



789 Lt R Hampton Gray, VC Squadron
St. Joseph's Secondary School
5555 Creditview
Mississauga, Ontario
1085 – 10 (Trg O)

05 October 2019

Distribution List

OPERATION ORDER 010/19

TRAINING EXERCISE

References:

- A. (Sqn) Training Calendar 2019-2020
- B. Interim Activity Safety Direction
- C. Cadet Administrative and Training Orders (CATO)
 - 1. 11-04 Cadet Program Outline;
 - 2. 11-08 Environmental Stewardship;
 - 3. 12-24 Reporting Injuries, Disability, Death;
 - 4. 13-12 Supervision of Cadets;
 - 5. 14-15 First Aid Requirements;
 - 6. 54-10 Air Cadet LHQ Training

Situation: Staff and Cadets from 789 Lt R Hampton Gray, VC Squadron will participate in a field training exercise **OPERATION CARPE DIEM** 22-24 November 2019 at Blue Springs Scout Reserve in Acton, ON. This exercise is required in fulfilling mandatory training.

Mission: To provide mandatory and complementary training while creating an opportunity to make practical use of the physical fitness, radio communication, orienteering and aircrew survival skills taught at the LHQ. Through the use of constant motivation and supervision each cadet will develop a strong sense of teamwork, self-worth, and accomplishment.

Execution:

General Outline: This exercise will be conducted in five (5) phases:

- a. Phase One: Advance Party picks up supplies and proceeds to Blue Springs
- b. Phase Two: 789 Squadron cadets arrive at Staples (Argentia and Winston Churchill) and report for check in with Admin/Med O with kit and health card. A Nominal Roll will be signed off at this time by the Admin/Med Os at both locations. Buses will depart for Blue Springs once all are present and accounted for and all health cards and meds are collected.
- c. Phase Three: Training commences and includes briefing of training exercise and all pertinent DND/CF policies including:
 - i. Safety;
 - ii. Environmental Stewardship;
 - iii. Harassment; and
 - iv. Personal Conduct.

- d. Phase Four: Teardown – Pack up – Clean up – Final Enviro Sweep – Roll Call – Departure.
- e. Phase Five: Parents or guardians pick up cadets from 789 at Staples’ parking lot, Argentia and Winston Churchill.

Groupings and Tasking.

Groupings: A total of seven (7) Officers, four (4) Civilian Instructors/Volunteers and Ninety-Two (92) Cadets will attend the exercise; Groupings will be IAW CATO 13-12.

Tasking:

- a. Maj. Femiak is the Commanding Officer for the exercise and the UCCMA and will ensure all appropriate documentation is complete(d), including approval from detachment. Lt. Suraj is the OPI for the exercise and is responsible for all documentation. Capt. Wiseman will also be Trg O for the exercise.
- b. Lt. Suraj is appointed OPI. He will ensure the conduct of briefings for the Officers and cadets on safety, expedition of training, duty watches, personal conduct and the boundaries of the exercise. OCdt Zahid is the Environ O and will ensure that the site is left without an environmental footprint at the end of the exercise. In the event of an environmental accident appropriate protocol will be followed with DND issued Environmental Spill Kit. Additional duties relate to Fire Safety and includes the establishment of POL and Fire Fighting area. She will act as secondary FAO.
- c. Lt. Furtado is appointed the exercise Admin/Med/Safety Officer. Upon the arrival of all 789 cadets, she will complete two copies of a Nominal Roll and ensure that each Cadet is in possession of OHIP cards. Lt. Furtado will collect and secure all OHIP cards and any medicine prior to departure from Staples (Argentia and Winston Churchill), material to be stored in the designated container at HQ. At time of check-in, a list of cadet(s) on medication will be made and the Admin/Med O will ensure that cadet(s) are reminded to take medications as required. OCdt Zahid is to assist Admin O at departure point as necessary. All cadets who require an aerosol based personal deodorant spray are to have the aerosol can labelled with their last name and first name. OCdt Zahid will collect these items prior to cadets boarding the bus. Cadets will be responsible for "checking out" their aerosol spray deodorant each time it is to be used and then returning it to OCdt Zahid when finished. Any collected aerosol sprays to be returned to cadets when health cards are passed out prior to departure Blue Springs.
- d. Lt. Suraj is appointed First Aid Officer. He will work with senior cadets in organizing PT and ensure that training is done IAW safety guidelines.
- e. All Officers must consult Annex G for additional responsibilities as well as timings of events. Each Officer will act as supervisor to ensure the safe, efficient, and effective execution of this exercise IAW above noted references. Each Officer will prepare an after-action report.

