



**364 Lancaster Squadron  
Monthly Routine Orders  
September 2019**



Issued by the  
COMMANDING OFFICER  
Major J.R. Souchuk

ORDER NO.01-1920

DATED: 30 August 2019

LAST ORDER: 07-1819

**PART I – TRAINING**

**1. Routine Duty Personnel**

DATE	Duty Officer	Duty Senior/NCO	Duty Junior/NCO	Duty Flight
03 Sept 19	CI Desjardins	Sgt Meloche	F/Cpl Muscat	All Officers
10 Sept 19	2Lt Hadwen	WO2 Souchuk	F/Sgt Banwell	All Flights
17 Sept 19	OCdt Topliffe	WO2 Grant	F/Sgt Muscat	All Flights
24 Sept 19	CV Bryan	F/Sgt Nitschke	F/Sgt Iler	Apache

**2. Routine Training Schedule**

**Regular Tuesday Training Schedule**

Time	Item
1815	Level 5 and Duty NCOs report in to Admin
1820–1830	All cadets arrive and sign in
1830–1835	All cadets form up in flights for inspection and flight roll call
1845–1855	Opening Parade
1900–1930	Period One
1935–2005	Period Two
2010–2030	Period Three
2035–2055	Period Four
2100–2120	Closing Parade
2120–2130	Duty NCOs and Duty Flight – Hangar Responsibilities

**Monthly Regular and Optional Training**

Date	Timings	Event	Dress	Location	Notes
03 Sept	1815-2100	Admin Night	C-2B	LHQ	With Parents
07 Sept	0800-1600	<b>Gliding</b> No other dates	Civ	LHQ	Bussed to Chatham Airport
10 Sept	1815-2130	Regular Training	C-2B	LHQ	CoC Practice Bring a friend
14 Sept	0800-1700	NCO PD Day	Civ	LHQ	See Flight Plan
15 Sept	1300-1500	Battle of Britain	C-2	Dieppe Pk	See Flight Plan
17 Sept	1815-2130	Regular Training	C-2B	LHQ	Change of Command All Welcome.
21 Sept	1300-1500	Flags of Remembrance	C-2B		See Flight Plan
22 Sept	0800-1500	FTX Catch up Day	Civ	LHQ	For Cadets Who missed Spring FTX
24 Sept	1815-2130	Regular Training	C-2B	LHQ	Bring a friend
28 Sept	0800-1700	First Aid	Civ	LHQ	Two day training
29 Sept	0800-1700	First Aid	Civ	LHQ	
01 Oct	1815-2130	Regular Training	C-2B	LHQ	Bring a friend
05 Oct	0800-1700	Level 4 Training	Civ	LHQ	See Flight Plan

Notes: LHQ = Local Headquarters (2600 Airport Road, Windsor)  
Uniform codes found at <http://www.364squadron.ca/uniform>

**PART II – PERSONNEL**

**1. Primary and Secondary Officer Appointments**

<u>Title</u>	<u>Name</u>	<u>Abbr.</u>
<b>Commanding Officer</b>	Maj J.R. Souchuk	<b>CO</b>
<b>Deputy Commanding Officer</b>	Capt J. Roberts	<b>DCO</b>
<b>Administration Officer</b>	CI S. Desjardins	<b>AdminO</b>
<b>Supply Officer</b>	Capt (Retd) K. Stephens	<b>SupO</b>
<b>Assistant Supply Officer</b>	CV K. Wonsch	<b>ASupO</b>
<b>Training Officer</b>	Lt M. St-Jean	<b>TrgO</b>
<b>Level One Officer</b>	CV C. Bryan	<b>Lvl1O</b>
<b>Level Two Officer</b>	Capt D. Beck	<b>Lvl2O</b>
<b>Level Three Officer</b>	Ocdt N. Topliffe	<b>Lvl3O</b>
<b>Level Four Officer</b>	2Lt K. Hadwen	<b>Lvl4O</b>
<b>Level Five Officer</b>	Capt J. Roberts	<b>Lvl5O</b>
<b>Band Officer</b>	Capt D. Beck	<b>BandO</b>
<b>Range Safety Officers</b>	Lt M. St-Jean	<b>RSO</b>
	CI M. Beasley	<b>RSO</b>

**2. Staff Cadet Appointments**

**Squadron Warrant Officers:**

<b>Esprit de Corps:</b>	TBD
<b>Standards:</b>	TBD
<b>Training:</b>	TBD

**Squadron Parade Positions:**

<b>Parade Commander:</b>	WO1 V. Bradford
<b>Deputy Parade Commander:</b>	TBD
<b>Warrant:</b>	TBD
<b>Adjutant:</b>	TBD

<b>A Flt Cmd</b>	TBD	<b>B Flt Cmd</b>	TBD	<b>Band DM</b>	TBD
<b>A Flt 2IC</b>	TBD	<b>B Flt Cmd</b>	TBD	<b>FP Cmd</b>	TBD
<b>C Flt Cmd</b>	TBD	<b>D Flt Cmd</b>	TBD	<b>H Flt Cmd</b>	TBD
<b>C Flt Cmd</b>	TBD	<b>D Flt Cmd</b>	TBD	<b>H Flt Cmd</b>	TBD

**PART III – ADMINISTRATION**

**1. Squadron Establishment**

a) Squadron Strength as of 30 August:

- 6 Officers
- 3 Civilian Instructors
- 4 Civilian Volunteers
- 128 Cadets

## **2. Administrative Transactions**

- a) The following personnel have been **Taken On Strength (TOS)**:
- b) The following personnel have been **Struck Off Strength (SOS)**:
- c) The following personnel are Non-Effective Strength (NES), all have missed more than 30 days, and SOS procedures have been initiated:
- d) The following personnel are on a **Leave of Absence (LOA)** for the dates (or date range) indicated:
- e) The following personnel are **appointed** to the position indicated effective the date indicated:  
See Staff Cadet Appointments section above.
- f) The following personnel are **promoted** to the rank indicated effective:

### **PART IV – GENERAL INFORMATION AND NOTICES**

On behalf of the cadets and staff of 364, I would like to extend a warm welcome to all the members of 364.

Remember to keep up with the weekly flight plan; there are a lot of activities, teams and training.



J.R. Souchuk, CD  
Major  
Commanding Officer