



RCSCC Invincible

PHASE I Handbook

LAST NAME & FIRST INITIAL:

DIVISION:

DPO Name and Number:

Corps Contact Number:

Corps Contact Email:

Corps Web Page:

<http://www.cadets.ca/lhq/354sea/>

Corps Motto:

Corps Motto (English) Meaning:

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Fill in the Blanks for all of these people

Commanding Officer _____

Executive Officer _____

Training Officer _____

Administration Officer _____

Supply Officer _____

Assistant Trg Officer _____

Instructor (CV) _____

Instructor (CV) _____

Instructor (CV) _____

(Name the Divisions) & Divisional Officer

(_____) Band Officer _____

(_____) Guard Officer _____

(_____) Div. Officer _____

(_____) Div. Officer _____

(Name the Divisions) & Divisional Petty Officer

(_____) Band DPO _____

(_____) Guard DPO _____

(_____) Div. Officer _____

(_____) Div. Officer _____

Senior Cadets

Coxswain _____

Boatswains Mate _____

Drum Major _____

Other _____

Other _____

1

Serve Within a Sea Cadet Corps

By now you've started to become familiar with the regular routine at your corps. You have probably figured out that Sea Cadets are organized much like ships are organized in the Navy. The officers and Cadets in your corps are referred to as a "ship's company". Everything that you do within your corps is the same as to being on a ship. The uniform that you wear, the words that you use, and the ranks of the cadets and officers are all similar to those used in the Navy.

In addition to offering you an exciting program, we are committed to providing a quality program. We have a vision that we believe makes Sea Cadets the greatest youth group around.

Vision of the Canadian Cadet Movement

We commit to develop in each and every Sea, Army and Air Cadet qualities of leadership and an aspiration to become a valued member of their community. We reinforce values necessary to prepare youth to meet the challenges of tomorrow and embrace the multicultural dimensions of Canada. To this end, we offer dynamic training in a supportive and efficient environment where change is a positive and essential element. We further commit to attain this vision by living shared Canadian values with particular attention to:

Loyalty - The expression of our collective dedication to the ideals of the Cadet Movement and to all its members.

Professionalism - The accomplishment of all tasks with pride and diligence.

Mutual Respect - The treatment of others with dignity and equality.

Integrity - The courage and commitment to exemplify trust, sincerity and honesty.

All of your training is based upon active participation and stimulating activities in a naval environment. As you get to know your corps, you will soon discover that the activities you do meet the following [aims of the Sea Cadet program](#):

- Develop in youth the attributes of good citizenship and leadership.
- Promote physical fitness.
- Stimulate the interest of youth in the sea activities of the Canadian Forces.

Your regular training night is the one night a week that you meet to conduct your mandatory training. During your training

night you will be taught a variety of different subjects. The lessons are all part of a training program in which every Sea Cadet in Canada is participates in. There are many different Sea Cadet Corps all across the country. Some are very big, and some are very small, some are French speaking, and some are English speaking, some are in small towns, and some are in large cities, but all corps' are similar in the training that they do.

The normal routine on your regular training night will probably include the following:

- Colours and Divisions - all cadets on the deck to raise the Canadian Flag, be inspected and parade, signifying the start of your training night. This is similar to the start of a working day on a naval ship.
- Classes - three 30 minute classes covering a variety of different subjects.
- Evening Quarters - all cadets on deck to lower the Canadian Flag, signifying the end of the training night. This is similar to the end of a working day on a naval ship.

The Sea Cadet Oath

After you get your uniform, your Commanding Officer may ask you to recite the Sea Cadet Oath as follows: "I hereby affirm my loyalty to Her Majesty the Queen, her heirs and successors. " Usually all new cadets are called up to the front of the parade square - all together – in a ceremony often called "swearing in" (repeating the oath). You will probably get your cap tally and corps crest at this time. Ask your DPO to help you tie on your cap tally. You will need to sew on your corps crest at home.

Weekend Adventures

In addition to your regular training night, there will be a number of weekend activities planned for you. They will include many different opportunities to travel and learn various Sea Cadet skills. A Sail Weekend might be the first, or an Onboard Weekend during which you can practice your new skills or learn how to safely fire an air rifle. There are many exciting weekend adventures with which your corps will challenge you. There will be other weekend 'exercises' throughout the year.

Routine and Standing Orders

Because the Sea Cadet program is national, there are rules and regulations that govern all the activities you do. This ensures that all cadets receive the very best training possible. The officers that run your corps are very familiar with these policies. They ensure that the program is interesting, fun, and safe.

There is so much to learn that you are probably wondering how you can keep track of all that you need to know. This is accomplished by publishing orders to help keep you informed at the corps level. These orders are called Standing Orders.

Standing Orders contain policies which guide the corps. Your Commanding Officer will issue Standing Orders and have them available for everyone to read. They contain information about the instructions and regulations you need to know about. Standing Orders **do not change very often**. Do you know where your corps Standing Orders are? These are the types of things that you will find in Standing Orders:

- Job Descriptions
- Chain of Command
- Cadet Protocol
- Out of Bounds Areas
- Corps Procedures
- Conduct and Discipline
- Dress Regulations
- Fire Orders
- Range Safety Orders

Routine Orders are usually published on a monthly basis as the information they contain **changes all the time**. They are prepared and signed by the Executive Officer, on behalf of the CO, and include the following:

- Upcoming Activities and what to wear for them
- Personnel required for duty
- Information that you need to know about
- Items of general interest

Make sure you find your corps Routine Orders and read them on a regular basis. They will help keep you informed about what's happening at your corps.

The Sea Cadet Uniform

Did you ever notice how many different groups of people wear uniforms? Think about sports teams, the medical profession, clergy, factory workers, or even your favourite restaurant. What they wear makes them easily identifiable as part of that team. Even if they don't wear uniforms they probably have something that connects them to that organization, such as lapel pins, cap buttons, or identification cards.



As a Sea Cadet, you are given a uniform, on loan, to wear as long as you belong to the organization.

Familiarize yourself with the instructions on how to wear it. Your uniform can only be worn when attending authorized parades or activities, so don't give it to your little brother to wear for Halloween! It is important to mark your name in all the pieces and exchange damaged or poorly fitting parts.

How you wear your uniform is a direct reflection of how you feel about being a Sea Cadet. Look at the senior cadets in your corps and notice how well they polish their boots, iron their uniforms, and wear their hair. Take good care of your uniform, be responsible for it, and wear it with pride.

When you are first issued your uniform you'll probably be overwhelmed with all the parts and pieces. How do you polish your boots, sew on your badges, and iron your gunshirt? With a little practice, you'll be looking good in no time at all. Let's go through all the parts from head to toe and how to take care of them.

Dress Instructions

Seaman's Cap or White Top



- Worn so that the rim is one finger above your eyebrow.
- The front cap seam is centered directly over your nose.
- Your chinstay is to be sewn inside your cap at the length that permits the stay to fit under your chin. You do not wear your chinstay unless you are told to.
- Hand wash your cap regularly in cold water and detergent, using an old toothbrush to scrub the dirt off.
- Cap tallies with "Royal Canadian Sea Cadets" should be centered so that the front cap seam is between the "I" and "A" of the word "Canadian".
- Tie your cap tally with a neat bow, not more than 7.5 cm and not less than 5 cm across. The ends are of equal length.
- Center your bow over the left ear vents.
- Cap tallies with corps names shall be worn the same way, except centered accordingly.

Gunshirt



- May be worn during the summer with or without the tunic, but your tunic must be worn when proceeding to and from the corps, SCSTC or any official cadet activity.
- Sleeves are pressed with a crease along the upper edge of each sleeve.
- Iron a vertical crease down the front of your gunshirt.
- Use starch for extra crispness.

Tunic



- Sleeves shall be roll-pressed with no creases.
- When your tunic is worn, it shall be fully buttoned, except for the first button down from the top.
- Ensure all your pocket buttons are done up.
- Do not fill your pockets with items so that they bulge out.
- Be sure your belt is even, with no twists.
- Use a pressing cloth (thin towel, or pillow case) when ironing, to prevent shininess.

Lanyard



- Worn under the collar of your tunic.
- The knot is at the level of your first fastened button.
- Tuck the end of your lanyard into the inner corner of left breast pocket with the slack or bight hanging 8 cm below the level of the top of pocket.

Trousers



- Male trousers are worn with a black belt.
- Pressed so as to have creases down the center of each leg.
- Spray water on the pants with water bottle when ironing to make sharp creases, and don't forget to use a pressing cloth to prevent shininess. A pressing cloth can be a pillowcase laid overtop of your pants while you iron.

Parkas

- 3-in-1 design.
- Black, drawstring waist with fleece lining.
- Can be worn on mandatory support weekends.
- Your rank is attached to your shoulders on slip-ons.

Gloves



Toque

- Worn with your topcoat or parka when the weather is cold.
- Worn so that the rim of the toque is one finger above the eye-brow.
- Wool or acrylic.
- The insignia is centered directly over your nose.
- Worn only with the topcoat or parka.

Socks

- Grey wool socks.
- If you are allergic to wool, white sports socks can be worn under your grey wool socks, or a suitable replacement used.

Boots

- Laced horizontally from side to side.
- There are time-honoured methods to bringing your boots up to the shiny standard you see on other boots. It takes time and patience, but hard work will bring great results. Try the following:

Ankle Boots



Laced Straight Across Method

- Remove dust and dirt from boot with a soft damp cloth.
- Use an old toothbrush to remove dirt from catwalks.
- Use a toothbrush, with polish, to blacken the catwalks.



Catwalks

- Apply a moderate amount of polish to the area of the boot you will polish first.
- Use a polishing cloth or other soft cloth wrapped around your index finger – tight, no wrinkles - and dampened with cool water or 'spit'.
- You should work on one section at a time. Apply the polish in a circular motion. Start with larger circles to cover the area with polish. Use smaller circles as the polish works into the boot. Continue with the circular motion until you can no longer see the circles formed by the polish. Breathing directly on the boots helps, so you see a fog, then continue making circles.
- You will have to apply many coats of polish in this way until the boots have a high gloss.
- Be patient, good boots take time.



Webbing

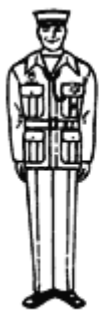


- Worn by guards, gun crews, band members, quartermasters and members of gangway staff while on duty, Chief Petty Officers, duty yeomen, duty buglers, members of side parties, and drill teams.
- Webbing consists of white web or plastic belt and white web gaiters which go around your ankles.
- White belts shall not be worn without gaiters.
- Gaiters shall be worn with the scalloped edges down, buckles to the outside, tab ends to the back and tucked into retaining loops.



Categories of Dress

Ceremonial Orders of Dress

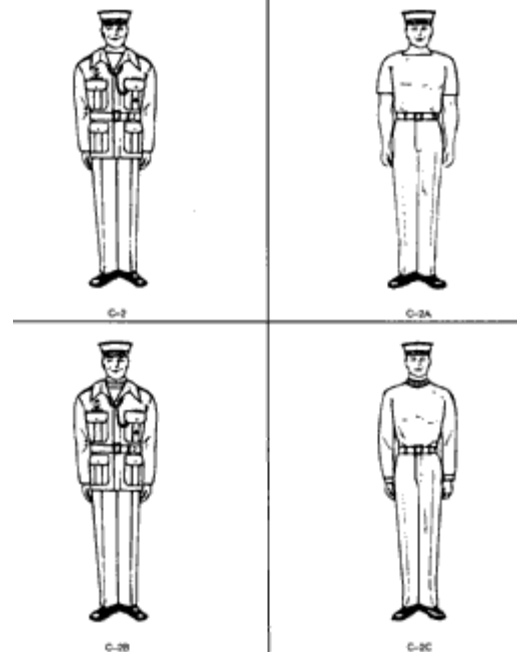


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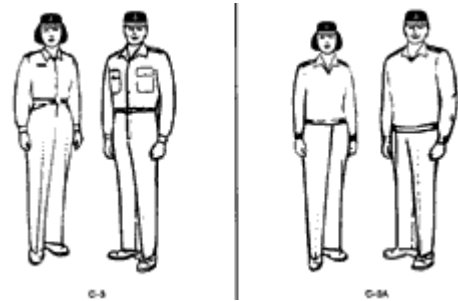


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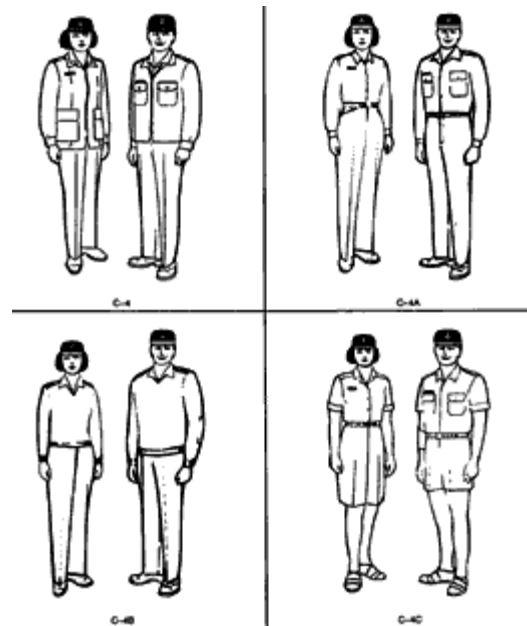
Service Orders of Dress



Routine Training Orders of Dress



Sea Training Orders of Dress



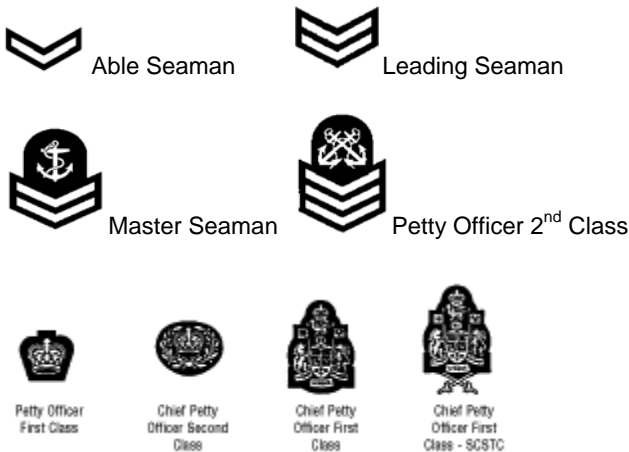
Rank Badges

When you first join the corps you will be known as a New Entry (NE). After you receive your basic training and uniform, you will be known as an Ordinary Seaman (OS). Neither of these ranks have badges, but after about 5 months you will be eligible for your first rank badge of Able Seaman (AS). Then after another 5 months, you will be eligible to become a Leading Seaman (LS). From here, you will progress through the cadet ranks, usually one each year, as follows:

- Master Seaman
- Petty Officer Second Class
- Petty Officer First Class
- Chief Petty Officer Second Class
- Chief Petty Officer First Class

Badges

- Will be sewn on the cadet tunic neatly, using a thread which blends in with the badge material (usually black).
- Rank badges - Able Seaman to Petty Officer Second Class - are worn on the upper left sleeve, centered midway between the shoulder seam and the point of the elbow.