Exercise Organization:

Commanding Officer:	Maj. Femiak
Second in Command:	Capt Wiseman
Officer of Principal Interest	Lt Suraj
First Aid Officers:	Primary: Lt. Suraj Secondary: OCdt Zahid
UCCMA:	Maj Femiak
Admin/Med/Safety O:	Lt. Furtado
Medical	Capt. Wiseman
Trans:	
Advance Party:	Capt. Wiseman, Lt. Suraj and CV Mitchell

Coordinating Instructions:

1. Travel Timings: Advance Party will arrive at Blue Springs NLT 1700hrs 22-24 November 2019. Remaining Staff and Cadets will arrive at respective Departure Points (789 – Staples’ parking lot, Argentia and Winston Churchill) NLT 1800hrs of the same day. Exhaust is 28 April 1300hrs. Drop off and pick up of cadets by parents or guardian will be at respective Arrival Points (789 – Staples’ parking lot, Argentia and Winston Churchill).
2. Permission Form: Shall be completed by the parent/guardian of the cadet and presented to Squadron Admin O for collection NLT Thursday 31 October 2019; attached Annex D. Parents to be provided a list of MRE Meals/ingredients so that they can evaluate suitability for their cadets and make arrangements in advance in the event that any meals are found to be unsuitable.
3. Training Timings: Training timings will be IAW Annex F.
4. Request for Service and Support: Copy of ASR attached and prepared IAW this Ops O.
5. Health Cards and Meds: The Admin/Med O shall ensure health cards and any meds are collected upon arrival of cadets and made available as required during the exercise.
6. Dress:
 - a) Officers: CADPAT
 - b) Cadets: Olive Green Combats/ Field Training Uniform or appropriate civilian clothing. Weather appropriate head ware.
7. Rendezvous Point: Advance Party: Staples’ parking lot (Argentia and Winston Churchill)/ SmartStop Self Storage Facility (Queen and The Gore). Participating 789 Squadron Staff and Cadets: Staples’ parking lot (Argentia and Winston Churchill).
8. Tents Group Allocation Males and Females will be accommodated and supervised separately for this exercise IAW above noted reference. All involved will utilize cadet quarters at Blue Springs Scout Reserve.
9. Boundaries: The boundaries will be marked off by the Advance Party and related to staff and cadets by the OPI during initial briefing.
10. Environment: All garbage will be packed out IAW TREES. Recycling will be separated and disposed.
11. Safety: Any member conducting an activity may make the decision to temporarily suspend the activity for any reason that may adversely influence safety. The Safety O will, as soon as practicable, evaluate the situation and make a final decision. At any time that general safety is impacted by any circumstances, including forces of nature, cancellation of the activity will be warranted if determined in the best interests of the cadets.

Service and Support:

1. Feeding and Rations: MREs will be provided for part of this exercise, remainder of meals in Cadet Mess. MREs will be picked up at NGTA Warehouse at (approx.) 1100hrs 22 November 2019. Refreshments, water and remaining food requirements will be secured by the CO and OPI in co-ordination with the SSC.
2. Accommodation: Accommodations for this exercise will be in existing Blue Springs Scout Reserve Facilities.
3. Emergency Shelter: As part of Phase 3, cadets will be briefed as to dress requirements and safety protocol. This exercise will go ahead provided the weather is not so

severe as to affect the safety and welfare of the cadets. This exercise will include both indoor and outdoor training. In the event of extreme or severe weather during the exercise all training will be conducted indoors to the extent possible given facilities available.

