



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 September 2023

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The following is a list of contents of Routine Order No. 1 effective 01 September 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	CHOD	CORPORAL OF THE GANGWAY	DUTY WATCH
6 Sept	CPO1 Hussain, A	Lt(N) Kapustina, O	CPO2 Su, Rayco	CPO2 Min, B	Bras D'or
13 Sept	CPO1 Hussain, A	Capt Andrews, R	CPO2 Xu, S	PO1 Ng, D	Shawinigan
20 Sept	CPO1 Hussain, A	Lt(N) Andrews, B	CPO2 Lee, J	PO1 Lian, J	Trentonian
27 Sept	CPO1 Hussain, A	A/SLt Lam, G	CPO2 Clar de Jesus, S	PO1 Leung, A	Bonaventure

PART II – TRAINING

1. Regular Mandatory Training:

Date	Activity	Officer Dress	Cadet Dress	Location
6 September	Admin Night	5B	C5/Civvies	Cadet Hall
13 September	Admin:Teams/Website/IT	5B	C5	Cadet Hall
20 September	Mandatory Training Night	5B	C5	Cadet Hall
27 September	Mandatory Training Night	5B	C5	Cadet Hall

PART II – TRAINING (cont.)

2. Mandatory Weekend and/or Optional Training:

Date	Event	Time	Location	Action(s)
23-24 Sep	Sail Weekend I	To be announced	Jericho Sail Club Association 1300 Discovery St, Vancouver, BC	Dress: Officers: Civilian Cadets: Civilian
30 Sep – 1 Oct	Leadership Weekend (Phase 4 and 5)	0830 - 1600	Cadet Hall	Dress: Officers: 5B Cadets: C5

PART III – PERSONNEL

1. Officers:

- a. TOS:
NCdt Lam promoted to A/SLt Lam
NCdt Andrews, M
CI Howard, C

Appointments:

Lt(N) Kapustina is appointed Executive Officer effective 1 Sep
Capt Andrews is appointed Administration Officer effective 1 Sep
Lt(N) Andrews is appointed as Supply Officer effective 1 Sep
A/SLt Lam is appointed as Training Officer effective 1 Sep

- b. SOS: none

2. Cadets:

- a. TOS/SOS: none

PART IV – ANNOUNCEMENTS

1. Welcome back! As we are returning to the new year, I know everything is eager to come back and participate and ask all sorts of questions!
2. I would like to take an opportunity to remind everyone about security for our cadets, building and equipment:
 - a. If you are dropping off or picking up your cadets, you are more than welcome to come by the ships office or weekend training location and ask as many questions as you'd like with our officer staff or even just to say hello!
 - b. The Department of National Defense takes cadet safety and security as a top priority. With that, we ask parents who haven't completed an adult screening with DND to vacate the training area until the end of the session when it's time to pickup your child.
 - c. Should parents wish to stay to observe your child participating, please contact the commanding officer at: **Shaun.Tofsrud@Cadets.gc.ca or 604-499-7940** to make arrangements.
 - d. If there are any parents that are wishing to volunteer with the corps, we are always looking for assistance. Please come into the ships office to discuss your interests and initiate the proper screening process.

S. Tofsrud
Lieutenant Commander
Commanding Officer
RCSCC BICKNELL