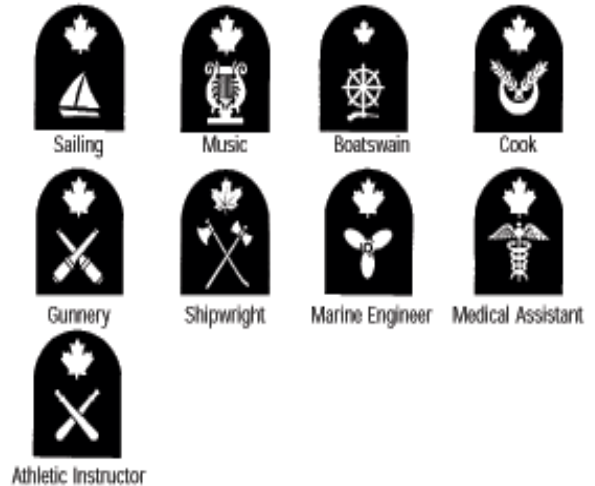


The higher rank badges (Rated Petty Officer First Class to Chief Petty Officer First Class) are worn on the lower left sleeve, centered midway between the bottom of the cuff and the point of elbow.

Do you know what the latin saying "A Mari Usque Ad Mare" found on the Chief Petty Officer First Class rank badge means? It translates to "From Sea to Sea".

Qualification and appointment badges are worn on the upper right sleeve centered midway between the shoulder seam and the point of the elbow. Qualification Badges are awarded upon successful completion of summer training courses and Appointment Badges are awarded at the corps to indicate which job you have.

Qualification Badges



Appointment Badges



Proficiency Badges

Proficiency badges are worn on the lower right sleeve, directly above the upper seam of the cuff. They are awarded for attaining levels outside of summer training. With the exception of the first aid badge, only one proficiency badge may be worn. If the first aid badge is worn it shall be placed in the superior position 6 mm above the proficiency badge. You cannot wear a proficiency badge and qualification badge for the same thing together. A pip badge is worn below the proficiency badge to indicate the level you have attained.





Scuba Diving



Marksman



Seamanship



Standard First Aid

- Duke of Edinburgh Award Badges shall be worn centered on the left breast pocket of the jacket.



Bronze



Silver



Gold

- Staff cadet badge shall be worn on the upper right sleeve, 6 mm below the qualification badge, both badges being centered midway between the shoulder seam and the point of the elbow.

Staff Cadet Badge



Staff Cadet

- Service year badges are worn on the lower left sleeve, directly above the upper seam of the cuff. They represent the number of years completed in Cadets. They are also used to indicate qualification levels obtained when worn with Trade Group badges and Proficiency badges.



First Year

Second Year

Third Year

Fourth Year



Fifth Year

Sixth Year

Seventh Year

- Corps crest badges are worn centered above the right breast pocket of the jacket, 6mm above it. If you are wearing a name tag, the name tag fits in the space between the tops of the pocket and the corps crest.



- The Royal Canadian Sea Cadet Badge is worn on each shoulder of the tunic with the upper edge of the badge as close as possible to the shoulder seam.
- Corps Title Badge is worn immediately below and in contact with the Royal Canadian Sea Cadet Badge.

Royal Canadian Sea Cadet / Corps Title Badges



- Medals are worn centered above the Right breast pocket of the tunic, touching the top of the pocket.

In addition to all these instructions, there are also rules regarding jewellery (yes, you can wear some!), and hair (yes, you can have some!). All cadets are allowed to wear a wristwatch, a Medical Alert bracelet, and a maximum of two rings. Necklaces will not be worn in uniform. Female cadets can also wear a single pair of plain gold or silver stud earrings, centered in each earlobe.

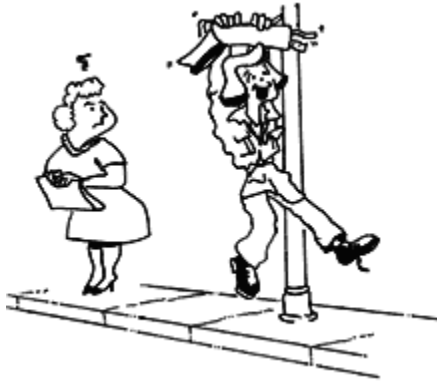
If you are a male cadet, your hair must meet this standard:

- Neatly groomed.
- Taper-trimmed at the back, sides, and above the ears.
- Not more than 15 cm in length (when you remove your headdress, it cannot fall below the top of your eyebrows).
- Not greater than 4 cm in bulk at the top of the head.
- Styled so that it doesn't present a bizarre or exaggerated appearance (including color).
- Kept free from the neck to a distance of 2.5 cm above your tunic collar.
- Sideburns, moustaches and beards can be worn, but must meet the Sea Cadet dress regulations.

If you are a female cadet, you must meet this standard:

- Hair must be neatly groomed and not extend below the bottom collar of your tunic.
- Exaggerated, bizarre, or unusual hair colors are not permitted.
- Make-up worn must be limited.

It probably seems like there are a lot of rules to follow when wearing your uniform, but it is important that everyone strives to achieve the set standard. When you are in uniform, and in the public eye, people notice how you behave. Conduct such as chewing gum, slouching, smoking on the street and walking hand in hand is forbidden. You should wear your uniform with pride and always be on your best behaviour. You are representing the Sea Cadet organization and that means giving the best impression that you possibly can.



Officer Ranks

You have probably noticed that your officers all wear gold braid on their uniforms, which indicates their rank. It is important for you to learn their rank structure to properly identify your officers. Each officer has a job to do and has received a rank, which is equivalent to the responsibilities of that job. As well, recognition of rank is important as a courtesy. Everyone likes to be addressed by his or her correct name and rank. When you address an officer, you call them by their rank and name, or ma'am or sir.

Corps Officers and Cadets

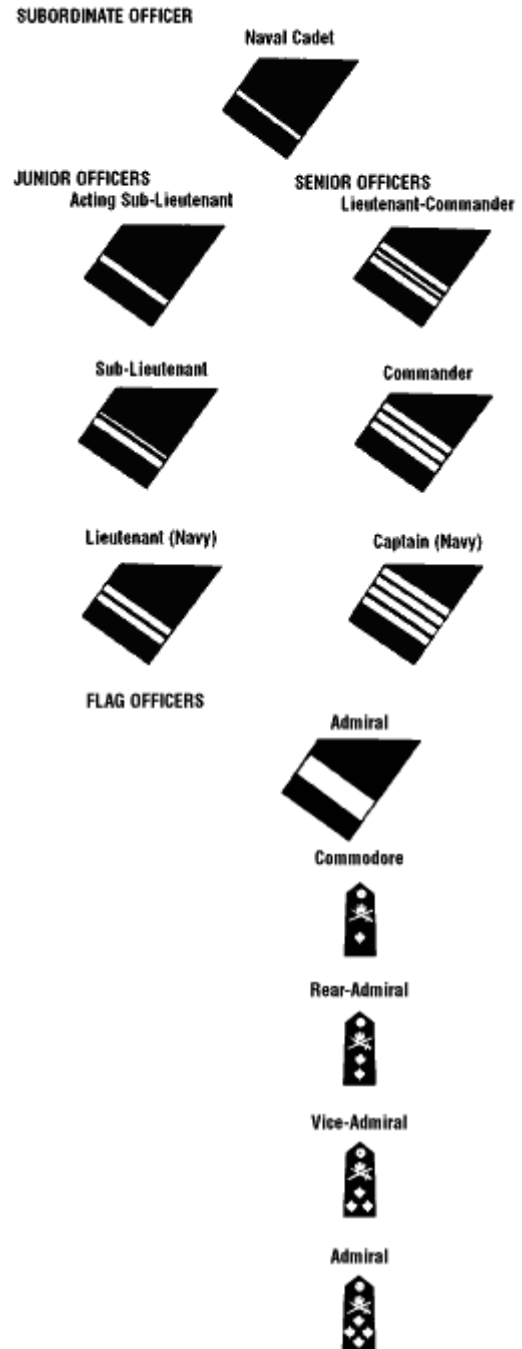
When you first start parading with Sea Cadets you are probably trying to figure out "who's who" in a big swarm of uniforms. Who are the officers? Who is the Coxswain? Who do I salute? Who is my Divisional Petty Officer? It might be confusing to you right now, but your corps is actually very organized in terms of rank structure and chain of command.

Ranks are awarded to cadets and officers based upon merit, time in, and completion of courses. They represent your relative place or position in the rank structure. When you first join the corps, you will be at the bottom, but with hard work, you can work your way up to the top.

The chain of command is used to pass information as easily as possible up and down the corps hierarchy. It can be compared to the rungs on a ladder that sit one atop another. Senior cadets stand on a higher rung than junior cadets do, but this doesn't mean that you are any less important. The chain of command is simply the best way of organizing people so that orders and information get passed down from one person to the next.

Your corps is run by a group of adults, known as officers. The officers are members of the military who are specifically trained to work with cadets in the following positions:

- Commanding Officer (CO) is the boss and is responsible for everything that happens at the corps. -
-- Lt(N) Juliusson
- Executive Officer (XO) is responsible for the day-to-day activities and reports to the CO.
-- Lt(N) Thompson
- Administration Officer (AdmO) handles all the paperwork and reports to the XO.
-- CV T. Juliusson
- Training Officer (TrgO) is responsible for all training and reports to the XO.
-- Lt(N) Thompson (Asst TrgO – CI Kerr)
- Supply Officer (SupO) issues all supplies (including uniforms) and reports to the XO.
-- 2LT Ledward



Saluting

So many ranks, so much to know! This brings us to the next question regarding ranks - who to salute? In the military, saluting is referred to as paying of compliments. We usually think of a compliment as a pleasing comment, but it means to salute when you are in uniform. The reason for saluting is, in one word, respect. A salute between military members is a sign of mutual trust and respect. It is a privilege granted to members of the service to use this form of greeting. For the same reason, the Cadet Organization follows this custom.

How to salute?

You will be taught how to properly salute at the corps. Salutes are given with the right hand, elbow bent, hand open, fingers together, and palm down. Bring your hand up to the corner of your right eye and keep your upper arm parallel to the ground. Watch yourself in a mirror until you get it right. Check out the Drill Chapter in this manual for further information, ask for help with your salute and practice, practice, practice!



When to salute?

Initially, it is hard to figure out when to salute, so you'll probably start off by saluting everyone, or no one at all. To help make it easier, try remembering these rules:

- Salute all commissioned officers (Acting Sub-Lieutenants and above). Salute when our National Anthem, or a foreign National Anthem, is played.
- Salute when the Canadian Flag (also known as the ensign) is raised or lowered.
- Salute when boarding or leaving any of HMC ships.
- Do not salute other cadets.

It is thought that saluting originated several hundred years ago when fighting men wore armor. In those days, when outside the safety of walled castles, people often had to defend themselves. Therefore, as the knight rode through the forest, he rode with his hand near his sword. When he met someone he recognized as a friend, he raised his empty hand to show he was not challenging the person. This action was a sign of trust and respect. Military saluting may have started in this way.

Did you know that salutes were once given with the palm turned so that you could see it? It was changed to hide the

Senior Cadet Appointments

Your first four years in the corps are spent learning various Sea Cadet skills. In your fifth year you will be given a job, or appointment, as a brand new Petty Officer First Class. Once you have passed the National Sea Cadet Petty Officer First Class examination, all of your hard work will pay off now as you assume new responsibilities. Perhaps you'll instruct some of the subjects you've learned, work in supply, be a Divisional Petty Officer, or help out in the ship's office. There are many opportunities available. If you look around your corps you'll see these different positions that your senior cadets fill:

- The Coxswain is the most senior cadet position available. He or she is responsible for all of the cadets in the corps.
- The Regulating Petty Officer works for the Coxswain and assists with disciplinary and administrative duties.
- The Ship's Writer is responsible for administrative matters which are handled by the Ship's Office.
- The Training Petty Officer helps out with the training program.
- The Chief Boatswain Mate is the Divisional Coordinator for the Seamanship Training Division.
- The Gunnery Instructor positions are filled by CPO's/PO's having completed the Gunnery Trade Group 3 course.
- The Instructors help teach at the corps level.
- The Stores Petty Officer helps out the Supply Officer in Supply.

Each corps is different and may have some of these positions, all of these positions, or even more. Take time to learn about the different positions your corps has to offer.

The Divisional System

You have probably learned by now that the group of cadets you fall-in with on parade nights is called a division. The Navy chose the name division because it signifies the division of the ship's company into manageable groups. It helps to ensure a fair and logical division of the workload, as well.

The cadet in charge of your division is known as the Divisional Petty Officer (DPO). Your DPO is the person that you talk to if you have any questions, concerns, or need information. If they can't help you, they will take your question to your Divisional Officer (DO). Your DO is the person in charge of your division and is there to take care of you. Do you know the names of your DPO and DO? What is the name of your Division?

It is important to know that your needs are taken care of. If your DO can't help you with a problem, that problem is taken to the XO, whom you have already learned is the second in command of your corps. If the XO cannot satisfactorily answer your concern, he or she will go the CO for assistance. If you ever feel you are being mistreated, or your question is of a serious private nature, you can tell your DPO you would like an appointment to speak to the CO. As the senior officer at your corps, your CO will always be there to help you. The process used for solving your problem is known as using the Divisional System.

As a cadet, you have the right to have your concerns brought to the highest authority, but all matters must start with your DPO. Hopefully your problem will be solved at the lowest level possible, but if not, it will be forwarded up through the chain of command until you are satisfied with the answer.

Did you know that the Divisional System became mandatory for the Navy in 1806? Inadequate pay, deplorable living conditions and food, and non-existent shore leave made for some very unhappy sailors. This system was developed to allow sailors to exercise their rights as individuals and is still in effect today.

Expectations of You

So, you are starting to understand what it means to be a Sea Cadet. You've learned how to wear your uniform, what the rank structures are, and how the corps is organized. You've learned what you can expect from the corps, now what do we expect from you! There are qualities and attitudes that all Sea Cadets should strive to attain. We ask that you set the following goals for yourself:

- Be loyal and obey orders.
- Possess pride.
- Attend parades as often as possible.
- Support the corps.
- Stay in school.

These are attributes that will benefit you not only in Sea Cadets, but also with everything that you do in life. The skills that you attain will help prepare you for all future challenges.

Who supports Sea Cadets?

There are so many amazing opportunities presented to you in Sea Cadets that you must be wondering "how are all of these activities supported?" The Department of National Defence (DND) or Canadian Forces (CF), and The Navy League of Canada (NLC) both sponsor the Sea Cadet organization. They have formed a partnership that allows your corps to run the best program they possible can.

