

June 2012



**IN THIS ISSUE**

**REGISTRATION & SCREENING**

~~~~~

**SQUADRON SURVEY DRAW**

~~~~~

**OPC LOTTERY UPDATE**

~~~~~

**HONDA CANADA**

~~~~~

**HONOURS & AWARDS**

~~~~~

**AIR CADET ADVISORY BOARD**

~~~~~

**INSURANCE CERTIFICATES**

~~~~~

**ACC9**

**NEWS FOR TREASURERS**

~~~~~

**IMPORTANT NEWS FROM**

**RCSU**

~~~~~

**NATIONAL AGM**

~~~~~

**CSTC GRAD DATES**

~~~~~

**OFFICE "WHO'S WHO"**



# DESPATCHES

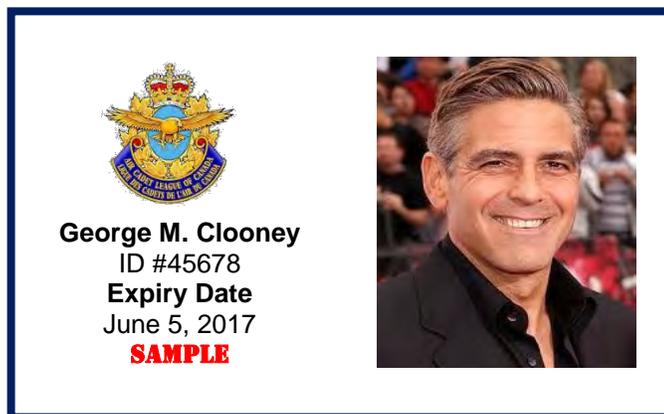
From 4900

## Air Cadet League of Canada Ontario Provincial Committee

### **NEW Photo ID coming!**

OPC is moving to Photo ID for all Volunteers plus we will introduce *NEW* Registration & Screening forms. The Board of Governors recently adopted a new policy to enhance the Leagues registration and assist in meeting the new standards for volunteer agencies.

Beginning this September (2012), all *new* OPC volunteers who are registering, or existing members who are *renewing*, will be receiving a photo ID card issued from the League in place of the current card. This will require that the volunteer provide OPC with a proper, current Passport photograph, or equivalent with the same specifications. They will submit the photo directly or provide a high resolution JPEG copy to the office by email. After clearance and approval of their registration, OPC will issue the new card through the SSC Chair for distribution to the new member.



In the coming month, OPC will issue a guide to the new Photo ID which will outline the process and requirements. Current OPC members will be involved in *Phase 2* of this process which will be implemented during the 2012-13 fiscal year. Through the year, all current members will be required to provide a photo and their new Photo ID card will be issued to replace the existing one.

Finally, a new *Volunteer Application* will be implemented and made available to all SSC's for all new members applying. The new forms will include some new screening questions required to ensure compliance with regulations, as well as some streamlining of the form and categories. This new application will also be in PDF fillable version should SSC's wish to complete them via computer and then print off to send to OPC office.

# DESPATCHES

From 4900

June 2012

## Squadron Survey

Many thanks to the SSC's who took the time to complete our survey. We value your feedback and are using the information gathered to grow and improve our support to the squadrons.

And the winner of a **\$150.00 gift certificate** to spend at the Kit Shop is...

**104 Starfighter Squadron Sponsoring Committee**

**Congratulations!**

## 2013 Lottery Tickets – Early Delivery Dates

As of the release day of this Despatches, the OPC lottery for 2013 has been approved, we have our licence and the tickets are being printed.

**NOTE:** if you wish an 'early' delivery (e.g. as soon as the tickets arrive and are packaged for you) but haven't informed the office yet, please send an immediate email to **David Brown** to book your early delivery. [david.brown@aircadetleague.on.ca](mailto:david.brown@aircadetleague.on.ca)

Once again, we are pleased to be involved with Honda for our prize vehicles...yes, this year the TOP 2 prizes are a choice of Honda vehicles. **MOST IMPORTANT:** if you would like to borrow a Honda vehicle to support your sales at a mall or similar, engage a local Honda dealer in helping to sell tickets, or even work with a dealer in a Cadet fundraising initiative, you **MUST** contact Scott Lawson, Executive Director at [scott.lawson@aircadetleague.on.ca](mailto:scott.lawson@aircadetleague.on.ca) in advance so that it can be formally arranged through our Honda partners. We ask that you follow this protocol to ensure a successful event with your Honda dealer as they may not be fully aware of the OPC relationship until notified directly by our Honda rep's.

# DESPATCHES

From 4900

June 2012