4. Medical Support: Emergency Medical assistance is located 18.7 kms / 20 minutes away at Georgetown Hospital, Georgetown, Ontario, 905-873-0111. Major injuries are to be brought to the immediate attention of the Exercise First Aid Officer and transported via EMS or designated emergency vehicle transport to Georgetown Hospital. See Annex B of this order. Minor injuries will be brought to the attention of the First Aid Officer and be handled by First Aid trained personnel.
5. POL: POL site will be located no less than 50 feet from site HQ.
6. Fire Safety Site: Fire Safety shall be located by the Site HQ and Training Areas and will have all necessary equipment, including but not limited to a fire extinguisher, sand pails, shovel and rake.
7. HAZMAT: The DND issued Environmental Spill Kit will be on site and located adjacent to the Fire Safety Site.
8. Transportation: Transportation for the exercise will be as follows:
 - a) Advance Party: Lt Suraj and Capt Wiseman will meet at Lt Suraj's residence in Brampton at 1000 hrs to travel to Toronto Stores for 1100 hrs. Will then meet with CV Mitchell at SmartStop Self Storage Facility (Queen and The Gore) at 1200 hrs, to load material; and then pick up bulk food items in Mississauga, and then travel to Blue Springs via DND Rental Panel Van.
 - b) Cadets and Staff: All Remaining Staff and Cadets will to travel to Blue Springs via Bus. Cadets will be dropped off/picked up at rendezvous point in PMV by parents or guardians.
 - c) Emergencies: Emergency Transportation Vehicle will be the DND Panel Van; the keys will be in the van at all times and will be driven by Maj Femiak or Capt. Wiseman in the event of such a need.
9. Personal Equipment: Personal equipment each candidate must bring is outlined in Annex C.

Command and Signal:

1. Command

General: All inquiries and suggestions shall be brought to the attention of the OPI (Trg O) and in turn to the Commanding Officer.

- a) Maj Femiak is the Commanding Officer (Cell #437-223-6417).
- b) Capt. Wiseman is the Training Officer/ 2IC (Cell# 905-699-9442).
- c) Lt. Suraj is designated as OPI for the exercise.
- d) Headquarters shall be located at main building.

2. Signals

a) **Appointments and Phone Numbers:**

CO: Maj Femiak 437-223-6417

OPI: Lt Suraj 647-217-8726

b) **Emergency Contact:**

Any person wishing to contact their son/daughter/ward in the event of an emergency, may do so by contacting the Commanding Officer/cell phone.

c) **Communications during the FTX:**

Communication during the FTX shall be by Motorola handheld radios. Call signs will be issued at O-Group TBA. Radio Frequencies will be determined by Advanced Party at Blue Springs according to range and conditions.

d) **Emergency Procedures:**

- i. Fire: In case of fire, the person discovering fire should call "Fire! Fire Fire!" all persons to rendezvous at main parking lot. Senior cadets are to take control of syndicates.
- ii. Medical: Contact Maj Femiak. In the event of life-threatening injuries/illness, emergency services are to be contacted without delay.
- iii. Emergency Numbers:
Emergency/Ambulance/Fire/OPP/Police – 911
OPI Cell – 647-217-8726

D. Femiak

Major, 789 Lt R Hampton Gray, VC Squadron

Annexes:	Annex A	Nominal Roll
	Annex B	Map to Georgetown Hospital ER
	Appendix 1	ESM
	Appendix 2	SAR
	Annex C	Personal Equipment/Kit List
	Annex D	Permission Form
	Annex E	Route Card to Training Area
	Annex F	ACFT Screening Questionnaire
		Timing/tasking and Training
	Annex G	Schedule