DND sponsors the mandatory activities within the Sea Cadet program. They provide the following support:

- Supervision and administration of cadet corps
- Training syllabus for cadets
- Grants and training bonuses
- Supplies (including uniforms)
- Transportation
- Officer training and pay
- Summer Training
- Mandatory training weekends

The Navy League of Canada forms a local committee at your corps, known as the Branch. The Branch is usually comprised of parents and adults who are interested in helping out your corps. They work hard to provide the following:

- A physical location for the corps to meet
- Optional training activities, such as swimming, SCUBA, bowling, or citizenship trips
- Recruitment of officers and cadets
- Fundraising
- Supplies not provided by DND
- Transportation not provided by DND

You will probably be asked to participate in various fundraisers for the corps. It is important to help out with these activities as the money raised is used to fund activities that DND does not support. Think about some of the fun things your corps does. Maybe they run SCUBA courses, go bowling, or visit another corps. Perhaps you will travel to another province, charter a tall ship, or purchase instruments for your band. This is the type of support your Branch provides, so be sure to do your part when asked to help.

Sea Cadet Summer Training



Summer training courses are a fundamental part of the Sea Cadet programme. Selected Cadets have the opportunity to attend two, three, six or eight week courses at a Cadet Summer Training Centre across Canada. The aim of these courses is to provide Sea Cadets with instruction and opportunities to develop advanced knowledge and skills in specialized areas, such as sail, seamanship, music and drill and ceremonial, and to develop leaders and instructors for these activities. The summer training program supports and enhances what is offered at the local corps level.

The summer training programme is offered **at no cost to the cadet**; transportation, accommodation, meals, instruction and clothing is provided and cadets are allocated a \$60.00 training bonus for each week in attendance.

Most Cadets in BC will attend courses at [HMCS QUADRA](#). Located in the Comox Valley on 'Goose Spit', HMCS QUADRA trains approximately 800 Cadets from across Canada each summer.

Summer Courses offered to Sea Cadets:

TWO WEEK GENERAL TRAINING

Geared for Phase I cadets, this course offers an introduction to all of the summer training courses. Cadets participate in activities from each training department (see below). Cadets who are 12 years old at the time of application will not be selected for a higher level course than Two Week General Training.

SAIL TRAINING

Basic Sail. A three-week course available in year two focussed on developing basic sailing skills up to CYA White Sail Level 3.

Intermediate Sail. A six-week course available in year three focussed on developing intermediate (CYA Bronze Sail Level 4) and introducing the more advanced sailing skills of spinnaker and trapeze (CYA Bronze Sail Level 5).

Sail Coach. A six-week course available in year four focussed on developing advanced sailing skills (CYA Bronze Sail Level 5) and achieving CYA sailing coach certification.

SEAMANSHIP TRAINING

Basic Seamanship. Three-week course available in year two which introduces cadets to all aspects of seamanship training.

Ship's Boat Operator. Six-week course available in year three focussed on developing skills in small craft operation and achieving small craft operator certification.

Chief Boatswain's Mate. Six-week course available in year four focussed on large vessel operations and coastal navigation.

MUSIC TRAINING

Basic Military Band Musician. Three-week course available in year two focussed on developing basic level musician skills.

Intermediate Military Band Musician. Six-week course available in year three focussed on developing musician skills up to Level 2.

Advanced Military Band Musician. Six-week course available in year four focussed on developing musician skills of Level 3 and higher.

LEADERSHIP, DRILL & CEREMONIAL

Basic Leadership. Three-week course available in year two focussed on providing cadets opportunities to continue to develop leadership knowledge and skills obtained in the corps program while immersed in a variety of activity areas. Main activities include air rifle marksmanship and drill and ceremonial.

Drill and Ceremonial Instructor. Six-week course available in year three focussed on developing experts in the area of drill and ceremonial to act as instructors in all areas of drill and ceremonial carried out in the sea cadet program.

Air Rifle Marksmanship Instructor. Six-week course available in year three focussed on developing individual skill in the areas of air rifle marksmanship and biathlon. This course also provides cadets with the requisite knowledge and skills to assist in the delivery of the marksmanship and biathlon programs. (Vernon, BC)

FITNESS AND SPORTS COURSES

Basic Fitness and Sports. Three-week course available in year two focussed on improving individual fitness and gaining knowledge and skills in a variety of sports.

Fitness and Sports Instructor. Six-week course available in year three focussed on improving individual fitness and developing the skills and knowledge necessary to organize and

deliver fitness and sports related activities within all areas of the cadet program. (Cold Lake, Alberta)

NATIONAL COURSES

Marine Engineering. An eight-week course available in year four. The aim is to teach the cadets the basics of machinery systems used on Sea Cadet Summer Training Vessels (SCSTVs), to enable the cadets to serve as a watchkeeper in the engine room, and to run these spaces in an orderly and efficient manner.

Shipwright. A six-week course available in year four. The aim is to develop in the cadets the knowledge and skills required to carry out maintenance and repairs on the small vessels used at SCSTCs and sail centres. (Will take part in such activities as fiberglass and ship's carpentry work).

Silver Sail. A six-week course available in year four. The aim is to certify cadets with the CYA Silver Sail 6 qualification. On completion of the Silver Sail 6 level, the cadet will be able to compete in a race with a sound understanding of the racing rules.

International Exchange and International Travel Opportunities

Selected Cadets may be chosen to sail on Tall Ships and participate in international exchanges that take place throughout the year. Last year, Sea Cadets from BC visited the United Kingdom, South Korea, Japan, Australia, Sweden, Bermuda and Russia.

Exchanges to other countries provide opportunities for **senior cadets** to experience another culture and participate in advanced training. These exchanges occur in April, July and August.

The mission of these exchanges are to establish a 'common understanding' between countries without compromising the characteristics that make each country and its respective program unique, provide for a safe, exciting and rewarding exchange for youth, and to ensure that Sea Cadets are able to understand and appreciate cultural differences and respect that there is no room in our global community for racism, bias or ignorance.

Cadets must

- be 16 years old by the start of the exchange and not turn 19 before the exchange ends hold the rank of Petty Officer Second Class
- be free from medical or dental issues
- successfully completed at least one six week summer training course
- be mature and a role model for the Sea Cadet program
- recommendations from all levels in the Chain of Command

Ship Deployments and Seamanship Training Opportunities



ORCA Vessels

BC Sea Cadets are fortunate to have occasional use of the Navy's new Patrol Class Tender vessels. The vessels, which are used for Regular Force and Reserve training, sail from CFB Esquimalt to various ports on Vancouver Island and the Gulf Islands. Each PCT can carry between 20 - 24 cadets. These cruises promote the real world application of Sea Cadet training, as cadets take part in the all operations of the ship, from acting as helmsmen or engineers, to cooking for the ship and acting as the lookout. The ships are supported by a regular force/reserve marine engineer and boatswain and are commanded by Officers with ORCA Officer-in-Charge endorsements.

Sea Cadets Seamanship Deployments

BC is home to the annual Sea Cadets Seamanship Deployments (SCSD) which will see over 140 Cadets from each region in Canada travel to BC during this nationally sponsored exercise. For 2010-11, the evolution will encompass three weeklong deployments aboard ORCA-class Naval Tenders from October to March, and three weeklong deployments aboard the tall ship MAPLE LEAF in March. Cadets practice navigation, seamanship, safety drills and participate in the ship's operation in an environment that promotes leadership and teamwork.

Deployments on HMCS Ships and Coast Guard Ships

Opportunities exist for Senior (16 and up) Sea Cadets to take part in deployments aboard selected Her Majesty's Canadian Ships, either to domestic or international locations. Cadets must be at least 16 years of age for these deployments, and recommended by their commanding officer. While on board Cadets will become members of the ship's crew and will perform similar duties while completing a 'Record of Practical Factors'. Sea Cadets who complete these requirements will be awarded the coveted Seamanship badge. Recent deployments included a 4-day Maritime Security Patrol on HMCS REGINA and participation in RIMPAC in Hawaii with HMCS VANCOUVER. Sea Cadets are also offered billets during the summer on Coast Guard Icebreakers. Sailing from the East coast, these deployments last from 6- 8 weeks as the ship participates in Maritime security patrols and icebreaking duties in Northern Canada.

National Sea Cadet Tall Ship Deployment

The Canadian Forces sponsors a National Tall Ship Deployment for sea cadets, which takes place in late August after summer training. The three-week voyage on the tall ship MAPLE LEAF brings together Sea Cadets from across Canada for a west-coast journey through some of Canada's most beautiful scenery.

Sail Training in Pacific Region

Stronger.....Better.....FASTER!

Regional Cadet Support Unit (Pacific) operates three sail centers located in Victoria, Comox, and Nelson where cadets are trained to the yachting association's White Sail Level II during two weekends every year. Achieving this sail level is mandatory for promotion to Cadet Petty Officer First Class and further advancement. Sea Cadet Corps attend two sail weekends per year. Sail centers are manned by Canadian Forces Cadet Instructors, assisted by senior cadet volunteers. Corps located in close proximity to a sail centres are afforded two weekends of training, whereas northern corps spend a week during spring break in Victoria. All instructors have been certified by the Canadian Yachting Association (CYA), Canada's national governing body for sailing.

The Sea Cadet program in BC maintains 186 motorized coach boats, Club 420, Pirate, Laser II and Echo class double-handed dinghies, as well as a fleet of Byte and Laser single-handed dinghies for high performance racing. Highlights of our award winning program include:

Volunteer Instructor Programme

The volunteer instructor program encourages professional development and further sail training for sea cadets. Volunteer hours gained working as an instructor or assistant instructor at local sail centers and regattas are credited towards the cost of further sail training or professional development.

Race Training

Cadets are given opportunities for race training and compete at civilian and cadet regattas throughout the year. Cadets from around the province converge on Victoria harbours in March for the provincial qualifying regatta and in May for the national qualifying regatta. A race team program runs weekly throughout the school year for cadets in Victoria. A sea cadet team is entered in the bi-annual BC Summer Games, competing against the best civilian youth sailors from across BC.

Conclusion

You have now been given all the basic tools needed to serve within a Sea Cadet corps. With practice, all of these skills will become less awkward and before long you'll be another "salty old dog" at the corps.

2 - Drill

Just when you thought you had it all figured out! You've learned how to look like a Sea Cadet, talk like a Sea Cadet, and now we want you to move like a Sea Cadet. This is done by teaching you a series of standing and marching maneuvers, known as drill. By now, you will have fallen in with your division, taken a few drill classes, and practiced on your own. This chapter is designed to help you improve your own personal drill, but the best way to learn is by doing, so just do it!

It is interesting to note that military drill originated to move troops during battle. Fighting had to be done rapidly and efficiently if they wanted to stay alive. By practicing these movements beforehand, it was found they could perform better in the stress, noise, and confusion of the battlefield. They also discovered that drill was an excellent way of developing physical coordination, teamwork, and team spirit (esprit de corps). These values are still an important element of teaching drill today.

Amazingly, drill can be FUN. At first, you may feel awkward or uncoordinated. Don't worry, these are common feelings for every cadet who is just beginning to learn drill. Gradually, as you get the hang of it, you will begin to feel a sense of satisfaction in getting it just right. As you work with the rest of your division to perfect your drill movements, you will begin to feel a sense of pride in yourself and your cadet corps.



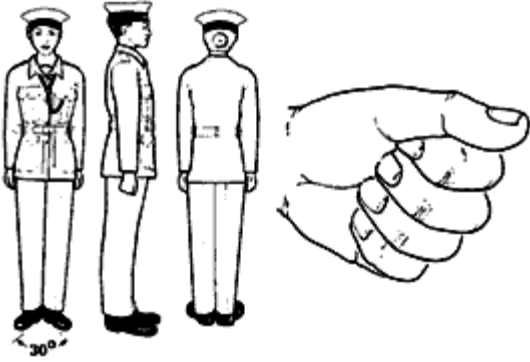
The information in this chapter is meant to help you with your drill. Don't worry about reading it before you learn the drill in each section. If you have questions about your drill classes, be sure to ask your instructor. If you still have questions, or if you want to refresh your memory at home, you should turn to this chapter for help.

The Standard Pause (2-3)

Some drill movements require a standard pause to be observed. This means that while performing a drill movement you will hold your position for a precise period of time without moving. This pause allows you to perform movements precisely. The standard pause is equal to two beats of quick-time or Sixty moves per minute. (When you march, you march at 120 beats per minute). You will learn to recognize the length of the standard pause by listening to the beat of the base drum or your instructors as they call out the time.

STANDING DRILL

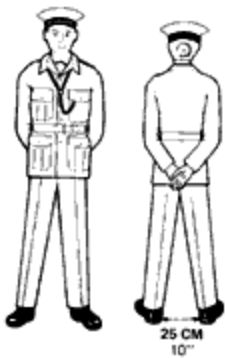
Position of Attention



The position of attention is one of readiness in expectation of a word of command. Exactness in this position is important as the position is adopted by officers and cadets when addressing a superior:

- Heels together and in line.
- Feet turned out to form an angle of 30 degrees.
- Body balanced and the weight evenly distributed on both feet.
- Shoulders level, square to the front.
- Arms straight to the side with elbows and wrists touching the body.
- Head held erect.
- Looking straight to the front.

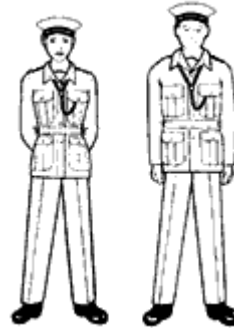
Position of Stand at Ease



- The stand at ease is an intermediate position between attention and stand easy. It allows no movement, but can be maintained, without strain, for a longer time than the position of attention.
- Place heels 25 cm apart.
- Body weight evenly balanced on both feet.
- Arms behind the back.

- Palm of the right hand in the palm of the left hand.
- Thumbs crossed.
- Head held erect.
- Looking straight to the front.

Position of Stand Easy



Stand easy is ordered when it is time for the division to relax. This command is only given when the division is in the position of stand at ease.

- Close the hands.
- Arms held to the sides as for the position of attention.
- Standard pause.
- Relax.

It is important that you do not strain your body in any of these positions. If you tense up you place extra stress on your body and risk becoming faint, nauseous, or actually passing out. Relax, and don't forget to breathe!

STAND - AT - EASE from Attention



- Carry the left foot to the left.
- Straighten it in double time.
- Place heels 25 cm apart.

- Simultaneously move arms behind back.
- Put the right hand in the palm of the left.
- Cross thumbs and extend fingers.
- Balance body evenly on both feet.

STAND - EASY from Stand at Ease

- Close your hands and bring your arms to the position of attention.
- Observe a standard pause.
- Relax - no talking or moving your feet.

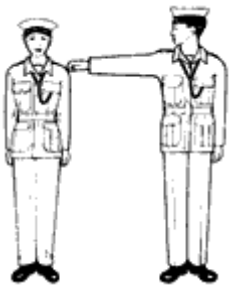
ATTEN - TION from Stand at Ease

- Lift left leg.
- Place foot on ground with heels aligned.
- Feet at 30 degree angle.
- Move arms to the position of attention.
- Place thumbs in line with seam of pants.
- Hold head straight.
- Keep eyes to the front.

