divisional Corner**

To ensure maximum efficiency and 24-hour operation, personnel aboard a ship are divided into watches. Each watch has duties and responsibilities, as well as specific positions held within. There are two systems for organizing a ship's company into watches. The first is a two-watch system, referred to as the port and starboard watch. This watch system may also be broken into four watches (first of port, second of port, first of starboard, and second of starboard). The second type is a three-watch system, called the red, white, and blue watch.

RCSCC Ajax uses a two-watch system, and is also referred to as the divisional system. The divisional system is designed to handle all questions or concerns that come from Cadets. It is important that you understand how this system works and that you use it effectively. If you have any questions or concerns the first person you contact is your Divisional Officer (DO).



The positions for this year have not yet been appointed, but will be as soon as they are.

### Port Division

Divisional Officer – NCdt Hepburn  
m.hepburn@rcsccajax.ca

### Starboard Division

Divisional Officer – CV Horner  
t.horner@rcsccajax.ca

\*\*If you need to be absent from a Mandatory Activity:

1. Fill out a Request Form and submit it to your DPO (if you know ahead of time).
2. If you haven't completed a Request Form;
  - a. On the day of your absence;
    - i. contact your DO and explain your absence (by phone or email); OR
    - ii. send an email to [info@rcsccajax.ca](mailto:info@rcsccajax.ca) and explain your absence; and/or
    - iii. phone the cadet building (519-836-4530) and leave a voice message explaining your absence.
3. If you follow the procedure at #2, you will be marked on the attendance as Absent with Leave.
4. If you do not let us know you will be absent you will be marked on the attendance as Absent without Leave (AWOL).
5. Missing mandatory activities, or poor attendance, could have an impact on training results, selection for special activities, and might have negative consequences (withholding privileges, promotions, etc.).

If you are going to be late to an activity:

1. Contact your DO and let them know when you'll be there (by phone or email); OR
2. Send an email to [info@rcsccajax.ca](mailto:info@rcsccajax.ca); and/or
3. Phone the cadet building and leave a voice message explaining your absence.

In future additions of RO's there will be specific information for you from your DO's and DPO's here.

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**THE FOLLOWING DATES ARE THE KNOWN AND PROJECTED DATES FOR UPCOMING OPTIONAL ACTIVITIES.**

DATE	ACTIVITY	NOTES
Oct. 3, 2022 (Mon)	Range Night	*open to all cadets **will run on most Mon nights
Nov. 10-11, 2022	Remembrance Day Dinners & Vigil	*dinners are held at the Legions every year and some cadets may be chosen to volunteer
Nov. 19-20, 2022	Biathlon Competition (run and shoot)	*new to our area **if interested give your name to the XO ***additional practices may be held
Dec. 3-4, 2022	PO513 Weekend	*only for the C/PO's (PO1+) **see the XO for details

\*It is the cadet's responsibility to check for updates on a regular basis. If mandatory or optional dates change they will be noted here in RO's. Contact your DPO if you have questions.

*//Original Signed By*

S. Patterson  
Lieutenant (Navy)  
Commanding Officer  
Royal Canadian Sea Cadet Corps Ajax



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# OCTOBER 2022



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
						<b>1</b> <i>Cadet Week</i> Seamanship Day C5 0900-1700 MST 1	
<b>2</b> <i>Cadet Week</i>	<b>3</b> <i>Cadet Week</i> Range Night Civ. 1900-2100	<b>4</b> <i>Cadet Week</i>	<b>5</b> <i>Cadet Week</i> Regular Training Fitness - Civ. 1830-2130	<b>6</b> <i>Cadet Week</i>	<b>7</b> <i>Cadet Week</i>	<b>8</b>	
<b>9</b>	<b>10</b> Thanksgiving Day	<b>11</b>	<b>12</b> Regular Training CD's - C1 1830-2130	<b>13</b>	<b>14</b>	<b>15</b> Orienteering Cancelled	
<b>16</b> Boss's Day	<b>17</b> Range Night Civ. 1900-2100	<b>18</b>	<b>19</b> Regular Training C5 1830-2130	<b>20</b>	<b>21</b>	<b>22</b>	
<b>23</b>	<b>24</b> United Nations Day Range Night Civ. 1900-2100	<b>25</b>	<b>26</b> Regular Training C5 1830-2130	<b>27</b>	<b>28</b> Poppy Campaign C3 See RO's	<b>29</b> Poppy Campaign C3 See RO's	
<b>30</b> Poppy Campaign C3 See RO's	<b>31</b> Halloween					Academic Calendar by Vertex42.com © 2016 Vertex42 LLC. Free to print.	



# NOVEMBER 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Regular Training C5 1830-2130	3	4 Poppy Campaign C3 See RO's	5 Poppy Campaign C3 See RO's
6 Daylight Saving Poppy Campaign C3 See RO's	7	8	9 Regular Training C5 1830-2130	10 Cenotaph Vigil RD Dinner - Guelph	11 Remembrance Day Remembrance Day C1 *Ship RD Dinner's Fergus & Elora	12
13	14 Range Night Civ. 1900-2100	15	16 Regular Training C5 1830-2130	17	18	19 SWOA Run & Shoot Biathlon RDA
20 SWOA Run & Shoot Biathlon RDA	21 Range Night Civ. 1900-2100	22	23 Regular Training CD's - C1 1830-2130	24	25	26
27	28 Range Night Civ. 1900-2100	29	30 Regular Training Fitness - Civ. 1830-2130			
					Academic Calendar by Vertex42.com © 2016 Vertex42 LLC. Free to print.	