



**CADET MONTHLY  
ROUTINE ORDERS  
ISSUED BY  
CAPTAIN VICTORIA SCHRAUWEN  
COMMANDING OFFICER**



**223 RCACS**

**RED LION**

**VERNON BC**

**No. Element**

**Name**

**Location**

**Order No. 12/2021**

**December**

**1 Dec 2021**

**Part 1 ADMINISTRATION**

**1.1 DUTY ROSTER**

(Note: Duty Officer is considered on duty and paid in accordance with CATO 12-13)

DATE	DUTY OFFICER	DUTY NCO	DUTY FLIGHT
2 Dec 2021	LT Noorduyn	SGT Sweeny	SGT Battersby
9 Dec 2021	2LT Rossner	SGT BOT	SGT Romanyshyn
16 Dec 2021	Capt Schrauwen	SGT Sweeny	SGT Battersby
6 Jan 2021	Capt Paas	SGT BOT	SGT Romanyshyn

**1.2 TRAINING SCHEDULE**

**1.2.1 Monthly Training Schedule**

Squadron mandatory training shall take place on Thursday nights from 1830 hrs until 2130 hrs at the Bldg G20, VCTC:

Date	Location	Details and Dress
2 Dec 2021	G20	C1A – Ceremonial Dress
9 Dec 2021	G20	C3 – Winter Dress
16 Dec 2021	G20	C3 – Winter Dress
6 Jan 2022	G20	C1A – Ceremonial Dress



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**1.2.2 Weekly Training Routine**

Day	Event	From	Until	Details
Thursday	CO'S Parade	1830	2100	First Thursday of every month C1A – Ceremonial Dress
	Regular Parade	1830	2100	C3B - Service Dress

**Parade Night Schedule - Virtual**

1830 – 1835 hrs	Cadets login attending Microsoft Teams for virtual meetings
1835 – 1845 hrs	Opening parade: announcements / evening schedule / attendance
1845 – 1900 hrs	Inspection (2 flights) led by flight commanders, based on numbers.
1900 – 1930 hrs	Period 1 Classes
1935 – 2000 hrs	Period 2 Classes
2010 – 2045 hrs	Period 3 Classes
2045 – 2100 hrs	Closing parade: final announcements, presentations

**Parade Night Schedule – In Person**

1815	Hall opening and Inspection of facilities by Duty Officer
1815-1830 hrs	Cadets Arrive, NCO Briefing and NCO Inspection by Cadet Commander
1830-1845 hrs	Squadron Falls in for Attendance, Inspection and Announcements
1845-1920 hrs	Period 1 Classes
1920-1955 hrs	Period 2 Classes
1955-2010 hrs	Break – no Canteen available due to covid. Bring your own snacks
2010-2045 hrs	Period 3 Classes
2045-2100 hrs	Squadron Falls in for closing parade, Announcements & Dismissal
2100-2115 hrs	Duty flight(s) to clean the building. Staff to secure the Building
2130 hrs	All personnel to vacate the building

**1.2.3 Excused Absences**

Cadets must contact Squadron administration if they are unable to attend a Regular Parade night or optional training or they will be marked absent. The Squadron phone number 250-309-9490. Three consecutive un-excused absences will result in a cadet's membership being terminated.



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**2.1.1 Notices & Events**

<b>Date</b>	<b>Event</b>	<b>From</b>	<b>Until</b>	<b>Details</b>	<b>Sqn Staff Assigned</b>
1 Dec 2021	Range G20	1830	2000	Shared with 1705	LT Noorduynd
8 Dec 2021	Range G20	1830	2000	Shared with 1705	LT Noorduynd
12 Dec 2021	Biathlon	0930	1200	Biathlon Sovereign Lake Nordic Club	Captain Schrauwen 2LT Rossner
15 Dec 2021	Range G20	1830	2000	Shared with 1705	LT Noorduynd
19 Dec 2021	Biathlon	0930	1200	Biathlon Sovereign Lake Nordic Club	Captain Schrauwen 2LT Rossner
20 Dec 2021	Standing Down for Xmas break				
5 Jan 2022	Range G20	1830	2000	Shared with 1705	LT Noorduynd



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**Part 2 PERSONNEL**

**3.1 COATS OFFICERS, CIVILIAN & VOLUNTEER INSTRUCTORS  
Appointments, Promotions, Transactions**

The following Staff are screened, authorized to parade and appointed as follows:

Staff Member	Appointment	Secondary Duties	Transactions
Captain Victoria Schrauwen	Commanding Officer	Ground School Instructor	
Captain Jason Paas	Band Officer / Training Officer		
Lt Matthew Shewchuk	Support training		
LT Noorduyn	Support training	Range Support	
2Lt Trevor Rossner	Administration Officer	Covid Safety Officer	

**3.2 COATS OFFICERS, CIVILIAN & VOLUNTEER INSTRUCTORS**

The following Staff are assigned security access as follows:

Staff Member	Gate	LHQ Hall	Supply	Weapons Locker	Protect B Cabinet
Captain Victoria Schrauwen	X	X	X	X	X
Captain Jason Pass	X	X	X	X	X
Lt Matthew Shewchuk					
LT Noorduyn					
2Lt Trevor Rossner	X	X	X	X	X
Jim Bell ( CV )					



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**4.1 CADETS - Taken On Strength**

<b>Last Name</b>	<b>First Name</b>	<b>M/F</b>	<b>Effective Date</b>
Haner	Ethan	M	18 Nov 2021
Danics	Nathan	M	16 Nov 2021
Zhu	Tim	M	29 Nov 2021



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**4.2 CADETS - Struck Off Strength**

Last Name	First Name	M/F	Effective Date
Dollevoet	Andre	M	30 Nov 2021

**4.3 CADETS - Promotions & Appointments**

Last Name	First Name	M/F	Effective Date	Rank

**4.4 CADETS - High School Credits**

Last Name	First Name	M/F	Grade Credit



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**4.5 CADETS - Participation and Achievements  
Duke of Edinburgh, Effective Speaking, Range, Biathlon, 1<sup>st</sup> Aid, RC Aircraft,  
SAR Team, Ground School, Drill Team, Band**

Last Name	First Name	M/F	Effective Date	Achievement

Captain Victoria Schrauwen, CD  
Commanding Officer  
223 Red Lion RCACS

Distribution List  
CO                    223 Staff                    SSC  
SR NCO's            Notice board                PACREG J3  
ACICO   Website