Right Dress

A division is dressed so that it looks sharp and well ordered. Dressing ensures that there is proper spacing between members from front to rear and side to side. Two orders are used to accomplish the dressing of the division. The first is "RIGHT DRESS", which is done in three movements, with the standard pause between each movement. The second command is "EYES FRONT", which is one step.

On the command RIGHT - DRESS:



- The right-hand cadet of the front rank stands fast.
- The remainder take a 40 cm pace forward by firing the left foot forward, bending the right knee, and adopting the position of attention.
- Standard pause.
- The right file of cadets stand fast.

- The remainder turn head and eyes to the right as far as possible without straining.
- At the same time, members of the front rank, except the right-hand cadet, fire their right arms to their full extent behind the shoulder of the cadet on the right. The hand is closed as in the position of attention, with the back of the hand facing up, and the arm parallel to the ground.
- Standard pause.
- The right-hand cadet of the front rank stands fast.
- The remainder take up correct alignment, distance and covering by taking short quick paces until in the correct position. Movement starts with the left foot.

On the command, EYES - FRONT, you shall snap your head and eyes to the front and cut the right arm smartly to the position of attention, without slapping the thigh.

Right (Left) Turn at the Halt

On the command RIGHT - TURN:

- Keep your arms at your side, both knees braced and body erect, pivot on the right heel and left toe and turn in the required direction to an angle of 90 degrees.
- Observe standard pause.
- Bend your left knee and straighten it in double time and place the left foot by the right smartly to assume the position of attention.
- On the command LEFT - TURN, the drill as described for the right turn is followed except that the details of moving the feet and direction are reversed. Incline turns are similar, except that you turn 45 degrees instead of 90 degrees.

Salute at the Halt

A salute is initiated by bending the right elbow and opening the palm of the right hand. Force the right hand by its shortest route to the outside of the right eyebrow so that:

- The palm is facing down.
- The upper arm is parallel to the ground.
- The forearm is at a 45 degree angle to the upper arm.
- The tip of the second finger touches the outside of the right eyebrow.

Sometimes you will need to salute to the right or left, instead of to the front, if passing an officer to the side. Make sure you turn your head and eyes smartly to the side as far as possible without straining. When saluting to the left, the right hand, wrist and arm, are brought further over to the left to the correct position in line with the outside edge of the right eyebrow. When saluting to the right, the arm is moved to the rear. The second finger remains in line with the outside of the right eyebrow.

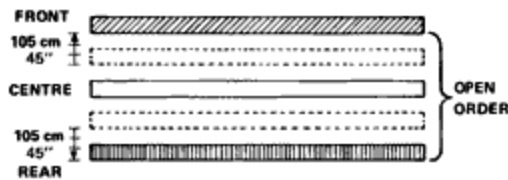
If you had a hurt arm or carrying something that makes a salute with the right hand impractical, compliments will be paid by turning the head and eyes to the left or right or standing to attention, as appropriate.

Try practicing your salute in a mirror. Watch to make sure your hand is taking its shortest route to the eyebrow.



OPEN ORDER - MARCH

- Take three 35 cm paces to the rear, starting with the left foot, if a member of the rear rank.
- Stand fast in the centre rank
- Take three 35 cm paces forward, starting with the left foot, if a member of the front rank.
- Keep the arms at the side.



CLOSE ORDER - MARCH

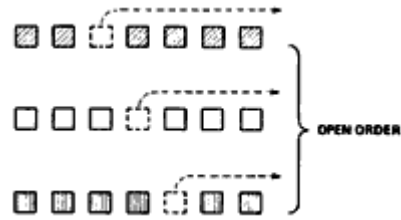
- Take three 35 cm paces to the rear, starting with the left foot, if a member of the front rank.
- Stand fast in the centre rank.
- Take three 35 cm paces forward, starting with the left foot, if a member of the rear rank.
- Keep the arms at the side.
- Keep cadence in quick time.

When you are formed up in two ranks the front rank shall stand fast and the rear rank will move three paces to the rear. Don't move once you've come to attention at the end of the last pace, even if you're not lined up properly, or as we say "your dressing is off".

Fall Out

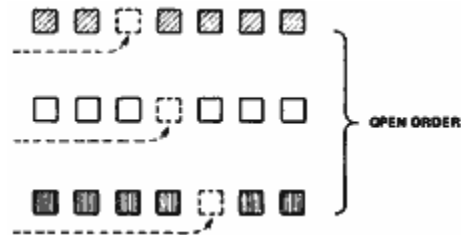
On the command FALL-OUT, come to attention, observe the standard pause, wheel, and march to the right flank of the

division in front of the rank and then proceed in the required direction.



Fall In

On the command FALL-IN, report to your DPO or DO, march to the left of the division and return to your position by marching in rear of the rank, wheeling into the original position, halt, and take up former dressing.



Falling in and falling out of ranks is done at the open order march. It is used when awards or presentations are being given. When your name is called, you should take the shortest distance to report. If you are reporting to an officer, don't forget to salute!

Dismiss

A dismissal is used upon completion of a parade, period of instruction, etc. The order is given when your division is in line and at attention. On the command DIS - MISS:

- Do a right turn at the halt.
- Observe the standard pause.
- Salute to the front, if an officer is on parade.
- Observe the standard pause.
- March off the parade area independently, in quick time without talking.

Remove Headdress

This order is given at the position of attention. On the command REMOVE - HEADDRESS, you shall:

- Bring right hand to the peak of cap by the shortest route and grasp the front between thumb and fingers, with fingers aligned and parallel to shoulders as much as practical.
- Pause, maintain bend in right side of the body and the forearm parallel to the ground, and bring the right hand to the centre of the body.

- Maintain grasp on peak of cap and hold cap above the hand in centre of the body.



On the command **STAND AT - EASE**, you shall:

- Assume the position for standing at ease.
- Right arm and hand maintain the headdress in position at the centre of the body.
- Left hand remains at your side as for position of attention.



On the command **STAND - EASY**, you shall:

- Extend the right arm down the side with headdress held below the hand.
- After standard pause, relax.



On the command **REPLACE - HEADDRESS**, you shall:

- Replace headdress with right hand.
- Pause and resume position of attention by cutting the right arm to the right side.

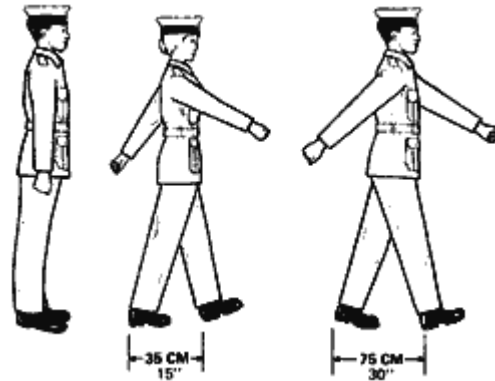
Remove headdress is used for prayers during colours and prayers. It is also used for "cheer ships", which is to give three cheers when honouring a person or celebrating an event.

MARCHING DRILL

Every drill movement on the march is given on a specific foot. It is important to stay in step and know which foot a command is given on. This enables you to perform drill precisely as an individual and as part of the division.

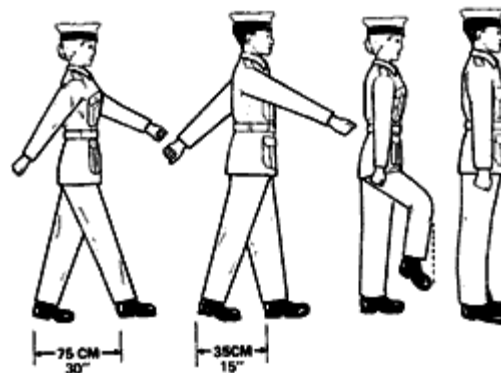
QUICK - MARCH

- Step off with the left foot and swing the right arm straight forward and the left arm straight to the rear, waist high.
- Take a pace of 35 cm and all subsequent paces 75 cm.
- Swing arms forward to waist high, hands closed without bending at the elbows.



On the command **HALT**, given on the left foot, you will:

- Take a pace with the right foot, then a 35 cm pace with the left foot.
- Bend the right knee, straighten it in double time.
- Cut the arms to the sides and assume the position of attention.



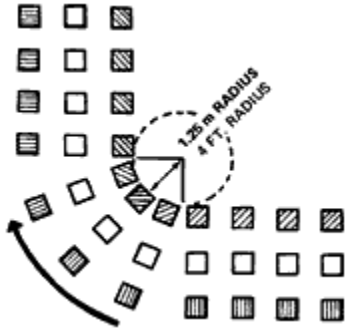
It takes practice to be good at marching. If you are having difficulty, start marching without swinging your arms. After you have figured out how to stay in step, add the arms. Watch your division out of the corner of your eye to make sure you keep your dressing.

Wheeling on the March

On the command **LEFT (RIGHT) WHEEL**, you will change direction 90 degrees by:

- Wheeling on a circle of 1.2 m diameter.
- Stepping short if in the inner flank.

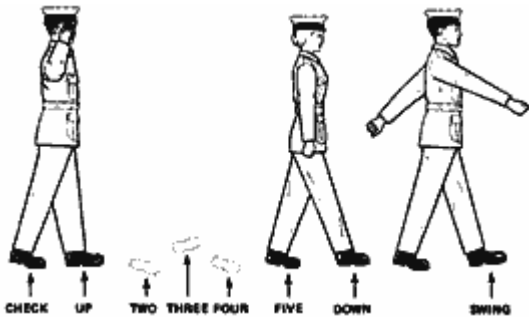
- Stepping out if in the outer flank.
- Maintaining cadence if in the centre rank.
- March forward in the new direction.



During a wheel, keep your dressing by glancing inwards and keeping your head to the front. Everyone should wheel at the same point so as to be careful not to "wave out" from the direction of the wheel.

Salute on the March without arms

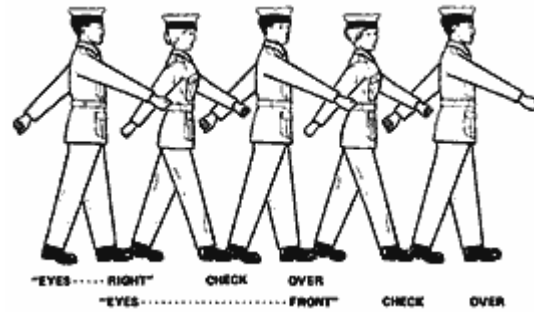
- Take a normal pace with the right foot and swing the arms.
- Take another pace and cut the arms to the side and execute the salute as previously learned.
- Complete four normal paces in quick time, ending with the left foot.
- Cut arms to the side simultaneously and turn head and eyes to the front and then continue marching.



EYES - RIGHT (LEFT) on the March in a division

- Complete a 75 cm check pace with the right foot.
- When the left foot strikes the ground, turn the head and eyes to the left (right) as far as possible without straining and look directly into the eyes of the person being saluted.
- Continue to swing the arms.
- Keep the head and eyes to the left (right) until the command EYES - FRONT is given.

- Take a 75 cm check pace with the right foot.
- Cut your head and eyes smartly to the front as the left foot strikes the ground.



A salute on the march is given when paying respect to a commissioned officer. When physically incapable, or carrying of articles makes a salute with the right hand impractical, a compliment will be paid by turning the head and eyes to the left or right as appropriate.

MARK - TIME

- Take a 35 cm check pace with the left foot.
- Keep the right leg straight and bring it into the left leg.
- Maintain the same cadence for quick time, while lifting the legs to a height of 15 cm beginning with the left, and cut the arms to the side.

FOR - WARD

- Straighten the right leg to assume the position of attention.
- Take a 35 cm check pace with the left foot and continue to march to quick time, swinging the arms.

HALT

- The order is given on the left foot.
- Take two mark time check paces.
- Bring the right foot into the position of attention.

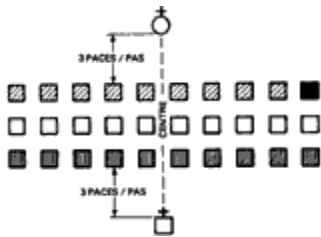
Left and Right Turns on the March

- The command LEFT (RIGHT) TURN is given as right (left) foot is forward and on the ground.
- Complete a 35 cm pace with the left (right) foot.
- Cut your arms to the side as in the position of attention.
- Bend the right (left) knee so the upper leg is parallel to the ground.
- Force shoulders 90 degrees to the left (right) to face the new direction.

- Simultaneously, pivot on the ball of the left (right) foot 90 degrees to the left (right) and straighten the right (left) leg to assume the position of attention.
- Fire the left (right) foot forward in a 35 cm pace with the toe just clear of the ground.
- Keep the body and head erect, keep the arms, body and head steady.
- Complete a 35 cm pace with the left (right) foot and continue marching (swinging the arms).

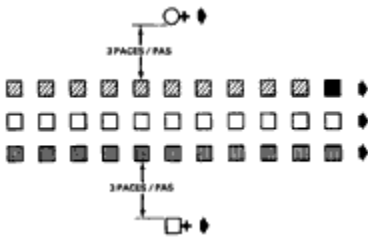
March in Line

When a division is formed up in line, your Divisional Officer will be positioned three paces in front and centre of the division. Your Divisional Petty Officer will be three paces in rear and centre of the division.



March in Column of Threes

A division in column of threes is in the same formation as when in line, but facing a flank (side) instead of the front or rear.



March in Column of Route

Column of route is similar to column of threes except that your Divisional Officer is two paces in front of the centre single file of the division. Your Divisional Petty Officer is two paces in rear of the centre single file of the division. Column of route is the formation most commonly used when marching as a division.



It is important to know how to march in line, in column of three's and in column of route. These formations are used on your parade night when you do a march past.

Conclusion

These drill maneuvers are all the basic moves you need to know during your first year. The only way to get really good at

drill is to practice. Try the following movements in front of a mirror:

- Stand at attention and look at your position from all angles.
- Stand at ease bending your left knee so that your foot will hang at its natural angle with the toe pointed downward 15 cm off the ground and directly underneath the knee. Any standing drill involving a bent knee is done like this.
- Try saluting in front of the mirror.
- Remove headdress as learned in this chapter.

Be confident and sharp in your movements. Good Sea Cadets have good drill and that is something to be proud of!

3 - Marksmanship

Marksmanship training involves learning to fire the cadet air rifle. You will be taught many lessons about marksmanship, but the most important is safety. Before you actually fire a rifle you must have a thorough understanding of how to safely handle firearms.

All firing is done on a range, which is a place designed specifically for marksmanship. It could be in a specific building, outside, or even set up in a classroom. An adult, or officer, who is trained to supervise all firing, runs the range. This person is known as the Range Safety Officer (RSO). You must obey every order that the RSO gives as they ensure that your marksmanship program is safe.

