

CANADIAN FORCES OPERATIONS ORDER

CF Familiarization Night

1. SITUATION

a. General Situation:

RCACC 640 The Cameron Highlanders of Ottawa Cadet Corps (RCACC 640) will be conducting a Canadian Forces Familiarization Night at Cartier Square Drill Hall, Ottawa, Ontario. The event is designed to provide cadets with exposure to Canadian Forces operations, history, and personnel.

b. Purpose:

The purpose of the operation is to familiarize RCACC 640 cadets with the facilities, equipment, and history associated with the Canadian Forces and the Cameron Highlanders of Ottawa, as well as to enhance their understanding of the military environment.

c. Execution:

Cadets will visit Cartier Square Drill Hall on Tuesday, December 16, 2025, from 1845hrs to 2100hrs. The activities for the evening will include:

- A guided tour of the Armouries (Mess) area.
- Supervised use of the Sat Range (No human targets).
- A tour of the Regimental Museum.
- A weapons presentation by soldiers from the affiliated reserve unit of The Cameron Highlanders of Ottawa.

2. MISSION

RCACC 640 will conduct a Canadian Forces Familiarization Night at Cartier Square Drill Hall, Ottawa, on Tuesday, December 16, 2025, from 1845hrs to 2100hrs. Cadets will participate in tours of the Armouries (Mess) area, the Regimental Museum, and will also engage in a weapons presentation and use of the Sat Range, all under the supervision of designated Canadian Forces personnel.

3. EXECUTION

Concept of Operations:

The Familiarization Night will take place as follows:

1. 1845hrs – 1900hrs:

Arrival and attendance taken. Cadets will gather at Cartier Square Drill Hall, where they will be briefed on the evening's schedule. Cadets will be broken up into three (3) separate groups and conduct a "round robin" style movement between the various stations.

2. 1910hrs – 2050hrs:

- i. **Armouries (Mess) Area Tour** – A guided tour will be conducted by Captain Rob Newcombe. This will include an overview of the facilities and a historical context of the Armouries building.
- ii. **Sat Range Use** – Cadets will have the opportunity to use the Sat Range under the supervision of an NCM (No human targets). This portion will focus on familiarization with the equipment and basic operations.
- iii. **Regimental Museum Tour** – Col (Ret'd) Dan MacKay will provide a guided tour of the Regimental Museum, giving cadets insight into the history and heritage of the Cameron Highlanders.
- iv. **Weapons Presentation** – Soldiers from the affiliated reserve unit of The Cameron Highlanders of Ottawa will present various weapons and equipment used by the unit. This session will provide cadets with an understanding of the different tools of the trade used in the field.

b. Coordinating Instructions:

1. Dress:

Cadets are to wear FTUs, including appropriate outerwear for the weather conditions.

2. **Transportation:**
Transportation to and from the Cartier Square Drill Hall is the responsibility of the individual cadets and their parents/guardians.
3. **Safety:**
All safety protocols will be observed during the Sat Range activity. Cadets are to follow all instructions provided by the supervising NCM during this activity.
4. **Refreshments:**
No formal refreshments will be provided during this event. Cadets should ensure they have sufficient water or snacks if needed.

4. SERVICE SUPPORT

a. Medical Support:

- First aid will be available at Cartier Square Drill Hall. The on-site medical officer will be contacted in case of emergency

b. Administration and Logistics:

- Sign-in and accountability will be managed by the cadet staff upon arrival.
- No formal uniforms or kit inspection is required outside of the standard uniform requirements.

5. COMMAND AND SIGNAL

a. Command:

- The overall responsibility for the operation will lie with the Training Officer, Capt. R. Fantham of RCACC 640, who will be present at the event.
- Captain Rob Newcombe will be in charge of the Armouries tour.
- The supervising NCM will manage the Sat Range activity.
- Col (Ret'd) Dan MacKay will lead the Regimental Museum tour.
- Soldiers from The Cameron Highlanders of Ottawa Reserve Unit will present the weapons demonstration.

b. Signals:

- The event will proceed with normal verbal communications. Cadets and instructors will use standard military call signs and ranks where applicable.

6. ADMINISTRATION AND LOGISTICS

a. Supplies:

- Cadets will be issued with any necessary materials for the range (such as targets, range instructions, and safety gear) upon arrival.
- The CO and other event staff will provide additional logistical support as needed.

SIGNED:

Lt RA Lewis, Assistant Training Officer

RCACC 640 The Cameron Highlanders of Ottawa Cadet Corps