



# MONTHLY ROUTINE ORDERS

*Issued under the authority of*

**LCdr S. Tofsrud  
Commanding Officer**

**195 RCSCC BICKNELL**

**MRO No. 1**

**TY 2023-2024**

**Richmond BC**

**01 January 2023**

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The following is a list of contents of Routine Order No. 1 effective 01 January 2023.

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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  |
|--------|------------------|------------------|----------------|---------------------|-------------------------|-------------|
| 4 Jan  | CPO1 Lee, T      | Lt(N) Andrews, B | PO1 Jiang, B   | PO2 Kwok, H         | PO2 Jethani, T          | Bonaventure |
| 11 Jan | CPO1 Lee, T      | NCdt Goldman, L  | PO1 Min, B     | PO1 Leung, A        | PO2 Ng, M               | Bras D'or   |
| 18 Jan | CPO1 Lee, T      | NCdt Whitmore, J | PO1 Hussain, A | PO2 Kwok, H         | PO2 He, I               | Shawinigan  |
| 25 Jan | CPO1 Lee, T      | Capt. Andrews, R | PO1 Leung, A   | PO1 Leung, A        | PO2 Yu, E               | Trentonian  |

## **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   |
|--------|--------------------------|---------------|-------------|------------|
| 4 Jan  | CO's Parade              | 3C            | *C3A        | Cadet Hall |
| 11 Jan | Mandatory Training Night | 5B            | C5          | Cadet Hall |
| 18 Jan | Mandatory Training Night | 5B            | C5          | Cadet Hall |

|        |                          |    |    |            |
|--------|--------------------------|----|----|------------|
| 25 Jan | Mandatory Training Night | 5B | C5 | Cadet Hall |
|--------|--------------------------|----|----|------------|

## **PART II – TRAINING (cont.)**

### **2. Mandatory Weekend Training:**

| <b>Date</b> | <b>Event</b> | <b>Time</b>         | <b>Location</b> | <b>Action(s) / Dress</b>                 |
|-------------|--------------|---------------------|-----------------|--|
| 14 Jan      | Snow Shoeing | 08:00 to 16:00 hrs. | Cadet Hall      | Officers: Civilian      Cadets: Civilian |

### **3. Optional Weekend Training:**

| <b>Date</b>                          | <b>Event</b>                    | <b>Time</b>       | <b>Location</b> | <b>Action(s) / Dress</b>           |
|--------------------------------------|---------------------------------|-------------------|-----------------|------------------------------------|
| 08 Jan<br>15 Jan<br>22 Jan<br>29 Jan | Drill and Marksmanship Practice | 09:00 – 11:00 hrs | Cadet Hall      | Officers: 5B      Cadets: Civilian |

## **PART III – PERSONNEL**

### **1. Officers:**

- TOS: none
- SOS: none

### **2. Cadets:**

- TOS: none
- 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](http://www.richmondseacadets.com).
2. All cadets should have or received a Cadet 365 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