10 Safety Rules

You are responsible to know the rules about firing an air rifle. This means following these precautions and procedures to ensure everyone's safety:

- Always treat a rifle as if it is loaded
- Never point a rifle at anyone.
- Always have the safety catch in the "on" position (No Red) until ready to safely fire the rifle.
- Always point a rifle in a safe direction.
- Keep fingers off trigger unless ready to fire the rifle.
- Always wear ear and eye protection.
- Never fire more than one pellet at a time.
- Never run or fool around on the range.
- Always follow the directions of the Range Safety Officer.
- Always read and follow local Range Safety Orders.

Range Safety Orders are usually posted in the range or just outside the door and you must read them prior to participating

in any range activity. You may recall from Chapter One that Range Safety Orders can also be found in your corps Standing Orders. The most important thing to remember and put into practice is that SAFETY COMES FIRST.

Characteristics of the Rifle

When you fire in the Sea Cadet program you will use the Daisy 853C air rifle. We refer to the cadet rifle as a rifle. It is not a pistol, gun, shot gun or assault rifle, it is a rifle.

The rifle fires 177 calibre pellets, which are known as ammunition.

The Daisy air rifle is a single pump pneumatic, straight pull-bolt action. This means the rifle is pumped once to compress air and it is this pressure which expels the pellet when the trigger is pulled. Do not pump the rifle more than once per shot. Pumping more than once may damage the pressure chamber and all related seals.

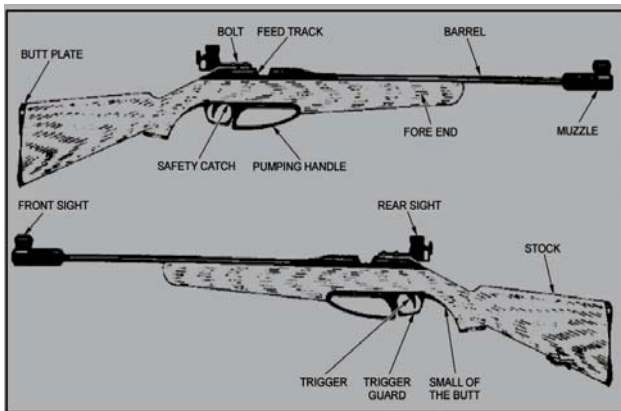
Did you know that early settlers held marksmanship contests in nearly every settlement in Canada? This makes the sport of marksmanship one of our country's first recreational pursuits.

Parts of the Rifle

The basic components of the rifle are:

- The Action, which contains the parts that load, fire, and eject the cartridge
- The Stock, that by which the rifle is held
- The Barrel, which is the metal tube the bullet passes through when fired

Look at the following diagrams. They show the parts of the rifle you need to know before you actually fire.



Care and Cleanliness of the Air Rifle

Continuous firing of the air rifle causes a build-up of residue in the barrel. This residue takes two forms: leading and caking. "Leading" residue results from traces of lead pellet that are left inside the bore as the pellet travels down the barrel. "Caking" results when residue from compression chamber air blown into the bore condenses in the barrel.

One way that air rifles are cleaned at the corps is by firing .177 calibre felt cleaning pellets. The natural elasticity of the felt results in compression of the pellet during firing, forcing it to expand to the diameter of the barrel, and thus ensuring that the entire bore is cleaned and polished. Felt cleaning pellets are used as part of the regular maintenance of your air rifles at the corps.

Range Commands

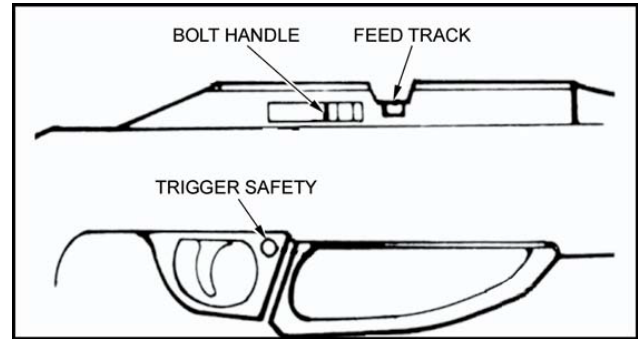
You are now ready to proceed to the range for your first fire. Remember that the Range Safety Officer will lead you through all the steps. Do not talk when you are on the range and obey everything the RSO tells you. If you are not sure about a range command, raise your hand and wait for the RSO to answer your question. Treat all rifles as if they are loaded and NEVER point a rifle at anyone.

The RSO will group you into what is called a relay. When it is time to fire, the RSO or a senior cadet will lead the relay into the range and assign a firing position. The range personnel will ask cadets to stand behind their firing position and wait for these commands:

COMMAND	ACTION
"RELAY #_, COVER OFF FIRING POINT"	<ul style="list-style-type: none"> ▪ Stand up, move behind firing point and await further commands.
"ADOPT THE PRONE POSITION"	<ul style="list-style-type: none"> ▪ In accordance with procedures in page 85. ▪ Put on eye and ear protection.
TYPE OF FIRING	<ul style="list-style-type: none"> ▪ This command includes information about the range and type of shoot. i.e., Relay #_, 10 m, five rounds, Grouping, On Your Own Time
RELAY, LOAD COMMENCE FIRING"	<ul style="list-style-type: none"> ▪ Pick up and hold the rifle with your left hand. ▪ Ensure the safety catch is in the ON (no red) position. In accordance with safety precautions, rifle should already be in safe status with bolt open fully to the rear and pump lever left partially open. ▪ Pump the rifle as indicated. When the pump lever is fully extended, pause about three seconds. ▪ Load the pellet or 5-shot pellet clip (the flat end faces forward). ▪ Place the safety catch in the OFF (red) position. ▪ Aim rifle at the target. ▪ Squeeze the trigger.

- Open the bolt.
- Repeat sequence for each shot.
- Place the safety catch in the ON (no red) position and partially open the pump lever immediately after firing the practice.
- Lay down the rifle.

These are the most common range commands. Remember if you are ever uncertain of what to do, raise your hand and someone will come over and help.



Daisy 853C Operational Manual

Figure 6-2-1 Safety Catch

MAY BE GIVEN

ACTION

"RELAY, CEASE FIRE"

- Stop firing immediately and put the safety catch in the ON (no red) position.

"RELAY, CEASE FIRE"

- Put the safety in the OFF (red) position and continue the practice.

"RELAY, UNLOAD"

- Pick up the rifle.
- Remove 5-shot pellet clip.
- Pump the rifle.
- Close bolt
- Place the safety catch in the OFF (red) position..
- Aim rifle at target.
- Fire the action.
- Open the bolt.
- Place safety catch in the ON (no red) position.
- Open the pump lever 5-8 cm (2-3 inches).
- Wait to be cleared by range staff.
- Lay down the rifle
- Remove eye and ear protection.
- Stand up and leave equipment on the ground.
- Move forward, walk down the lane to remove old targets and replace them with new ones. Return to the firing point.
- Shooters who have just fired pick up their personal equipment and move off the firing point. The new relay covers off behind the firing point. Return to the firing point.

Firing Essentials

When it is time to fire you will be asked to take the prone position. The prone position allows you to attain the most accurate aim and smallest group size or scores. It provides steadiness and comfort from which to fire, so that your firing will be at its best. With practice, lying down to fire will feel comfortable in no time at all.

Speaking of lying down, did you know that Gabriel Dumont, commander of the Metis forces during the NorthWest Rebellion, was buried standing up? Legend has it that Dumont was buried vertically on the banks of the South-Saskatchewan river to allow him to see the enemy coming from the river side.

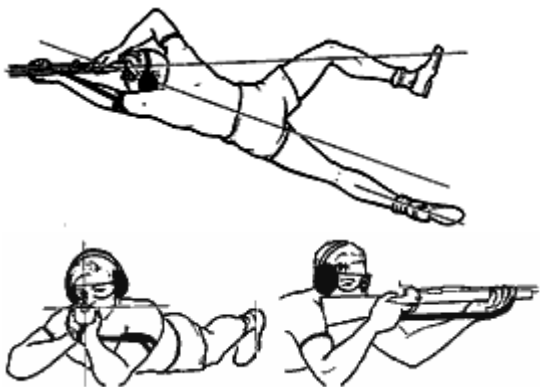
These are the steps to assume the prone position:

- Lie down on the firing mat facing down range.
- Turn your body five to fifteen degrees left from the line of fire.
- Spread your legs apart.
- Keep your right heel on the ground and toes pointed outward.
- Point your left toes out in line with your left leg, heel in the air.
- Bend your right knee and bring it up toward your right elbow.
- Lift your torso off the mat by taking the weight on your elbows.
- Adjust these points until you are comfortable.

"RELAY STAND UP"

"CHANGE TARGETS"

"CHANGE RELAYS"



This position is for a right-handed marksman. If you fire left handed you will have to do the reverse.

As a beginner, your greatest difficulty will be in holding the rifle steady. You will probably use a rifle rest such as a sand bag or pile of books to start and once you perfect marksmanship skills you will replace the rest with a sling.

Use of sling:

- Place the sling into bracket.
- Left hand rest in the sling and against bracket.
- Place the left hand around the forestock lightly.
- The sling is run around the back of your left hand.
- Adjust sling to support weight of rifle.
- Left elbow is slightly to the left of the rifle.
- Right elbow is placed a comfortable distance away from the body and supports very little weight.
- Right hand placed around the small of the butt with a light hold.
- Butt plate fits snugly to your shoulder.
- Right eye is approximately 8 cm from the rear sight.
- A triangle is formed with your left arm and the rifle barrel.



Loading and Unloading the Rifle

When the command to load the Daisy air rifle is given, the following steps should be taken:

1. Pick up and hold the rifle with your left hand.
2. Ensure the safety catch is in the ON position. Following individual safety precautions, the rifle should already be in safe status with bolt open fully to the rear and pump lever partially open. Close the pump lever at this time.
3. Place the sling on the rifle. Establish a good position and correct sight picture.
4. Pump the rifle. This method can be done in three different ways:
 - Option one - Remove the butt from the shoulder and rest it on the mat. Partially open the pump lever with the right hand to the small of the butt. Grasp the pump lever with your left hand halfway up the lever. Lift the rifle upwards until the pump is fully extended while keeping your left elbow stationary. To avoid pinching the left hand, the use of a glove is recommended.
 - Option two - Slightly turn your body on its left side, turn the rifle sideways, grasp the pump handle with your right hand and the forestock with your left hand and open the pump sideways until the pump handle is fully extended while keeping your left elbow still.
 - Option three - Coach assistance. Remove the right hand from the small of the butt. Hold the rifle loosely in the left hand. The coach should move in and pump the rifle using both hands.
5. When the pump handle is fully extended, pause for about three seconds. (This is very important; if done incorrectly, the rifle will have insufficient air pressure).
6. For option one, bring the rifle down, thereby returning the pump lever to the closed position. For options two and three, bring the pump lever to the closed position.
7. Load the pellet or 5-shot pellet clip (the flat end faces forward).
8. Close the bolt.

When the command to fire the Daisy air rifle is given, the following steps should be taken:

1. Place the safety catch in the OFF position.
2. Aim rifle at the target.
3. Squeeze the trigger.
4. Open the bolt.
5. Repeat parts 3 to 7 of loading the Daisy air rifle and parts 2 to 4 of firing the Daisy air rifle.
6. When firing is complete, place the safety catch in the ON position, and partially open the pump lever.
7. Lay down the rifle.

When the command to unload the Daisy air rifle is given, the following steps should be taken:

1. Pick up the rifle.
2. Remove the 5-shot pellet clip (if used).
3. Pump the rifle.
4. Close bolt.
5. Place the safety catch in the OFF position.
6. Aim rifle at target.
7. Fire the action.
8. Open the bolt.
9. Place safety catch in the ON position.
10. Open the pump lever 5-8 cm.
11. Wait to be cleared by the range staff.
12. Lay down the rifle when ordered to do so.

If this all seems confusing, don't worry. Loading and unloading is a simple process that will become second nature after a few practices on the range.



The Canadian Firearms Centre safety training teaches that the vital four "**ACTS**" of firearm safety. The acronym "**ACTS**" stands for:

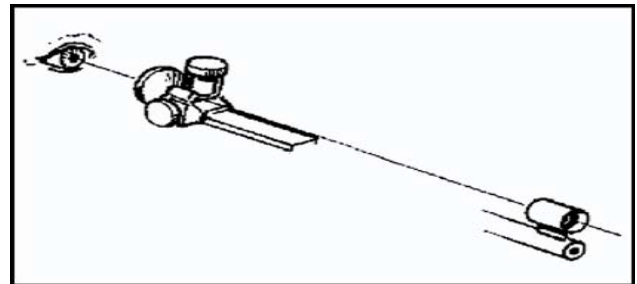
- Assume every firearm is loaded.
- Control the muzzle direction at all times.
- Trigger finger must be kept off the trigger and out of the trigger guard.
- See that the firearm is unloaded – prove it safe.

AIMING THE CADET AIR RIFLE

Cadets must constantly strive to maintain proper sight alignment, while obtaining a sight picture. It is the most critical element of the aiming process.

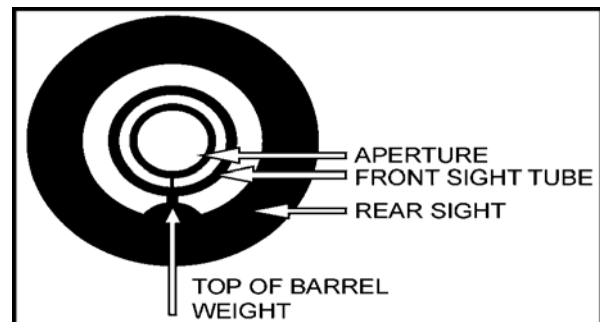
The **aiming process** consists of: adopting a comfortable position; and ensuring proper body alignment with the target.

Sight Alignment. It is the alignment of the eye, the rear sight, and the front sight. When cadets bring their eye 5 to 15 cm from the rear sight, they will find that the small hole is large enough to look through and see all of the front sight. Proper sight alignment is a matter of centering the front sight tube in the rear sight. The tube will not quite fill the rear sight and cadets will be able to see light around the outside of the tube; we call this a "line of white".



Cadet Marksmanship Program Reference Manual

Figure 6-3-4 Sight Alignment



Cadet Marksmanship Program Reference Manual

Figure 6-3-5 Line of White

Sight Picture. To obtain a proper sight picture, a bull's-eye is simply added to the innermost ring. The goal during the aiming process is to maintain proper sight alignment while keeping the bull centered in the front sight.

Conclusion

Many skills must be developed for good marksmanship. It takes time and practice and a great deal of self-discipline. You have learned the basics about firing a rifle and now know that safety is the most important lesson of all. Complete the following quiz to see what you have learned.