## Annual Honours & Awards Nominations

**THE HONOURS & AWARDS COMMITTEE** is seeking nominations for Awards that recognize the accomplishments, proficiency and dedicated service of our Members, Cadets, Officers and Squadrons. We need you to tell us who those people and organizations are!

Some of the Awards – notably those for Squadron Proficiency and Sponsoring Committees – are determined in consultation with the four RCSU(C) Detachments and the Squadron Operations Council, respectively. For most Individual Awards, however, any two members of the Air Cadet League community can submit the name of a deserving individual.

**The deadline for nominations is Friday, 29 June 2012.** Full details about awards and submissions is on the OPC website.

Questions about eligibility and the nomination process can be addressed to either:

**David D. Hayden, CD**  
Honours & Awards Chair  
[davidhayden@rogers.com](mailto:davidhayden@rogers.com)

**David S. Brown, CAE**  
Program Development Officer  
[david.brown@aircadetleague.on.ca](mailto:david.brown@aircadetleague.on.ca)  
1-800-513-0952 | 416-635-4411 opt.5

### Awards Open for Nomination

The Robert McMeekin Special Recognition Award  
Board of Governors Certificates of Recognition  
Certificates of Merit  
Regional Director(s) of the Year  
Squadron Director(s) of the Year  
Awards of Excellence for CIC Officers  
Awards of Excellence for Junior CIC Officers  
Awards of Excellence for CIC Officers at Gliding Centres  
OPC Cadet of the Year  
WO1 Robert Snider Memorial Award  
Alfred Wong Memorial Scholarship

### *“Bring Back the Bling”*

If your Squadron, SSC or one of the Squadron’s Cadets received a Provincial Trophy or Plaque at the 2011 Conference – please return it to the OPC Office as soon after Annual Review as possible. Questions can be addressed to:

David Brown-Program Development Officer  
[David.brown@aircadetleague.on.ca](mailto:David.brown@aircadetleague.on.ca)

# DESPATCHES

From 4900

June 2012



## Air Cadet Advisory Board

A call went out to all squadrons asking for interested cadets from across the province to apply for the youth Air Cadet Advisory Board. We are pleased to announce that we have representation from all 4 areas of the province...NOA, COA, EOA, and WOA!!

Some areas of focus for the ACAB will be:

- Helping to develop a strategic plan to address challenges and opportunities in the areas of *recruitment and retention, programming, extra-curricular activities and honours/awards*
- Facilitating monthly *Peer Outreach* initiatives throughout the province via email
- Presenting ACAB initiatives and progress at the OPC Annual General Meeting and the Semi-Annual General Meeting

This dynamic group of cadets will be participating in their first retreat June 15- 17, 2012 at the Sheraton Gateway Hotel at Toronto-Pearson International Airport.

For more information on the exciting new initiative please contact Janet Herbert-*Program Development Officer*.

## Liability Insurance Certificates

There are two types of Liability Insurance Certificates available to satisfy the various requirements in your local communities:

- The first one is the *generic* Liability Insurance Certificate. This is typically required for activities such as tagging, lottery ticket sales, and facility rentals. You simply request a copy of this through your Program Development Officers at the OPC office.
- The second one lists the *Additionally Insured* parties. This is typically required for activities in larger malls and community facilities. The request form for this certificate is found on our website. Simply complete the form and forward it to the **National Office**, *not* the OPC, at [leaguehq@aircadetleague.com](mailto:leaguehq@aircadetleague.com) .

# DESPATCHES

From 4900

June 2012

---

## **Important NEWS for Treasurers!!**

OPC is about to release a new, upgraded version of the **ACC9** in time for next fiscal year! The new ACC9 has been enhanced significantly to include helpful options and tools to assist every SSC in managing your finances. Developments such as budget setting linked to YTD reports, reconciliations for CRA reports, pop-up calendars and more user friendly sections and printing capability are some of the newer features.

