



692 BCIT AEROSPACE RCACS
RICHMOND BC
CADET MONTHLY ROUTINE ORDERS
ISSUED BY
THE COMMANDING OFFICER



Order # 11-2025

DATE: 1 Nov 2025

ADMINISTRATION

1. DUTY ROSTER

Date	Duty Officer	Duty Flight	Duty Sgt	Duty Cpl
06 Nov 25	Capt Mei, H	Aurora	Sgt Wang, Victor	Cpl Barimbao, Mattdenver Cpl Song, Aidan
13 Nov 25	Lt(N) Wong, A	Cyclone	Sgt Lin, Winnie	Cpl Hui, Renan Cpl Yue, Sebastien
20 Nov 25	Lt(N) Cheung, C	Challenger	Sgt Quan, Elizabeth	Cpl Lu, Brandon Cpl Vo, Madonna
27 Nov 25	CI Ho, C	Sabre	Sgt Liu, Terry	Cpl Maniselvan, Yaline Cpl Chen, David

2. TRAINING

a. Parade Night Schedule:

1800-1805 hrs	Doors Open, Cadets Fall Into Flights
1805-1825 hrs	Attendance + Uniform Marking
1825-1835 hrs	Opening Parade
1835-1845 hrs	Cadets Dismissed, move to First Period
1845-1915 hrs	First Period
1915-1925 hrs	Move to Second Period
1925-1955 hrs	Second Period
1955-2010 hrs	Break
2010-2020 hrs	Move to Third Period
2020-2050 hrs	Third Period
2050-2100 hrs	Move to Parade Square
2100-2120 hrs	Parade
2120 hrs	Dismissal
2130 hrs	Building Clear

b. Commanding Officer's (CO's) Parade Schedule:

1800-1805 hrs	Doors Open, Move to Classroom
1805-1855 hrs	Attendance & Flight Period
1855-1905 hrs	Move to Parade Square
1905-1950 hrs	Parade Practice + Announcements
1950-2010 hrs	Break

2010-2020 hrs	Move to Parade Square
2020-2115 hrs	CO's Parade
2115 hrs	Dismissal
2130 hrs	Building Clear

c. Mandatory Training

Date	Activity	Time	Location	Dress	OPI
06 Nov 25	Parade Night	1800-2130 hrs	BCIT Aerospace Campus	Civilian	Capt Tan
13 Nov 25	Parade Night	1800-2130 hrs	BCIT Aerospace Campus	C3	Capt Tan
20 Nov 25	Parade Night	1800-2130 hrs	BCIT Aerospace Campus	C3	Capt Tan
27 Nov 25	CO's Parade	1800-2130 hrs	BCIT Aerospace Campus	C1	Capt Tan

d. Optional Training

Activity	Day	Location	Time	OPI
Band	Monday	BCIT Aerospace Campus	1800-2100 hrs	Lt(N) Cheung
Effective Speaking	Monday	BCIT Aerospace Campus	1900-2030 hrs	Capt Vo
Drill Team	Tuesday	BCIT Aerospace Campus	1830-2030 hrs	2Lt Ma
First Aid	Wednesday	BCIT Aerospace Campus	1900-2100 hrs	Capt Mei
Ground School	Wednesday	Online	1800-1900 hrs	Capt Law
Marksmanship	Friday	Richmond Rod & Gun Club	1800-2100 hrs	Lt(N) Wong
Ground School	Saturday	Online	1900-2100 hrs	Capt Law

e. Upcoming Activities

Date	Activity	Time	Location	Dress	OPI
01 Nov 25	Poppy Distribution	1100 - 1700 hrs	2760 Sweden Way	C1	Capt Tan/ Lt (N) Cheung
02 Nov 25	Poppy Distribution	1100 - 1700 hrs	2760 Sweden Way	C1	CI Ho/ Capt Law
02 Nov 25	Cenotaph Practice	1000 - 1200 hrs	Richmond City Hall	Civilian	Capt Law
08 Nov 25	Poppy Distribution	1100 - 1700 hrs	2760 Sweden Way	C1	Capt Vo/ Lt Leong
09 Nov 25	Poppy Distribution	1100 - 1700 hrs	2760 Sweden Way	C1	Capt Mei
09 Nov 25	Cenotaph Practice	1000 - 1200 hrs	Richmond City Hall	Civilian	Capt Law
11 Nov 25	Remembrance Day	0930 - 1200 hrs	Richmond City Hall	C1	Capt Tan
21-23 Nov 25	Winter FTX	1700 - 1600 hrs	Pierce Creek	FTU	Lt Lo

3. Officer Staff

Name	Position
Capt J. Tan	Commanding Officer
Capt S. Law	Deputy Commanding Officer
Lt M. Lo	Training Officer / UPAR
CI C. Ho	Assistant Training Officer
Lt(N) C. Cheung	Training Advisor Officer
CI N. Lee	Training Advisor / Special Project Officer
2Lt S. Ma	Administration Officer
Capt H. Mei	Administration Officer
Lt(N) A. Wong	Uniform Standards Officer
Capt D. Vo	Parade Standards Officer
Lt A. Leong	Supply Officer

CV B. Xu
CV T. Mai
CV K. Ng
CV S. Yuen

Level Officer
Level Officer
Level Officer
Training Support

// original signed by //

J. Tan
Captain
Commanding Officer