Answer True or False to the following statements:

A. *The Range Safety Officer is in charge of all personnel on the range.*

True False

B. The stock is the metal tube the pellet passes through when fired.

True False

C. The prone position is the steadiest position to fire from.

True False

D. Treat all rifles as if they are loaded.

True False

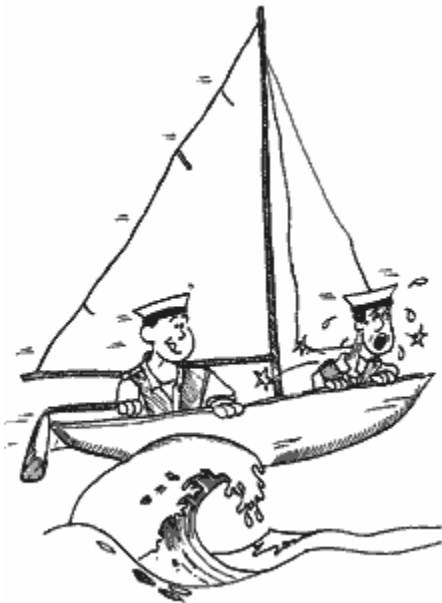
E. The Range Safety Officer will divide you into groups for firing, called relays.

True False

4 - SAILING

Long before yachting evolved into the pleasure sport it is known as today, sailing was the only method of transport across the seas. During the 1600's, being a sailor was akin to being thrown in jail, as conditions for the crews were far from enjoyable. Bad weather, rough seas and the very real threat of pirates made the life of a sailor quite miserable and far from the exhilarating experience we enjoy today.

As a Sea Cadet, you will have many different sailing opportunities and experiences. Eventually, you will need your White Sail Level II to be promoted to Petty Officer First Class, so start now! You may participate in sail weekends at the provincial sail centre, learn to sail at your corps, skipper a boat at summer camp, or race other sailors at regattas. Sailing is an exciting sport and this chapter is designed to give you the theoretical background you require. However, the only way to truly appreciate sailing is to get out on the water and do it!



Sailing Clothing

As with all sports, there is required clothing and personal equipment that must be worn when sailing. Certain items are worn all the time and some are dependent upon the weather conditions.

The most important piece of personal safety equipment to be worn is the Personal Flotation Device (PFD). When choosing a PFD check for the following:

- Suitable for the weight and size of the wearer by reading the tag on the PFD
- In good repair
- Fits snugly so that it will not slip off in the water
- Department of Transport (DOT) approved (check the tag on the PFD)

In Sea Cadets, you are issued with a PFD that meets DOT standards. It is to be worn every time you are in or around water, as well as in the sailboat. You may have the opportunity to sail outside of cadets as well, at your family cottage or Local Yacht Club, so know what to look for in a PFD.

In addition to a PFD you are required to wear proper footwear in the sailboat at all times. This means a soft-soled shoe, like a running shoe or deck shoe. Hard-soled shoes like your cadet boots definitely don't qualify! Sandals are also not allowed as they can slip off easily or get caught up in the rigging. Proper footwear protects your feet from being cut or injured in the boat.

When you are first learning to sail you will be issued a helmet (also affectionately known as a brain bucket) to wear in the sailboat. It protects your head from injury in the event of accidental gybing. Did you ever wonder why they call the boom a boom? That's the noise it makes as it hits your head - BOOM!

Helmets, soft-soled shoes, and PFD's are standard requirements for sailing. The type of clothing you wear depends upon the type of weather. There are three main types of weather and appropriate clothing:

Hot, sunny day

- sunscreen
- hat
- light clothing
- cadet PFD
- shoes
- helmet



Cold Day (cold weather, cold water)

- warm hat or wool toque
- sweater
- warm pants
- wetsuit/drysuit (is a possibility but not a necessity)
- cadet PFD
- shoes
- helmet



Rainy Day (or wet sailing)

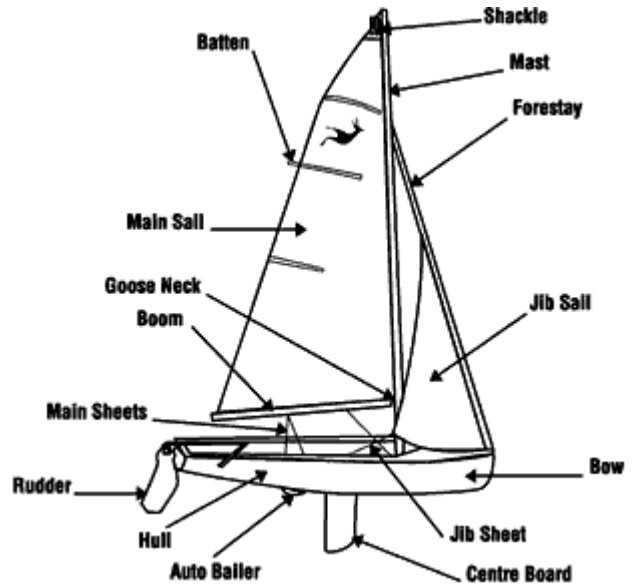
- layered clothing
- waterproof jacket and pants
- cadet PFD
- shoes or boots
- helmet



This is just a guideline for sailing. You don't need expensive wet or drysuits to enjoy the sport of sailing, just use common sense when dressing for the weather.

Parts of a Boat

The sailboat is a finely tuned instrument. Each of the parts on the boat has a specific use and function. With practice, it won't take you long to learn the names and uses of the different parts.



Speaking of poles, do you know which country owns the North Pole? No one! The earth's northernmost geographic point has never been claimed.

- Bow is the front end of a boat.
- Stern is the back of a boat.
- Mast is a vertical spar (pole) which supports the sails.
- Boom is a horizontal spar which holds the bottom of a sail.
- Mainsail is a large sail set behind the mast.
- Jib is a small sail set ahead of the mast.
- Gooseneck is a hinged fitting which links the boom to the mast.
- Daggerboard (not fixed in the boat) centreboard (fixed in the boat) prevents the boat side slipping while sailing.
- Halyards are control lines used to hoist a sail and hold it up.
- Rudder is a hinged blade mounted at the stern which steers the boat.
- Tiller is the handle attached to the top of the rudder which is used to steer the boat.
- Tiller extension is a stick attached to the end of the tiller which allows the skipper to sit further out to help stabilize the boat.
- Mainsheet is a line used to control the mainsail.
- Jibsheet is a line used to control the jib.

How a yacht sails

The wind, the sun, the wide open skies and a sailboat can be a recipe for a beautiful day of sailing, but before you head out on the water for the first time you must be able to identify wind direction. This can be done through various visual clues, including:

- Waves and ripples moving downwind on water's surface
- The way sails are oriented when allowed to flap freely
- The orientation of wind indicators and weather vanes
- Motion of low clouds (High clouds can fool you!)
- Smoke from chimneys or ship's funnels
- Flags
- Positions of boats tied to moorings or docks (Careful you may be misled if there's a strong current.)

In addition to visual clues the wind can also be felt on your face, hands and the back of your neck. Try closing your eyes, and through sensation only, determine where the wind is coming from.



When the wind blows over water it causes waves to build up. The strength of the wind can be estimated by the size of these waves. Remember, the longer the wind lasts and the wider the expanse of water, the larger the waves tend to be. Be careful also to not assume the wind and waves are coming from the same direction as the wind is constantly changing.

Did you know that the word "yacht" comes from the Dutch word "yaghen" meaning to hunt, chase or pursue?

You probably know that a sailboat moves on the water because of the wind, but do you know how? There are three elements that cause a sailboat to move forward:

- Your weight in the boat controls balance.
- The sails control propulsion.
- The rudder controls direction.

When you move around in a sailboat you change the balance, and balance affects how well your boat sails. Generally, you want your boat to be flat in the water. Your sailboat is sensitive to sudden movements, so move carefully.

Propulsion is the wind pushing on the sails. Without a centreboard or daggerboard, the wind will push your boat sideways. As soon as you put your board down in the water your boat will move forward. This is because it pushes the

opposite way as the wind on the sails. Think about when you squeeze a tube of toothpaste and it comes out the end of the tube. The opposite pressures cause forward motion. This is the same thing that happens in your boat. You can sail in any direction as long as it is not directly into the wind.

By moving the tiller, which controls the rudder, you can steer your boat. It has the same function as the steering wheel in a car, except when you push your tiller one way the boat goes in the opposite direction. It won't take long to perfect this skill.

With practice you will soon understand how these three forces work together.

Rigging a Sailboat

The best way to learn how to rig a sailboat is to rig a sailboat, so the information in this section is very basic. Use this checklist as a guide when rigging your boat. The first thing you do is check to ensure you have the following equipment:

- Sailboat with mast stepped
- Sails and sheets
- Rudder and tiller
- Daggerboard, if required
- One paddle or an anchor with not less than 15 m of rope
- One buoyant heaving line of not less than 15 m in length
- Bailer
- Sound signal
- Personal Flotation Device (PFD) for each crew member

Some equipment is needed to sail the boat, and some equipment is for safety. All sailboats are required by law to carry safety equipment, including paddles, bailer, sound signal, and PFDs. This meets the Canadian Coast Guard regulations regarding the type of boat that you sail. Because sail instructors conduct all Sea Cadet sail training, they will usually carry the paddles, bailer, and sound signal in their safety boat for you. For further information, look at the Canadian Coast Guard Safe Boating Guide.



There is a logical order to follow when rigging a boat and it is important to do these steps in sequence:

1. Gather equipment ensuring numbers all match.
2. Position boat bow into the wind.
3. If boat is on shore, avoid standing in the cockpit.
4. Fit sail battens.
5. Bend on sails.
6. Attach halyards.
7. Hoist jib sail first.
8. Ensure boat is head to wind, then hoist the mainsail.
9. Secure halyards and coil excess line.
10. Attach sheets.
11. Fit rudder and tiller.
12. Ensure centreboard is secured in the upright position (if on shore).

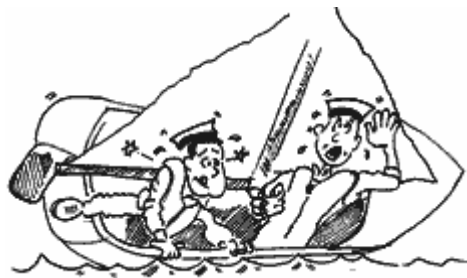
After you have finished sailing, you will probably be asked to derig your boat. Follow these steps:

1. Lower and remove sails.
2. Remove and stow rudder and tiller.
3. Secure the boom and centreboard (where applicable).

Once you have derigged your boat, you will have a pile of sails to put away. Don't just stuff them in the sailbag, as there is actually a specific method for folding and bagging sails:

- Remove battens (if removable) and place in sail bag.
- Lay the sail flat, so as free of wrinkles.
- Ensure sail is clean and dry.
- Start at foot and fold up to square off foot.
- Fold remaining sail down in a zigzag fashion so that each fold stacks on top of the last.
- Roll or fold the stack loosely beginning at the luff.
- Place in bag with sheets or leave sheets outside bag if wet.

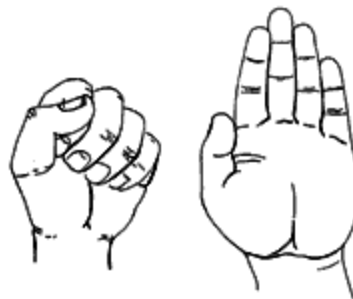
Finally, before you head out on the water, it is important to properly secure your gear. If you are carrying your own safety equipment, tie your paddles and bailer to the boat and attach your sound signal (whistle) to your PFD. Coil all lines neatly to avoid tangling in the event of a capsize. Did we say capsize? Don't worry, capsizes are a normal part of sailing and nothing to fear. With knowledge and practice, you will find capsizing a "breeze" (some breezes are stronger than others!). One of the first sailing lessons you will learn is how to self-rescue in the event of capsize, so prepare to get wet!



Capsize Procedures

Unless you're doing it for practice, capsize usually comes as a surprise. One minute you're sailing along and the next minute you're in the "drink". Having been caught off guard, it's important to stay calm.

The first thing to do is check yourself. Make sure that you are not injured or caught up in the rigging. Next, check your crew for the same. It is important that you both stay with the boat. Never leave your boat and attempt to swim to shore, or for help. You are the most visible to rescuers if you stay with your boat. Should you require assistance, an open hand indicates that you need help. A closed fist means you are okay.



By following these steps you will have your boat righted in no time at all:

1. Check yourself, check your crew.
2. If any sheets are cleated, release them.
3. Skipper swims to centreboard and pulls it all the way out, crew swims to bow and brings the boat head to wind.
4. Skipper climbs onto the end of the board and leans back to right the boat, crew holds the bow head to wind.
5. Skipper climbs into boat over transom and helps crew in.

At this point your boat is probably full of water. Using the bailer you tied into your boat, and the automatic bailer, sail off to drain the water. A sailboat is designed to withstand the rigors of capsize and before long you'll be back sailing.

Sometimes a capsize will result in your boat **turtling**. Normally, in a capsize the boat lies on its side with the mast and sails just under the water, but when we turtle, the mast points straight down and the boat bottom is up. Occasionally, you may even find that you end up under the turtled boat, but don't panic, there is a pocket of air for you to breathe.

If you end up under the hull, make sure you are not caught on anything, take a deep breath and bob under the hull to come up outside the boat. Remember that your PFD will pop you back to the surface.

A turtled boat is a bit more difficult to right. Begin by tossing a jib sheet over the bottom of the hull, behind the daggerboard/centreboard. Next, climb on the hull and pull back against the jib sheet to bring the mast back to a horizontal or capsized position. Often, the assistance of a safety boat is required.

Your First Sail

So, you've learned the parts of the boat, how to rig and derig, and what to do in the event of a capsize. You are now ready for your first sail. This section is designed only to give you some pointers as the best way to learn is by actually sailing.



There will probably be two people in your sailboat. One is known as the skipper and one is the crew. In cadets you might hear the skipper referred to as the coxswain. Each crew member has a specific job to do. The skipper steers the boat, controls the mainsheet and is ultimately responsible for making sure that the boat is handled safely. The crew balances the boat from side-to-side, keeps a lookout for other boats, and handles the jib (on sloops).

The skipper should sit on the windward side of the boat (opposite the boom) about even with the end of the tiller. If you always steer from this position, it's easier to see the sails, to sense changes in the wind, and to avoid becoming disoriented during maneuvers. The crew sits just ahead of the skipper, about even with the centreboard.

When you are first learning to sail, you will probably be assigned as crew in the sailboat. As you gain experience and confidence, you will be given opportunity to act as skipper.

We have already learned about wind direction and the forces that make a boat sail. We know that a boat cannot sail directly into the wind, but how does it sail with the wind? There are specific points of sail that are used to determine where your sails and centreboard are set in your boat. It all depends on where the wind is coming over your boat.