Dist List

Action

CO

OPI

Admin O

Staff

Senior Cadets

SSC

Info

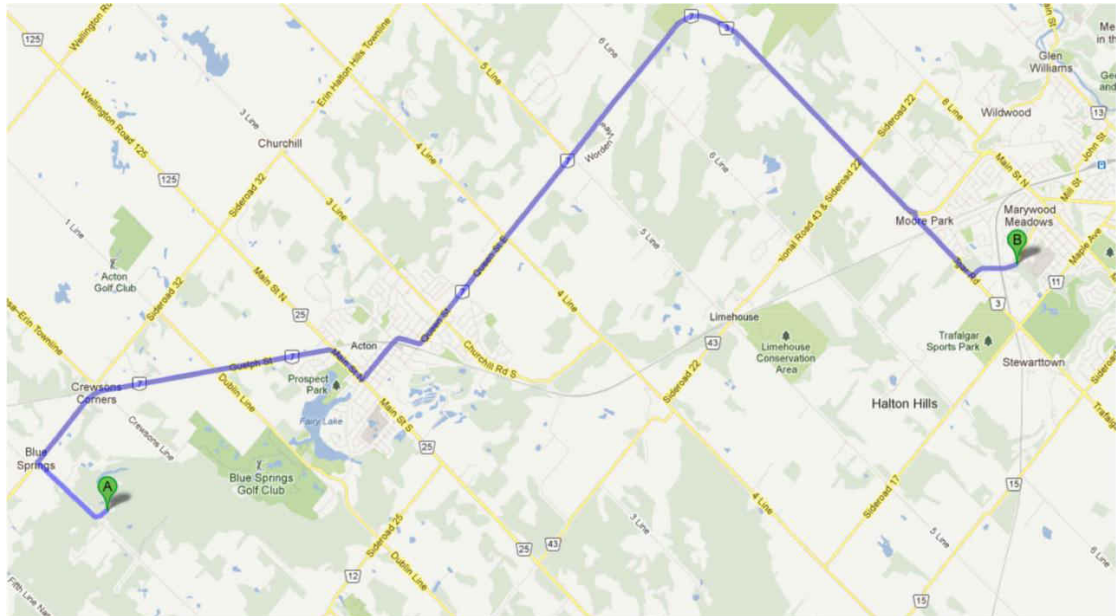
NGTA Z TrgO

ANNEX B
OPS ORDER 10/19
05 OCTOBER 2019

EMERGENCY

MAP TO GEORGETOWN HOSPITAL

Georgetown Hospital
1 Princess Anne Drive, Georgetown, ON L7G 2B8
Tel: 905-873-0111



Take Sixth Line Nassagaweya to ON-7

- ↑ 1. Head southwest toward Sixth Line Nassagaweya
- ➔ 2. Turn right onto Sixth Line Nassagaweya

Follow ON-7 to Trafalgar Rd/Halton Regional Rd 3 in Georgetown, Halton Hills

- ➔ 3. Turn right onto ON-7
- ⬅ 4. Turn left onto Mill St E/ON-7
📍 Continue to follow ON-7

Follow Trafalgar Rd/Halton Regional Rd 3 and Princess Anne Dr to your destination in Georgetown

- ➔ 5. Slight right onto Trafalgar Rd/Halton Regional Rd 3 (signs for Trafalgar Road S/Regional Road 3/Stewarttown/Hornby)
- ⬅ 6. Turn left onto Princess Anne Dr
- ⬅ 7. Turn left
- ➔ 8. Turn right
- ⬅ 9. Turn left
📍 Destination will be on the left

EMERGENCY SCENE MANAGEMENT (ESM)

1. The following is a brief summary of Emergency Scene Management (ESM) as described in Military First Aid: Safety Oriented; 3rd Edition: St. John Ambulance. This is intended as a guide for quick reference in case of medical emergency. Qualified and appointed first aiders and medical personnel are to employ the training they have received.
2. ESM has four steps:
 - a. Scene Survey;
 - b. Primary Survey;
 - c. Secondary Survey; and
 - d. Ongoing Casualty Care.
3. Scene Survey:
 - a. Take charge of the situation;
 - b. Call out to attract bystanders;
 - c. Assess hazards and make area safe;
 - d. Find out the history of the scene, how many casualties there are, and the mechanism(s) of injury;
 - e. Identify yourself as a first aider and offer to help;
 - f. Assess responsiveness;
 - g. Send or go for medical help.
4. Primary Survey:
 - a. Check the airway;
 - b. Check for breathing;
 - c. Check circulation;
 - d. Evaluate the situation and decide whether to do a secondary survey.

