



MONTHLY ROUTINE ORDERS
Issued under the authority of
LCdr S. Tofsrud
Commanding Officer

195 RCSCC BICKNELL
MRO No. 4

TY 2022-2023

Richmond BC
01 December 2022

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The following is a list of contents of Routine Order No. 4 effective 01 December 2022.

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PART I - ADMINISTRATION

1. Daily Routine (In Person):

1815	Duty Division and Duty staff report, Head to Stores
1830	Liberty expires, all hands report
1840	Entire ship's Company falls in, attendance taken
1845	Parade begins; Quarterdeck party close up, division inspections
1900	Colours
1905	Hands to Classes – Training Period 1
1935	Hands to Classes – Training Period 2
2005	Stand Easy
2020	Hands to Classes – Training Period 3
2050	Secure - Ship's Company fall in
2100	Sunset
2115	Ship's Husbandry, Liberty Boats

2. Duty Roster:

DATE	PARADE COMMANDER	OOD	POOD	FIRST AID ATTENDANT	CORPORAL OF THE GANGWAY	DUTY WATCH
7 Dec	CPO1 Lee, T	Lt(N) Andrews, B	PO1 Lee, Janice	CPO2 Andrews, M	PO2 Wong, A	Shawinigan
14 Dec	CPO1 Lee, T	NCdt Lam, G	PO1 Linden, K	PO1 Leung, A	PO2 Kwok, H	Trentonian
STAND DOWN						

PART II – TRAINING

1. Regular Mandatory Training: (*C3A full tunic without tie, white collar out, and on top of tunic collar)

Date	Activity	Officer Dress	Cadet Dress	Location
7 Dec	CO's Parade	3C	*C3A	Cadet Hall
14 Dec	Holiday Dine-in	No. 1/No. 2 or semi-formal attire	*C3A or semi-formal attire	Cadet Hall
STAND DOWN				

PART II – TRAINING (cont.)

2. Mandatory Weekend Training:

Date	Event	Time	Location	Action(s) / Dress
3 Dec	NCO Training and PHASE	10:45 – 16:00 hrs	Cadet Hall	Officers: 5B Cadets: C5
10 Dec	Advanced Training	09:00 – 16:00 hrs	Cadet Hall	Officers: 5B Cadets: C5
10 Dec	Chief Boards	TBA	Cadet Hall	Officers: 3C Cadets: *C3A

3. Optional Weekend Training:

Date	Event	Time	Location	Action(s) / Dress
11 Dec	Drill and Marksmanship Practice	09:00 – 12:00 hrs	Cadet Hall	Officers: 5B Cadets: Civilian

PART III – PERSONNEL

1. Officers:

- a. TOS: none
- b. SOS: none

2. Cadets:

- 1. TOS: Khong, Elizabeth
- 2. TOS: Tabak, Elif Asya
- 3. TOS: Zuest, Matayo
- 4. TOS: Isin, Salih Ilber
- 5. TOS: Wyatt, Jason Lee
- 6. TOS: Cinaroglu, Elif Duru
- 7. TOS: Tang, Sophie Yan Kiu
- 8. TOS: Chi, Britney Bao Ni
- 9. TOS: Sana, Yasser
- 1. SOS: none

PART IV – ANNOUNCEMENTS

- 1. As we return to a more normal training routine, we have to be mindful that COVID-19 is still present and has not gone away completely. The use of face masks is optional but recommended, to reduce the risk of transmission. The additional RCSU mandated safety measures will continue to be in place. RCSCC BICKNELL will be parading in-person at the Cadet Hall. For details visit www.richmondseacadets.com.
- 2. All cadets should have or received a Cadet365 account. This account gives cadet’s access to Microsoft 365 (Word, Excel, Outlook, Teams etc.). Bicknell cadets will be using this as a primary method of communication for instant messaging. Cadets who have not received this should speak with NCdt Lam.
- 3. Our volunteer parents committee (The Navy League of Canada – Richmond/Delta Branch) will be holding their Annual General Meeting in January 2023. Further details will be forthcoming, and we encourage parents to attend.

S. Tofsrud
Lieutenant Commander
Commanding Officer
RCSCC BICKNELL