

THIS ORDER: No. 5 (2022-2023)**LAST ORDER:** No. 4 (2022-2023)**Dated:** 4 January 2023**Dated:** 30 November 2022

Royal Canadian Sea Cadet Corps "AJAX"

ROUTINE ORDERS

JANUARY 2023



Commanding Officer: Lt(N) S. Patterson

Ships Routine – Mandatory Training

DATE	Location / Timings	Dress		OOD	POOD	QM	Duty Division
		Cdt.	Off.				
Wed. Jan. 11 2023	Regular Training 1830 – 2130 Ship	C5	5B	SLt Horner	CPO2 Baker	MC Navaneeth	Starboard
Wed. Jan. 18 2023	Regular Training 1830 – 2130 Ship	C3	3C	NCdt Hepburn	CPO2 Oldfield	MC Baker	Port
Wed. Jan. 25 2023	Regular Training 1830 – 2130 Ship	C5	5B	CV Horner	CPO2 Liu	MC Roberts	Starboard
Wed. Feb. 1 2023	Regular Training – CD's 1830 – 2130 Ship	C1	1A	NCdt Hepburn	CPO2 Hoogendoorn	MC Takhtar	Port
Wed. Feb. 8 2023	Regular Training 1830 – 2130 Ship	C5	5B	CV Horner	CPO2 Baker	MC Smith	Starboard
Sat. Feb. 11 2023	Mandatory Training Day 0845-1700 *See note below.	C5	5B	Lt(N) Gingerich		-	-
Wed. Feb. 15 2023	Regular Training 1830 – 2130 *See note below (sports)	Civ.	Civ.	NCdt Hepburn	Port PO's	-	-
Wed. Feb. 22 2023	Regular Training 1830 – 2130 Ship	C3	3C	SLt Horner	CPO2 Hoogendoorn	MC Baker	Port
Wed. Mar. 1 2023	Regular Training 1830 – 2130 Ship	C5	5B	CV Horner	CPO2 Liu	MC Navaneeth	Starboard
Wed. Mar. 8 2023	Regular Training – CD's 1830 – 2130 Ship	C1	1A	NCdt Hepburn	CPO2 Oldfield	MC Takhtar	Port
Wed. Mar. 15 2023	March Break – No Training						
Wed. Mar. 22 2023	Regular Training 1830 – 2130 Ship	C5	5B	SLt Horner	CPO2 Baker	MC Roberts	Starboard
Wed. Mar. 29 2023	Regular Training 1830 – 2130 Ship	C5	5B	NCdt Hepburn	CPO2 Hoogendoorn	MC Baker	Port
Wed. Apr. 5 2023	Regular Training 1830 – 2130 Ship	C3	3C	CV Horner	CPO2 Liu	MC Smith	Starboard

***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.**

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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

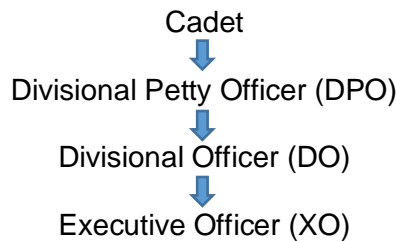
General Information for January

- MANDATORY TRAINING DAY** – We are having a mandatory training day on February 11, 2023. The theme is Naval Communications! 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.
- PICTURE DAY!** – On CD's February 1, 2023 we will take a Corps photo and individual photos of the cadets. These are not professional photos but we will make them available to everyone as digital copies so you can all have them. Let's make sure we get to 100% attendance that night if we can!
- RAFFLE** – Instead of running Tag weekends for fundraising efforts RCSCC Ajax will hold a Raffle Draw. Each cadet will be sent home with an envelope containing 10 tickets. If every cadet does this we will have met the overall goal. If you want more of course, just ask! Please read the instruction sheet included in the envelope as this is a licensed raffle and we need to follow the rules. Please return sold books and any unsold tickets no later than February 17, 2023.
- CANCELLATION NOTIFICATIONS** – It's that time of year when we need to start talking about weather cancellations. If we need to cancel an activity for any reason, notifications will be sent out through the website first, and it will be in a red banner along the top of the website. If you're unsure check the website first. For now, we will also post to CADET365 and the Google Classroom.
- FITNESS/SPORTS NIGHTS** – We will have 4 of these nights throughout the training year as part of your mandatory training on Wednesday nights. The next is on Wednesday, February 15, 2023. 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.
- 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 go the 'REGISTER' title on the banner and create an account.
- CADET365** – 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](#).
- PHASE Training** – Promoting Healthy and Safe Experiences (PHASE for short). Our Phase Coordinator is NCdt Hepburn and any questions or concerns can be directed to her at m.hepburn@rcsccajax.ca.
- BAND** – The Ajax/Warspite band has been put on pause until at least January 2023. Stay tuned.
- RANGE PRACTICES** run on most Monday nights, 1900-2100 at the Ship. See the calendar attached to RO's. Check TEAMS for updates weekly.

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Divisional Corner

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 Petty Officer (DO).



The following appointments have been made for this year:

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 and explain your absence; and/or
 - iii. phone the cadet building ([519-836-4530](tel: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; 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
Jan 16, 2023	Range Practices	*Every Monday night
Mar. 4, 2023	Zone 5 Range Competition	*For members of the Range team only.

*These dates may change over time and it is the cadet's responsibility to check for updates on a regular basis. If mandatory dates change they will be noted here in RO's. Contact your DPO if you have questions.

S. Patterson
Lieutenant (Navy)
Commanding Officer



JANUARY 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 New Year's Day Stand Down	2 Stand Down	3 Stand Down	4 Stand Down	5 Stand Down	6 Stand Down	7
8	9	10	11 Regular Training C5 1830-2130	12	13	14
15	16 Range Night Civ.	17	18 Regular Training C3 1830-2130	19	20	21
22 Chinese New Year	23 Range Night Civ.	24	25 Regular Training C5 1830-2130	26	27	28
29	30 Range Night Civ.	31				

FEBRUARY 2023



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Regular Training CD's - C1 1830-2130 **PICTURE NIGHT**	2 Groundhog Day	3	4
5	6 Range Night Civ.	7	8 Regular Training C5 1830-2130	9	10	11 Comp Day 2 C5 0845-1700 CST 1
12 Lincoln's B-Day	13 Range Night Civ.	14 Valentines Day	15 Regular Training Sports 1830-2130	16	17	18
19	20 Family Day	21	22 Regular Training C3 1830-2130	23	24	25
26	27 Range Night Civ.	28				
						Academic Calendar by Vertex42.com © 2016 Vertex42 LLC. Free to print.