**ANNEX B – APPENDIX 1
CONTINUED**

5. Secondary Survey:

- a. Determine the history of the casualty;**
- b. Check vital signs;**
- c. Perform a head to toe examination;**
- d. Give first aid for injuries and illnesses found.**

6. Ongoing Casualty Care:

- a. Enlist and instruct bystanders to maintain manual support of any injuries if needed;**
- b. Give first aid for shock;**
- c. Monitor the casualty's condition, especially the ABC's;**
- d. Give nothing by mouth – if the casualty complains of thirst, moisten the lips with a wet cloth;**
- e. Record the casualty's condition, any changes that may occur and the first aid given;**
- f. Protect the casualty's personal belongings;**
- g. Hand over the casualty to medical help and report on the incident, the casualty's condition and the first aid given.**

ANNEX B – APPENDIX 2
CONTINUED

SEARCH AND RESCUE PROCEDURES (SAR)

1. If an incident involves a missing person, the following procedures shall be applied:
 - a. Quickly gather all available information on the lost person. Pertinent information may then be given to the searchers. Write all information down. Determine:
 - (1) Point last seen (PLS) and the time. Mark your map with the PLS. Protect the PLS and other areas that may contain clues to the whereabouts of the person (eg. footprints);
 - (2) What they were wearing;
 - (3) Food and equipment the person was known to have had;
 - (4) If they mentioned their plans to anyone;
 - (5) How clearly group plans were communicated;
 - (6) If there were any confusing trail junctions; and
 - (7) What type of footwear they had on (i.e. style, name brand).
 - b. Consider:
 - (1) Time of day;
 - (2) Health of lost person;
 - (3) Weather conditions;
 - (4) Immediate dangers to the lost person; and
 - (5) Possible motive for leaving.
 - c. After considering all of the above information, formulate a search plan, and ensure all searchers understand the plan and their personal roles. The plan should include:
 - (1) Determine the area to be searched. Divide the search area into segments defined by topographical features (roads, trails, streams);
 - (2) Conduct a preliminary briefing;

ANNEX B - APPENDIX 2
CONTINUED

- (3) Divide available people into search teams, and assign search areas;
 - (4) Designate and brief team leaders regarding search details;
 - (5) Set up communication procedures;
 - (6) Monitor from a central location; and
 - (7) Designate a time and place for regrouping.
- d. Quickly confine the search area, attempting to keep the person within a finite area around the PLS. Post sentries at intersections and other significant points around the search perimeter.
- e. Mark your map with notes on areas searched and the thoroughness of the search. Do not forget that lost persons may wander back into areas already searched.
- f. Maintain the search until the person is found or until outside assistance assumes responsibility for the search. Offer available assistance to other search teams.

22-24 November 2019 – OPERATION CARPE DIEM - Kit List

Since the exercise will be conducted in late fall, weather can be unpredictable. Therefore specialized equipment is required. The following lists will detail the equipment you are required to bring:

HEALTH CARD – **NO HEALTH CARD = NO GO!**

- Sleeping Bag and pillow (1 of Each)
- Foam pad/air mattress (**single size only please**)
- Appropriate civilian wear including;
 - Long Sleeve shirts (3) and t-shirts (2)
 - Long quick drying pants (not jeans) (1)
 - Warm Pants (ie: track pants, not jeans) (3)
 - PT Gear (sweat/track pants, sweat shirt, etc - 2 of each, Athletic socks – 3 pair) and Running Shoes (**2, one for inside only**)
 - **All weather clothing including a rain coat and pants, rain boots, winter coat, proper warm winter boots, sweater, wide brimmed hat/Tilley hat, toque, and warm gloves. (1 of each) (No Umbrellas)**
 - Underwear (2 pair)
 - Wool Socks (2 pair)
- Extra Dry Clothes to change into, if wet weather occurs all weekend
- Combat Clothing or Field Training Uniform (**Not your regular uniform**) if available
- Reusable Bottle for water (water available on site)
- Personal cleaning kit (soap, toothbrush, tooth paste, deodorant, towels, etc.)
- Lip Balm (Chapstick), sunscreen, insect repellent
- Backpack, or Rucksack/Duffle Bag (To carry personal equipment) **NOTE ON THIS** – Parents the cadets are only going to be away for 2 nights and 2 days- **DO NOT OVERPACK. Backpack/Duffle Bag is to be SMALL or MEDIUM sized – any larger and there will be space issues on the bus which could result in cadets being sent home.**
- Flashlight / extra batteries
- Any other reasonable camping needs suitable for variable fall/colder weather

You will not bring or have in your possession:

- Knives of any kind (Officers will have all you will need)
- Firearms
- Alcohol
- Cigarettes of any kind
- Pornography
- Lighters
- Aerosol Sprays (Pressurized Can)
- Perfumes or colognes or other strong fragrances
- **Do not bring any personal electronic devices** (cellphones and iPods/Music Players etc). There is very limited cellular signal at the camp and phones will only be allowed to call parents upon arrival back at St Josephs on Sunday afternoon

ALL medication will be reported and turned over to the exercise Admin/Med O upon arrival to Blue Springs on Friday. Aerosol spray deodorants (such as Axe) will be allowed only under special circumstances but must be turned in to the squadron staff and signed out for each use.