The first time you sail you will probably zoom around all over the place, getting a feel for the boat. Eventually, you will need to refine your skills to sail a specific course or direction. Depending on where the wind is, you will use different points of sail to reach your destination. It's all a matter of how you steer, trim your sails, and handle your boat:

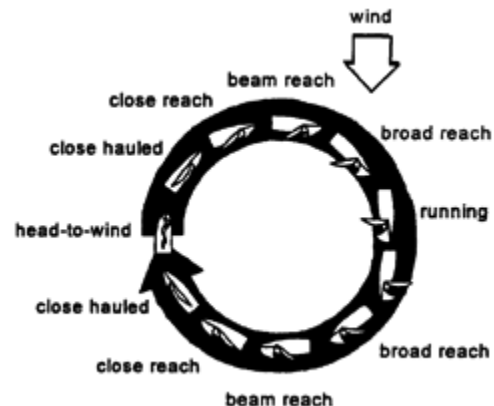
- Running is sailing directly away from the wind. Sails are all the way out; centreboard is all the way up.
- Broad reach is sailing with the wind coming over one corner of the stern. Centreboard is 3/4 up, sails are 3/4 out.
- Beam reach is sailing with the wind coming over the side of the boat. Centreboard is 1/2 up, sails are 1/2 out.
- Close reach is sailing with the wind forward of the beam. Centreboard is 1/4 up, sails are 1/4 out.
- Close hauled is sailing as close to the wind as you can. Centreboard is all the way down, sails are all the way in.

Depending on which side of the boat your boom is on determines which tack you are on. If the boom is on the starboard side, you are on a port tack. If the boom is on the port side, you are on a starboard tack. Except, when you are running, the tack is also determined by which side the wind is coming over. If the wind is coming over the starboard side, port tack, and if the port side, starboard tack.

What happens if you want to change the tack you are on? For example, if you want to sail directly upwind, but you know you can't sail directly into the wind, how do you do it? This is done through a series of maneuvers called coming about or tacking. The act of turning the boat into the wind until the sails refill on the other side. The skipper will push the tiller towards the sail and as the boat passes through the eye of the wind, the skipper and crew will duck under the mainsail and switch sides. By completing a number of tacks, you can reach an upwind destination.

A similar maneuver called a gybe is used to change tacks when sailing downwind. The skipper will pull the tiller away from the sail, and as the stern passes through the wind, the skipper and crew will duck under the mainsail and switch sides. Be very careful with the boom as it can quickly swing from one side to the other and crack unsuspecting crew members in the head.

When you go from one point of sail to the other you will either head up or bear off. Heading up is turning your boat towards the wind, and bearing off is turning your boat away from the wind. As a crew member it is your responsibility to ensure that the sail and centreboard are set correctly each time you head up or bear off to a new point of sail.



Quiz- Fill in the blanks for **capsize procedures**:

1. Check _____, check your _____.
2. If any sheets are _____, release them.
3. Skipper swims to _____ and pulls all the way out, crew swims to _____ and brings the boat head to wind. _____ climbs onto the end of the centreboard and leans back to right the boat, _____ holds the bow head to wind.
4. Skipper climbs into boat over _____ and helps crew in.

5 - Physical Fitness

As learned in first chapter, one of the aims of Sea Cadets is to promote physical fitness. We do this through participation in a program called The Canadian Active Living Challenge. This program is designed to get you involved, and keep you involved, in living a healthy lifestyle.

Active Living. Your Way. Every Day.

Active living means . . .

- Valuing physical activity and making it part of your day.
- Doing activities you find satisfying and fun.
- Being active in ways that suit your routine and your body.

Active living means taking things in stride. . . doing what comes naturally. Skateboarding and swimming. Dancing and karate. Walking, wheeling, or working in the garden. Playing frisbee in the park with your friends.

But active living is more than just living actively. It also involves cooperation and caring, peace and harmony. It means. . .

- Experiencing the simple pleasure of being in motion.
- Reaching out and helping others who wish to be active.
- Living lightly on the land.

Active living means different things to different people, but it has something for everyone.



Your Physical Fitness Level

At the corps, you will participate in the PACER Fitness Assessment, once at the beginning of the year and then again near the end, to record your progress.

Benefits of Physical Fitness

Active living is defined as "a way of life in which physical activity is valued and integrated into daily living". It focuses on the individual, recognizing that everyone is different. It is social, knowing that outside influences affect our choices and opportunities for participation. Lastly, it is inclusive, allowing all Canadians to be active participants.

Active living encompasses the entire physical activity experience. Along with the simple bodily movements of physical activity, active living can engage the 'whole' person.

- Mentally
- Emotionally
- Socially
- Spiritually

Active living contributes to individual well being . . . not just through the 'experience of the moment' but through the knowledge, skills, level of fitness, and feelings of self-esteem that develop over time.

So, what are the benefits of being physically active?

- A positive use of free time. . . FUN!
- Makes you feel better
- Increased independence, especially for people with disabilities and older adults
- Increased opportunities for socializing
- Increased opportunities to learn new activities
- Stronger and more flexible muscles
- Increased energy
- Improved posture
- Sounder sleep
- Stress reduction
- Improved balance/coordination
- Improved digestion
- Maintenance or improvement of body weight and composition
- More efficient heart and increased lung capacity
- Improved academic performance

As with all activities, there are pros and cons. Some points to remember about being physically active include:

- Too much of any one activity could cause an overuse injury to the muscles or bones involved e.g. shin splints may occur in people who constantly run and/or jump on hard surfaces.
- Contact sports expose participants to the possibility of impact injuries e.g. twisted knee in football.
- A person who is compulsively active and does not eat properly could have trouble maintaining a healthy body weight (i.e. they may become too slender).

More importantly, what are the problems with being physically inactive:

- Have more difficulty achieving or maintaining an appropriate body weight
- Get "puffed-out" more easily
- Feel too weak to do things you'd like to do
- Injuries due to inflexible muscles
- No energy to do anything
- Boredom

Aerobic Endurance Muscular Endurance

Brisk Walking	Sailboarding
Running	Kayaking
Cycling	Canoeing
Skating	Rowing
Cross-country skiing	Tennis
Skatboarding	Weight trainning
Non-stop activity play	Baseball
Hiking	Sit-ups and push-ups
Jumping rope	Volleyball
Soccer	Football
Basketball	Gymnastics
Ice hockey	Downhill skiing
Field hockey	Badminton
Dancing	Softball

Snowshoeing	Table tennis
Marching	Goal ball
Wheeling	

Muscular Strength Flexibility

Weightlifting (power)	Dancing
Shot-put	Rhythmic gymnastics
Long jump	Cool-down movements
Pole-vaulting	Figure skating
Hammer throw	Yoga or stretching exercises
Javelin	Gymnastics
High jump	Warm-up movements
Ski jump	Diving
Martial arts	Synchronized swimming

It is obvious that the benefits of physical fitness outweigh the problems, so let's look at different activities to help develop physical fitness

Do you know how much the Stanley Cup weighs? The hockey trophy is silver plated over aluminum and weighs 14.5 kilograms (about 32 pounds).

Personal Fitness Goals

Now that you've found your starting point and understand the objectives of the Canadian Active Living Challenge, it is time to set your own goals. It is important to be honest in setting personal goals. There is not a pass/fail standard and your goals can be changed as needed to accurately reflect your expectations. Ask yourself the following when setting goals:

- What I want to get out of this program is. . .
- What I'm willing to do to reach my goal is. . .
- What will have to change is. . .
- How I will measure my progress is. . .
- I am setting the following goals for myself. . .

You can now set up your own Personal Activity Program. Decide which activities you will do each day of the week. Your corps will help you to set up your program but it is up to you to complete an activity each day. You can use the activities listed, or come up with your own ideas. The important thing is to do something you want to do.



Once you have started your own personal activity program, it is your responsibility to participate on a daily basis. Your corps will have some fitness activities planned, but the day-to-day activities are on your initiative. To measure your progress in the program, complete the Physical Fitness Assessment Form once again and compare the results. Remember that this is not an end point, but only an assessment of your progress.

HOW TO DEVELOP GOALS

“T” is for timing which represents the completion date of the goal. Ask the following questions to the cadets

‘S-M-A-R-T’ goals:

Specific: What specific activity can you do to help you reach your goal? Your goal should be concise and

focused on one specific outcome (your goal cannot be too vague).

Measurable: How will you measure the achievement of the goal? What will you feel when the goal is achieved?

Achievable: What might hinder you as you progress toward the goal? What resources can you call upon?

Relevant: What will you get out of this?

Timing: When will you achieve this goal? What will be your first step?

EXAMPLE OF AN ACTIVITY PLAN

Goal: To be able to run for 20 minutes.

Specific: I want to be able to run for 20 minutes continuously.

Measurable: I will keep track of my running progress every week. When the goal is completed, I will feel great for achieving my goal.

Achievable: Possible hindrances – weather, injuries. No resources are needed for this goal because I can run outside.

Relevant: I will improve my cardiovascular fitness and endurance.

Timing: I will achieve this goal in 11 weeks by continuously walking and running for a total of 20 minutes, until I can run for 20 minutes straight.

ACTIVITY SCHEDULE

Week 1. Run 1 minute, walk 1 minute continuously for 20 minutes, 3 x per week.

Week 2. Run 2 minutes, walk 1 minute, continuously for 20 minutes, 3 x per week.

Week 3. Run 3 minutes, walk 1 minute, continuously for 20 minutes, 3 x per week.

Etc.,etc.... until

Week 10. Run 10 minutes, walk 1 minute, continuously for 20 minutes, 3 x per week.

Week 11. Run for 20 minutes continuously.

Conclusion

Although your corps will help, you are ultimately responsible for achieving the program you have set-up. With hard work and dedication you can meet the challenge. Congratulations on your commitment to live your life to its fullest!

6 - Canadian Citizenship

One of the aims of the Sea Cadet program is developing citizenship. What exactly does this mean? Being a good citizen is being an active member of your town or city by volunteering in activities that benefit the community. There are always community projects to be completed, which rely on the help of volunteers. Your corps will ask you to help with many different activities. As a Sea Cadet you are expected to participate enthusiastically. It can be lots of fun!



Community Service

Maybe a service group needs your help to provide assistance to less privileged members of the community. Service groups are dedicated to providing help to the less fortunate, raising funds for research, and providing medical treatment. Volunteer work is rewarding and will leave you feeling good about helping out.

Here are some volunteer ideas:

- Canvas for the HEART AND STROKE FOUNDATION.
- Volunteer at your local food bank for an afternoon.
- Collect non-perishable food to donate to your food bank.
- Teach someone to read.

Did you know that the Order of Canada was established on July 1, 1967, Canada's 100th birthday? It honours Canadians who have made outstanding contributions at the international, national, or local level.

In addition to be a good citizen, what does it mean to be a Canadian citizen? We live in one of the best countries in the world. Canadians enjoy a high standard of living with many rights and privileges. We have excellent health care, education, and employment opportunities.

What are our expectations of you as a good Canadian citizen?

- Be loyal to Canada.
- Obey Canada's laws.
- Respect the rights of others.
- Respect private and public property.
- Care for Canada's heritage.
- Support Canada's ideals.

CANADIAN SYMBOLS



Canadian Coat of Arms

His Majesty King George V appointed the Canadian Coat of Arms to Canada in the court of Buckingham Palace on 21 November 1921.

Canadian Heritage Website, www.canadianheritage.gc.ca

Test your knowledge of Canadian symbols:

What Am I?



Notes about me:



Notes about me:



Notes about me:



Notes about me:



Notes about me:



Notes about me:



Notes about me:

NAME SIX COMMUNITY SERVICE GROUPS OFTEN FOUND IN CANADIAN COMMUNITIES:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

REMEMBRANCE DAY OBSERVANCES

Every 11th of November Remembrance Day is held to commemorate Canadians who died in the First and Second World Wars and the Korean War. The first Remembrance Day, originally called Armistice Day, was conducted throughout the Commonwealth in 1919. The day commemorated the end of the First World War, on Monday, November 11, 1918 at 11 a.m., the eleventh hour of the eleventh day of the eleventh month. The symbol of Remembrance Day is the poppy, popularized by LCol John McCrae's poem *In Flander's Fields*.

BATTLE OF THE ATLANTIC (NAVY)

The greatest battle the Royal Canadian Navy (RCN) fought during WWII was the Battle of the Atlantic. Winning this battle was of vital importance to the war effort in order to resupply the battlefields. The freedom of the oceans was also vital to the survival of Britain. If the allies ever hoped to invade mainland Europe and defeat Hitler's armies, they needed Britain as a staging ground, and would require more men, food and equipment. The supply lines across the Atlantic from North America to the United Kingdom became increasingly more important. It was a fight to the death against a highly trained enemy for supremacy of the Atlantic Ocean. It involved tens of thousands of ships and hundreds of thousands of sailors.

The Battle of the Atlantic was the longest battle of WWII, and was fought from September 1939 to May 1945. Canada's navy began WWII with 13 vessels and 1819 personnel, and ended it with the third largest navy in the world. At war's end, the RCN had over 600 ships and over 90 000 members, including 6 500 women who served in the Women's Royal Canadian Naval Services ("WRENS"). The RCN lost over 2000 sailors and 32 ships, and more than 300 sailors were wounded.

The contribution of the merchant navy was also significant. When the war began, Canada had 38 oceangoing merchant vessels of 1000 tons or more and 1450 merchant crewmen. Over 400 merchant ships were built in Canada during the war, and Canada finished the war with the fourth largest merchant navy in the world. Approximately 1600 Canadian merchant seamen died. Escort of merchant ship convoys was the RCN's chief responsibility during the Battle of the Atlantic. By mid-1942, the RCN, with support from the Royal Canadian Air Force (RCAF), was providing nearly half the convoy escorts, and eventually carried out the lion's share of escort duty. In the raging ocean storms, bitter cold and ice packs of the North Atlantic more than 25 000 merchant ship voyages were made over the duration of the war. During the 2060 days of war the convoys provided 90 000 tons of war supplies a day to the battlefields of Europe. Success came at a great cost in human lives, lost ships and cargo, and as a result of tremendous courage and determination.

The most intense phase of the Battle of the Atlantic occurred during 1941-1943.

The Battle of the Atlantic is honoured on the first Sunday in May, at locations across Canada.

BATTLE OF BRITAIN (AIR)

The Battle of Britain parade is held in September each year to commemorate the Battle of Britain and honour the members of the Air Force who died in this battle and others. The Battle of Britain was entirely an air battle and was one of the most decisive battles in all history. During the autumn of 1940, the Commonwealth Air Forces defeated the German Luftwaffe. It is believed that Great Britain would have been invaded had the Battle of Britain been lost. The Royal Canadian Air Force is proud of the active part it played in the historic battle.

Conclusion

To be a good citizen you have to make an effort. You must care not only for yourself, but also for your family and for society. Good citizenship demands participation, involvement and contribution. A good citizen will strive to make a worthwhile contribution that benefits the country as a whole and not just themselves.



7 - Teamwork / Leadership

Positive Social Relations for Youth

Harassment and abuse is not tolerated or accepted in our program. As a Sea Cadet you have rights and responsibilities with regard to harassment and abuse, and to work to prevent problems through conflict resolution. This is outlined in the Positive Social Relations for Youth (PSRY) program. Part of being a Sea Cadet involves taking part in this training and knowing what your rights and responsibilities are.