To assist Treasurers, and others who wish to see the new ACC9, OPC will be conducting webinar training sessions starting in the summer and carrying through initial start of the fiscal year. The new version will be sent to all Treasurers and/or made available on the website when final review and tweaking have occurred during the early summer. Notice of the webinar sessions will be sent to all SSC Chairs and Treasurers and will offer various sessions to accommodate different schedules and availability of SSC participants. At the start of the training year, we will also hold webinars for any new Treasurers who have joined SSC's. Nicky Grantham, Scott Lawson and OPC Treasurer Edwina Thompson will be overseeing the training and delivery of webinars.

## **Important News from RCSU!!**

### **General Salute Protocol on Parades**

LCol MacMillan has advised that CATO 12-01 Protocol on Parades version 2005 is correct, the only individual who will receive the General Salute is the Reviewing Officer (RO) unless there is a Flag Officer (a senior ranking commissioned officer of the military) present. Former protocols of having League representatives receive a General Salute no longer apply.

Excerpt from CATO 12-01 indicates that during the review, the Reviewing Officer shall stand on the dais. The Commanding Officer of the cadet squadron may stand on the right of the dais and slightly behind the Reviewing Officer and the Sponsoring Committee Chairperson/League Representative to the left and slightly behind the Reviewing Officer.

### **DND Supported Activities**

COs should be providing the training schedule for the next training year to the SSC Treasurer and/or Chair in preparation for the budget for the upcoming training year.

# DESPATCHES

From 4900

June 2012

The following is the suggested support for the combination of training days and weekends for mandatory and complementary activities as indicated in CATO 51-01

All levels of cadets are to participate in these activities in order to be considered eligible for support (i.e., NCO weekend will not qualify as Levels 1 and 2 are not participating).

## **Mandatory Activity Days/Weekend for a total of 6 Days of Support:**

**Two 1-day activities** encompassing a combination of Mandatory Activities to be held at the squadron's facilities or within their community. As an exception and with pre-approval from DND, a squadron could select an activity or combination of activities that requires transportation to another location within the community, and/or the rental of a facility (i.e., gym, hall, etc.). One meal for each day is supported.

**One 1-day for Familiarization Flight**. This activity has to be approved by the Cadet Air Operations staff and conducted at a Gliding Centres and/or by an authorized suppliers and/or by authorized volunteers. Transportation is supported and one meal is supported if it is a full day of gliding.

**One 1-day Inter-Squadron Competition** is intended to be held within the squadron's community. Occasionally a squadron could select a location that requires transportation to another location within the community and/or the rental of a facility (i.e., gym, hall, etc.) may be required. One meal is supported.

**One Weekend (2 days) Field Training Exercise (FTX)**: DND will support transportation, safety/support vehicles, accommodations (rental of cabins), 5 meals (including Individual Meal Packs, aka IMPs for 3 meals), training facility (i.e., park entry fee); and Training and Learning Aids (i.e., firewood for campfire) related to the Proficiency Levels Qualification Standard and Plan.

## **Complimentary Activities Days or Weekend for a total of 4 Days of Support:**

**Two 1-day Activities** which has a combination of Complementary Activities which is intended to be held within the squadron's community. Occasionally a squadron could select a location that requires transportation to another location within the community and/or the rental of a facility (i.e., gym, hall, etc.) may be required. One meal may is permitted.

# DESPATCHES

From 4900

June 2012

---