THE CANADIAN FORCES DRUG AND ALCOHOL POLICY WILL BE STRICTLY ADHERED TO AT ALL TIMES DURING THE WEEKEND AND IS APPLICABLE TO ALL CADETS, CIC OFFICERS, AND CIVILIANS.

ANNEX D
OPS ORDER 10/19
05 OCTOBER 2019

22-24 November 2019 – OPERATION CARPE DIEM

PERMISSION FORM

22-24 November 2019

The Cadets of 789 Squadron will participate in a weekend survival training exercise beginning 22 Nov 2019 at 1800hrs and ending **24 Nov 2019, 1300hrs** at Blue Springs Scout Reserve.

A kit list is attached on the following page. **Cadets MUST bring their Health Card. Cadets without health card and required kit WILL NOT BE ALLOWED TO ATTEND AND PARTICIPATE.** On Drop Off Parents are asked **NOT TO LEAVE** Until after health card and kit have been verified by squadron staff. **Aerosol spray deodorants will be allowed with prior arrangement under special circumstances but must be clearly marked with cadet's name and turned in to squadron staff and then signed out for each use.**

In the event of an emergency, please call the Commanding Officer's cell phone at **437-223-6417**. The permission form is due **NO LATER THAN 14 Nov 2019**.

Please return the portion below – PRINT CLEARLY (Please print):

I, _____ give my cadet _____
Name of Parent or Guardian (Surname, Given Name of Cadet)

Cadet Rank: _____ Cadet Gender: _____ Cadet Level: _____

permission to attend the field exercise held the 22-24 Nov 2019 at Blue Springs Scout Reserve

Cadet will bring Health Card and all required kit. **Cadets without health card and required kit WILL NOT BE ALLOWED TO ATTEND AND PARTICIPATE.** Aerosol spray deodorants will be allowed with prior arrangement under special circumstances but must be clearly marked with cadet's name and turned in to squadron staff and then signed out for each use. Any and ALL dietary restrictions MUST be listed below so that where possible we can accommodate them or work with you to ensure needs are met.

PHONE CONTACT NUMBERS – PARENTS MUST Provide contact numbers where they can be reached at all times. If necessary, provide an ALTERNATE Contact number.

Home Phone#: _____ Cell Phone#: _____

List **ANY** Food Allergies: _____

Vegetarian: Yes: _____ No: _____

ANY OTHER DIETARY RESTRICTIONS (eg. Vegan):

