692 BCIT AEROSPACE RCACS

RICHMOND BC

CADET MONTHLY ROUTINE ORDERS

ISSUED BY

THE COMMANDING OFFICER

Order # 11-2026 **DATE: 1 Nov 2026**

ADMINISTRATION

1. DUTY ROSTER

Date	Duty Officer	Duty Flight	Duty Sgt	Duty Cpl
05 Nov 26	Capt Mei, H	Hornet	FCpl Barimbao, M	FCpl Lam, J
12 Nov 26	OCdt Ng, K	Aurora	FCpl Chau, K	FCpl Zhu, A
19 Nov 26	Capt Vo, D	Cyclone	FCpl Jeyakumar, P	FCpl Chau, S
26 Nov 26	Lt(N) Wong, A	Challenger	FCpl Hum, W	FCpl Lu, L

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
05 Nov 26	Parade Night	1800-2130 hrs	BCIT Aerospace Campus	C1	Capt Tan
12 Nov 26	Parade Night	1800-2130 hrs	BCIT Aerospace Campus	C3	Capt Tan
19 Nov 26	Parade Night	1800-2130 hrs	BCIT Aerospace Campus	C3	Capt Tan
26 Nov 26	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 Leong
Effective Speaking	Monday	BCIT Aerospace Campus	1900 - 2100 hrs	Capt Vo
Ground School	Tuesday	BCIT Aerospace Campus	1800 - 1900 hrs	CV Ngai, Capt Law
Drill Team	Tuesday	BCIT Aerospace Campus	1900 - 2100 hrs	Lt Ma
First Aid	Wednesday	BCIT Aerospace Campus	1900 - 2100 hrs	Capt Mei
Marksmanship	Friday	Richmond Rod & Gun Club	1730 - 2030 hrs	Lt(N) Wong

e. Upcoming Activities

Date	Activity	Time	Location	Dress	OPI
31 Oct - 01 Nov 26	First Aid Training	0800 - 1700 hrs	#2160-8788 McKim Way	Civilian	Capt Mei
01 Nov 26	Remembrance Day Flag/ Cenotaph Practice	1000 - 1200 hrs	Richmond City Hall	Civillian	Matthew McBride (Legion)
01 Nov 26	Poppy Distribution	1000 - 1600 hrs	2760 Sweden Way	C1	Capt Tan
06-08 Nov 26	LM Fall NCO Training Weekend	1800 - 1700 hrs	PRTC Chilliwack	C3	Capt Yeung (ADA OPI)
07 Nov 26	Remembrance Day Band Practice	1500 - 1700 hrs	Westwind Elementary School	Civilian	SLt Chan (609 RCACS)
07 Nov 26	Poppy Distribution	1000 - 1600 hrs	2760 Sweden Way	C1	Capt Tan
08 Nov 26	Remembrance Day Flag/ Cenotaph Practice	1000 - 1200 hrs	Richmond City Hall	Civillian	Matthew McBride (Legion)
08 Nov 26	Poppy Distribution	1000 - 1600 hrs	2760 Sweden Way	C1	Capt Tan
10 Nov 26	Community Remembrance Day Ceremony	1500 - 1600 hrs	Minoru Residence	C1	2947 RCACC
11 Nov 26	Remembrance Day	0930 - 1200 hrs	Richmond City Hall	C1	Capt Tan
20-22 Nov 26	FTX	1800 - 1600 hrs	Pierce Creek	FTU	Capt Lo
21-22 Nov 26	Advanced Leadership Program - 503/509	0800 - 1700 hrs	Hoffmeister Building	C3	Capt Smith (LM ATO)
22 Nov 26	Power Familiarization Flying	1000 - 1615 hrs	Pitt Meadows Airport	Civilian	Capt White (Air Ops)
28-29 Nov 26	Music Clinic	1000 - 1600 hrs	Hoffmeister Building/ Seaforth Armoury	C3	Maj Shim (RCSU)

3. Officer Staff

Name	Position
Capt J. Tan	Commanding Officer
Capt S. Law	Deputy Commanding Officer
Capt M. Lo	Training Officer/UPAR
OCdt C. Ho	Optional Training Officer
Lt(N) C. Cheung	Training Advisor Officer
CI N. Lee	Training Advisor / Special Project Officer
Lt S. Ma	Administration Officer
Capt H. Mei	Administration Officer
Lt(N) A. Wong	Standards Officer
Capt D. Vo	Standards Officer
Lt A. Leong	Supply Officer
OCdt K. Ng	Assistant Administration Officer / Assistant Supply Officer
CI B. Xu	Level Officer
CV T. Mai	Level Officer
CV N. Ngai	Level Officer

// original signed by //

J. Tan
Captain
Commanding Officer