## **One 2 single day Activities or One Weekend (2 Days - FTX):**

- a) As a one 2-single day Activities is intended to be held within the squadron's community. Occasionally a squadron could select a location that requires
- b) transportation to another location within the community and/or the rental of a facility (i.e., gym, hall, etc.) may be required. One meal for each day is supported. A safety/support vehicle and Training and Learning Aids related to the Proficiency Levels Qualification Standard and Plan may be supported when pre-approved by DND.
- c) As a one Weekend Activity DND will support transportation, safety/support vehicles, accommodations (rental of cabins), 5 meals (including Individual Meal Packs (aka IMPs) for 3 meals), training facility (i.e., park entry fee); and Training and Learning Aids related to the Proficiency Levels Qualification Standard and Plan.

## **National AGM**

The National AGM is scheduled for June 21 to 23, 2012 and the OPC has the honour of hosting this year! In addition to the workshops, many displays, demonstrations and social events have been planned to introduce our provincial committee counterparts to this area of our beautiful province.

A reminder to SSC's: if you have not already submitted photo's of your Cadets and Squadron activities, which we will be using to highlight the great work during the conference, please send immediately to Craig Hawkins at [hawkinsfamily@rogers.com](mailto:hawkinsfamily@rogers.com) .

Of special note, the National Effective Speaking Competition will be taking place on Thursday, June 21<sup>st</sup> at 1830 hours in the Halton Hall at the Burlington Holiday Inn.

Congratulations to Corporal Justine Tupe of 756 Wild Goose Squadron who will be representing Ontario this year...GO ONTARIO!

# DESPATCHES

From 4900

June 2012

## CSTC 2012 Grad Schedule

| Location                    | Date    | Time    |  | Location                     | Date   | Time    |
|-----------------------------|---------|---------|--|------------------------------|--------|---------|
| Blackdown                   | 20 July | 1000hrs |  | Blackdown<br>Sunset Ceremony | 10 Aug | 1800hrs |
| Aeronca-London              | 26 July | 1300hrs |  | Canadore College<br>AO/AM    | 17 Aug | 1000hrs |
| TACSTC                      | 27 July | 0900hrs |  | Blackdown<br>final           | 17 Aug | 1800hrs |
| Blackdown<br>League Day     | 28 July | 0900hrs |  | TACSTC<br>final              | 17 Aug | 1830hrs |
| Blackdown                   | 03 Aug  | 1000hrs |  | CRGS-Power<br>Hamilton       | 17 Aug | 1330hrs |
| TACSTC                      | 03 Aug  | 0900hrs |  | Connaught                    | 17 Aug | 1830hrs |
| CRGS-Glider<br>Mountainview | 10 Aug  | 1330hrs |  |                              |        |         |

OPC will be coordinating representatives to attend each event. If you are an OPC Director and wish to volunteer for of these dates, please contact *Janet Herbert*.

### “Who’s Who”@ the OPC Office

**Scott Lawson**-Executive Director

[Scott.lawson@aircadetleague.on.ca](mailto:Scott.lawson@aircadetleague.on.ca)

1-800-513-0952 | 416-635-4411 opt.3

**Venece Samuels**-Executive Assistant

[Venece.samuels@aircadetleague.on.ca](mailto:Venece.samuels@aircadetleague.on.ca)

1-800-513-2952 | 416-635-4411 ext.6167

**Nicky Grantham**-Finance Officer

[Nicky.grantham@aircadetleague.on.ca](mailto:Nicky.grantham@aircadetleague.on.ca)

1-800-513-0952 | 416-635-4411 opt.8

**David Brown**-Program Development Officer

NOA/WOA

-Honours & Awards

-OPC Lottery

-Service Medals

[David.brown@aircadetleague.on.ca](mailto:David.brown@aircadetleague.on.ca)

1-800-513-0952 | 416-635-4411 opt.5

**Anne Kozich**-Program Development Officer

COA

-National Courses

-AGM

-SAGM

[Anne.kozich@aircadetleague.on.ca](mailto:Anne.kozich@aircadetleague.on.ca)

1-800-513-0952 | 416-635-4411 opt.4

**Janet Herbert**-Program Development Officer

EOA

-OPC Training

-Air Cadet Advisory Board

-Effective Speaking

[Janet.herbert@aircadetleague.on.ca](mailto:Janet.herbert@aircadetleague.on.ca)

1-800-513-0952 | 416-635-4411 opt.7