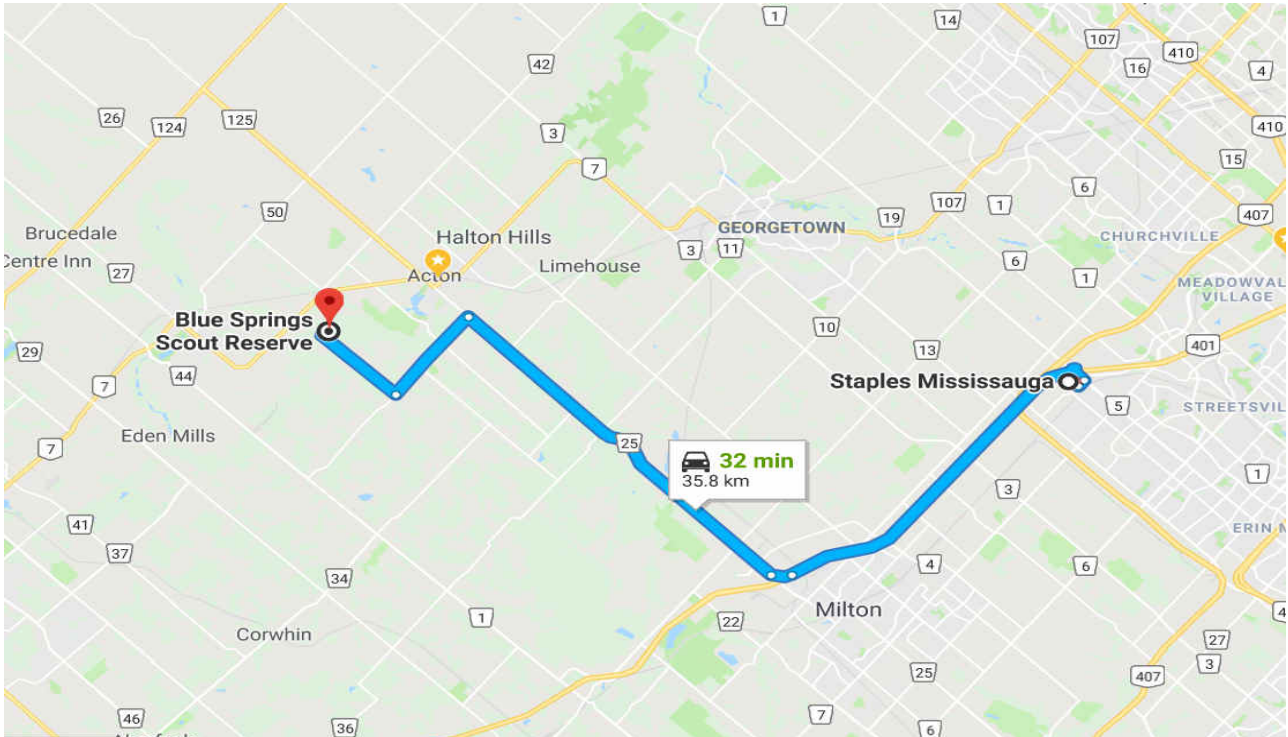
Medication: _____ Dosage _____

Parent/Guardian Signature: _____ Date: _____

ANNEX E
 OPS ORDER 10/19
 05 OCTOBER 2019

ROUTE CARD TO Blue Springs Scout Reserve

14009 6th Line Nassagaweya – Acton, Ontario Route from 789 Squadron Pickup Location



Staples Mississauga

3135 Argentia Rd Unit 2, Mississauga, ON L5N 8E1

Continue to Argentia Rd

- ↑ 1. Head east toward Argentia Rd 2 min (350 m)
- ↶ 2. Turn left 6 m
- ↷ 3. Turn right at the 2nd cross street 120 m
- 240 m

Take ON-401 W and Regional Rd 25 N to Sixth Line Nassagaweya in Milton

- ↶ 4. Turn left onto Argentia Rd 25 min (31.9 km)
- ↶ 5. Use the left 2 lanes to turn left onto Winston Churchill Blvd 300 m
- ↷ 6. Use the right lane to merge onto ON-401 W via the ramp to London 500 m

- ↷ 7. Take exit 320 for Regional Road 25 N toward Halton Hills/Acton 12.6 km

- ↷ 8. Merge onto Regional Rd 25 N 700 m
- ↶ 9. Turn left onto 25 Side Rd 14.0 km
- 3.8 km

Follow Sixth Line Nassagaweya to your destination

- ↷ 10. Turn right onto Sixth Line Nassagaweya 4 min (3.6 km)
- ↷ 11. Turn right 3.3 km
- 300 m

Blue Springs Scout Reserve

14009 Sixth Line Nassagaweya, Acton, ON L7J 2W8

**ANNEX B – APPENDIX 1
OPS ORDER 10/19
05 OCTOBER 2019**

ACFT SCREENING QUESTIONNAIRE

Please answer YES/NO under each line.

1. Has your doctor ever said that you have a heart condition and that you should only participate in physical activities that are recommended by a doctor?
2. Do you feel pain in your chest when you do physical activity?
3. In the past month, have you had chest pain when you were not doing physical activity? 4. Do you lose your balance because of dizziness or do you ever lose consciousness?
5. Do you have a bone or joint problem that could be made worse by a change in your physical activity?
6. Is your doctor currently prescribing drugs for your blood pressure or heart condition? (for example, water pills) 7. Do you know of any other reason why you should not do physical activity?

CATO 41-03