



MONTHLY ROUTINE ORDERS
Issued by
THE COMMANDING OFFICER



243 RCACS

Ogopogo Squadron

Kelowna, BC

PART 1 ADMINISTRATION

1. **DUTY PERSONNEL**

Duty Roster	Duty Officer	Duty Cadets (Senior / Junior)
01 Mar 23	Lt Rojas	FCpl Caul / Cpl Pickles
08 Mar 23	OCdt Butler	FCpl Jacobson / Cpl Rockhill
15 Mar 23	CI Caspers	FCpl Sirges / Cpl Whapshare
25 Mar 23	Capt Nobakht	-

Note: Duty Officer is on duty for all activities that week starting Wednesday – 1745h to the following Wednesday 1745h.

2. **TRAINING & ACTIVITIES**

Date	Time	Event	Location	OIC
01 Mar	1815-2115	Training Night	LHQ	Lt Rojas
03 Mar	1830-2030	Boot Bash	LHQ	Captain Nobakht
05 Mar	1230-1530	Marksmanship	Armouries	Capt Nobakht
06 Mar	1900-2030	Drill Team	Armouries	OCdt Butler
07 Mar	1900-2030	Effective Speaking	LHQ	CI Caspers
08 Mar	1815-2115	Training Night	LHQ	OCdt Butler
10 Mar	1830-2030	Boot Bash	LHQ	OCdt Butler
11 Mar	1500-1630	NSTC Glider Review Board	Online	-
12 Mar	0830-0900	NSTC IACE Review Board	Online	-
12 Mar	1230-1530	Marksmanship	Armouries	Capt Nobakht
13 Mar	1900-2030	Drill Team	Armouries	OCdt Butler
14 Mar	1900-2030	Effective Speaking	LHQ	CI Caspers
15 Mar	1815-2115	Training Night	LHQ	CI Caspers
19 Mar	1230-1530	Marksmanship	Armouries	Capt Nobakht
25 – 30 Mar	-	Cold Lake Citizenship Trip	CFB Cold Lake	Capt Solomonides



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3. **NOTICES**

- Lt Rojas completed the Training Officer Course: Feb 26, 2023
- Lt Rojas on leave: Mar 16 - 25, 2023
- OCdt Butler completed the Occupational Training Course on Feb 25, 2023
- Level 5 workshop:
 - Sgt Brennan
 - Sgt Jeon
 - FSgt Shchelkanov
 - FSgt Truong

PART 2 PERSONNEL

4. **OFFICERS**

NIL

5. **CIVILLIAN INSTRUCTORS**

NIL

6. **CADETS**

TOS

- Vocht, Joshua – Joined: 8 February 2023

SOS

NIL

7. **PROMOTIONS**

NIL



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8. **TRAINING NIGHT TIMINGS**

Time	Event	Comments
1745h	Duty Officer Arrives	Cleaning and inspection of facility
1800h	Duty Cadets & all Staff Arrive	Opening inspection of facility
1815h	Senior NCOs Arrive	Sgt's and above
1820h	Senior NCO Uniform Inspection	Alpha / Across Kitchen
1830h	All Cadets Arrive	Check-in & Symptom Check
1840h	Opening Parade	Uniform inspection of remaining Cadets
1905h	Transition to First Period	Instructors prep class
1910h	Period 1 (30 Minutes)	
1940h	Transition & Cleaning	Instructors prep class
1945h	Period 2 (30 Minutes)	
2015h	Cleaning & Break	Instructors prep class, Cadet's sign-up for activities
2025h	Period 3 (30 Minutes)	
2055h	Transition & Cleaning	Return all training and COVID supplies
2100h	Closing Parade	
2115h	Cadets Depart	Cadet's sign-up for activities
2120h	Duty Cadets Depart	
2130h	Staff Meeting	

Captain G. Solomonides
Commanding Officer

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