There are officers at your Corps and Sea Cadet Summer Training Centre that are specially trained to help answer your questions or assist you with difficult situations. These are called Unit Cadet Conflict Management Advisors (UCCMA).

RIGHTS AND RESPONSIBILITIES OF CADETS

As a cadet I have the right to:

- be treated fairly and with respect
- belong
- feel safe
- be included
- learn
- seek help
- be heard
- make decisions
- be protected from emotional, physical and sexual abuse and all forms of harassment
- use the law
- say “No” to unwelcome Behaviour

As a cadet I have the responsibility to:

- treat others with respect
- not exclude anyone
- help protect others
- respect personal boundaries; honour “No’s”
- tell the truth
- listen
- not dominate others
- not misuse my power
- control my anger
- not harass anyone
- not abuse anyone
- get help if I need it

RIGHTS RESPONSIBILITIES

KIDS HELP LINE 1-800-668-6868

DND CF HARASSMENT HELP LINE 1-800-290-1019

PARTICIPATE AS A MEMBER OF A TEAM

- RESPECT THE LEADER AND OTHER TEAM MEMBERS

The ability to work with other people in a team is a useful skill. A sincere respect for other people is a great asset. In order to be an effective team member one must respect what the leader is asking the team to do. It is also important to respect the opinion and views of the other members of the team.

- COOPERATE WITH OTHERS

In order for the team to effectively and efficiently achieve an objective the members must cooperate. Through cooperation a great deal more can be achieved than by working alone.

- ADMIT MISTAKES AND LEARN FROM EXPERIENCE

In a team setting one must be able to admit when they are wrong and learn from the mistake. This will make the team stronger and create a better outcome.

- ACCEPT CONSTRUCTIVE CRITICISM

Constructive criticism is observations or thoughts about ways to improve the manner in which a task was completed. Leaders will often provide constructive criticism to members of the team. This criticism is given to assist individuals develop as team member and eventually become leaders. Members must learn to take this criticism and use it in a beneficial way.

QUESTIONS

Q1. What is constructive criticism?

Q2. What does it mean to admit mistakes and learn from experience?

Q3. Why is it important to respect the leader and other team members?

Five Responsibilities of a Follower in a Team

- ASSUME RESPONSIBILITY

Team members should be prepared to assume responsibility when needed. The team leader will often delegate duties to team members and rely on these members to be prepared and willing to take on the responsibility.

- BE HONEST

Team members must be honest with others in the team. Most people will believe and want to work with someone they trust. Honesty is an important characteristic of a good follower. In order to complete objectives, team members must trust each other and be honest.

- ACCEPT OTHER TEAM MEMBERS FOR WHO THEY ARE

It is important to be sensitive to other people’s wants and needs and to changes in these wants and needs. Acceptance and understanding of individual differences will allow the group to communicate and cooperate.

- KNOW THE JOB AND BE PREPARED

A good follower needs to be knowledgeable about the group’s goals. An effective follower should be organized and prepared.

- COMMUNICATE CLEARLY WITH OTHERS

A follower must be able to understand and communicate with the leader and other team members.

Communication works in two directions, listening and speaking. The ability to listen to others is essential in receiving correct information and implementing the strategy outlined for the team.

SELF-ESTEEM

Self-esteem encompasses how people view themselves. This includes, but is not limited to:

- how much individuals like themselves;
- how valuable they feel they are; and
- how comfortable they are with themselves.

SELF-CONFIDENCE

Self-confidence encompasses how individuals portray themselves. It is a major factor that can influence ones ability to perform within specific situations. By having high self-esteem, a strong level of self-confidence can be developed.

GOAL MAPPING

Goal mapping is an activity that allows people to recognize their personal motivations. Setting goals that can be achieved both in the short and long terms are beneficial to both the individual and the team. The more aware people are of others, their habits and desires, the more successful they can be in creating stronger team energy.

Q1. Why are self-esteem and self-confidence important factors in effective team building and leadership?

Q2. How can a goal mapping exercise be effective in planning short- and long-term goals?

Q3. How can goal mapping be a useful tool with respect to effective teams and leadership?

CHARACTERISTICS OF A SUCCESSFUL TEAM

Communication. Clear communication is essential to an effective team. Team members must feel comfortable sharing ideas and concerns with each other and the leader.

Mutual Cooperation and Support. It is hard to be innovative when you are not sure how others will react to your ideas. Team members must be aware that even if people disagree the objection is to the idea, not to the person presenting it. Members of a team must have the right to a certain level of trust that precludes backstabbing, gossip, and negative behaviours aimed solely at making someone look bad.

Share a Common Goal. When a team understands the purpose for a task they have a heightened motivation to work together towards the completion of it.

High Esprit de Corps. When each member of the team has a sense of pride and belonging to the team, it is more likely they will want to be part of the team. This sense of belonging will enable the group to become more cohesive and willing to work together to accomplish the task.

ADVANTAGES OF EFFECTIVE TEAMWORK

Includes Everyone and Ensures a Better Outcome. In a team setting people feel that their contributions are valuable. A

strong group performance is generated from strong individual efforts. When many individuals are working together to accomplish a task, different ideas and opinions mesh together to provide a sound outcome.

Tasks Are Easier When More People Are Involved. When the responsibility and workload are shared among the team members and the team works together to ensure everyone stays on track, the team will offer support to those who need it.

Increases and Develops Communication. Teamwork is an opportunity for people to interact in new ways by forming relationships and communicating with new people.

Communication is the key to ensuring members are carrying out their role in accomplishing the task.

COMMUNICATION

Effective communication skills are key to any successful group or team and are an important factor in becoming an effective leader. A leader who can communicate effectively with the team will move the team towards a positive outcome.

Communication works in both directions. When one person is delivering a message, the team members must be listening to ensure they receive the message correctly. Part of becoming a leader is developing good listening skills. Team members should feel comfortable enough to bring forth ideas to the leader and feel that their idea are heard and taken into account.

SELF ESTEEM SCALE

To get a sense of your level of self-esteem, place a check mark on the scale on the activity below which best describes you. For example, if you are more likely to act toward the item on the right, then the x would be placed closer to the right, and vice versa.

Throughout the year, feel free to revisit this scale and use it as a tool to monitor how your self-esteem in different areas may change.

	5	4	3	2	1	
Make your own decisions?	-----					Let others make them for you?
Look for answers to problems?	-----					Let problems defeat you?
Take risks?	-----					Play it safe?
Control your moods and thoughts yourself?	-----					Let someone else's bad mood get you down?
Feel exhilarated when you work hard?	-----					Feel as if you haven't accomplished anything, when you work hard?
Accept responsibility?	-----					Make excuses, find fault, lay blame
Measure yourself against your own standards?	-----					Measure yourself against other's standards?
Speak up, set limits, voice your thoughts honestly?	-----					Swallow your opinions, your thoughts, your wishes?
Stand straight and look people in the eye?	-----					Slouch, with downcast eyes, looking sideways at people?
Respond flexibly to changing circumstances?	-----					Hold on to what you've always done and thought because it's easy and comfortable.
Feel self-confident and self-assured?	-----					Feel shy, nervous, and awkward?

8 - The Canadian Navy

“The Sea Element of the Canadian Forces”

The current resources of the Canadian Navy include:

- twelve Halifax class Canadian Patrol Frigates (CPFs) (multipurpose);
- three Iroquois class Destroyers (DDGs) (air defence and antisubmarine);
- two Protecteur class Auxiliary Oil Replenishers (AORs) (replenishment);
- twelve Kingston class Maritime Coastal Defence Vessels (MCDVs) (coastal surveillance and mine counter measures);
- four Victoria class submarines;
- aircraft – CH-124 Sea King helicopters and CP-140 Aurora long-range patrol planes (though they are operated by Air Force personnel, they act in support of naval operations); and
- miscellaneous auxiliary vessels (firefighting vessels, tugboats, diving tenders, etc.).

The Canadian Navy also makes use of 24 Naval Reserve Divisions across Canada.

The Halifax class Canadian Patrol Frigates include:

- Her Majesty's Canadian Ship (HMCS) Halifax 330
- HMCS Vancouver 331
- HMCS Ville De Québec 332
- HMCS Toronto 333
- HMCS Regina 334
- HMCS Calgary 335
- HMCS Montréal 336
- HMCS Fredericton 337
- HMCS Winnipeg 338
- HMCS Charlottetown 339
- HMCS St. John's 340
- HMCS Ottawa 341



Figure 9-1-1 HMCS Ottawa 341

The Iroquois class Destroyers include:

- HMCS Iroquois 280
- HMCS Athabaskan 282 and
- HMCS Algonquin 283

http://www.navy.forces.gc.ca/iroquois/about/ship_about_e.asp

Figure 9-1-2 HMCS Iroquois 280



The Protecteur class includes:

- HMCS Preserver 510; and
- HMCS Protecteur 509.



http://www.navy.forces.gc.ca/preserver/gallery/ship_gallery_e.asp?x=1&page=9
Figure 9-1-3 HMCS Preserver 510

The Kingston class Coastal Defence Vessels include:

- HMCS Kingston 700
- HMCS Glace Bay 701
- HMCS Nanaimo 702
- HMCS Edmonton 703
- HMCS Shawinigan 704
- HMCS Whitehorse 705
- HMCS Yellowknife 706
- HMCS Goose Bay 707
- HMCS Moncton 708
- HMCS Saskatoon 709
- HMCS Brandon 710
- HMCS Summerside 711



http://www.navy.forces.gc.ca/brandon/about/ship_about_e.asp
Figure 9-1-4 HMCS Brandon 710

The Victoria class submarines include:

- HMCS Victoria 876
- HMCS Windsor 877
- HMCS Corner Brook 878
- HMCS Chicoutimi 879



http://www.navy.forces.gc.ca/victoria/gallery/ship_gallery_e.asp?x=1&page=13
Figure 9-1-5 HMCS Victoria 876

Sea King Helicopter



http://www.airforce.gc.ca/equip/ch-124/seaking2_e.asp
Figure 9-1-6 CH-124 Sea King Helicopter

Aurora



http://www.airforce.gc.ca/equip/CP-140/aurora1_e.asp
Figure 9-1-7 CP-140 Aurora

Visit the Canadian Navy Website at www.navy.gc.ca for the most up to date information on the fleet and its supporting aircraft.

CANADIAN NAVY PARTICIPATION IN WORLD ORGANIZATIONS

Operations that the Canadian Navy participates in include: North American Treaty Organization (NATO); the United Nations (UN); other international missions working in cooperation with other international navies; and protection of Canadian coasts and Canadian controlled waters and other domestic needs.

CURRENT CANADIAN NAVY OPERATIONS

Current operations that the Canadian Navy is involved in include:

NATO: It currently consists of 26 countries from North America and Europe. Its primary function is to safeguard the freedom of member countries, based on the principles of democracy, individual liberty and international law. Canada has maintained a vessel in the Standing Naval Force Atlantic since its inception.

UN deployments:

The UN is an international organization that describes itself as a "global association of governments facilitating co-operation in international law, international security, economic development, and social equity." It was founded in 1945 at the

signing of the United Nations Charter by 51 countries, replacing The League of Nations which was founded in 1919. Peacekeeping operations began in 1948 with the first mission to the Middle East.

Some recent UN operations include:

Iraq and Kuwait; Golan Heights; Yugoslavia and the Balkans; Rwanda; Haiti; and Ethiopia, Eritrea.

Canada is the only member country of the UN to have committed personnel to every UN operation; As of 2006 there have been 92 missions.

CIVILIAN MARITIME COMMUNITY

Types of civilian vessels that can be found in Canadian waters include: cargo vessels (e.g. bulk carriers, container vessels, Roll-On/Roll-Off [RORO] vessels, lakers [used for transportation on the Great Lakes], and liquid food product carriers); tankers (e.g. crude oil carriers, Liquid Natural Gas [LNG] tankers, bulk ore carriers, chemical tankers); passenger vessels (e.g. cruise ships, ferries, river boats, yachts); fishing vessels (e.g. trawlers, seiners, factory ships); government services (e.g. ice breakers, buoy tenders, fisheries and customs patrols); research vessels (e.g. oceanographic research, hydrographic survey vessels); support vessels (e.g. tugs, firefighting vessels, heavy lift ships, barges, floating cranes); and offshore oilfield development vessels (e.g. production, storage and offloading vessels, supply vessels, anchor handling, drill ships).

Navy: Part of The Canadian Forces

THE CANADIAN FORCES INCEPTION

The first small steps to form the Canadian Forces might be considered to be established in 1868 when Canada's Department of Militia and Defence was established with a budget of \$900 000, taking over from provincial or Canadian militias, which were disbanded by 1869. At the time the intention was to create a militia force to support the British troops in Canada to drive out any invading force. However, in the fall of 1871 the British troops were withdrawn from Canada, leading to Canada taking moderate steps in producing its own forces.

The country established two field artillery batteries to protect Quebec City and Kingston. Thus the regular army began its formation. This was expanded in 1883 when the first cavalry school corps (Royal Canadian Dragoons) was established in Quebec City followed by infantry corps (Royal Canadian Regiment) in Fredericton, Saint John and Toronto. In 1964, Defence Minister Paul Hellyer tabled a white paper in Parliament, which concluded that a unified command structure – one which amalgamated the Navy, Army and Air forces – would better serve Canadian interests. The modern Canadian Forces was formed on February 1st, 1968 when Bill C-243, The Canadian Forces Reorganization Act, became law. At this time the Canadian government merged the Royal Canadian Navy, the Canadian Army and the Royal Canadian Air Force into a unified structure. Canada remains one of the few developed countries in the world to organize its military forces like this. The integration of the Canadian Forces continued in 2005 when the CDS, General R.J. Hillier, announced an initiative to introduce a joint force

management structure in the Canadian Forces to make them more "streamlined, integrated and effective."

3 BRANCHES OF THE CANADIAN FORCES

NAVY

The Canadian Navy first came into being on 4 May 1910 with the passing of the Navy Bill of 1910.

Currently the Canadian Navy consists of three headquarters: MARLANT (Maritime Forces Atlantic) – Halifax; MARPAC (Maritime Forces Pacific) – Esquimalt; and NAVRES (Naval Reserve) – Quebec City.

LAND

The land branch of the Canadian Forces consists of three components: Regular Force; Reserve Force; and Canadian Rangers.

AIR FORCE

At the outbreak of WWI Canada had no air force. In 1914 Canada sent the Canadian Aviation Corps, made up of three personnel and one American built Burgess-Dunne biplane to accompany the First Contingent overseas. This can be considered the first modest attempt at the formation of Canada's air force.

Currently the Canadian Air Force consists of 13 wings spread out across Canada.

MISSION AND OBJECTIVES OF THE CF

The mission of the Department of National Defence and the Canadian Forces is to defend Canada, its interests and its values, while contributing to international peace and security. Under Canadian defence policy, the Canadian Forces are called upon to fill three major roles:

1. Protecting Canada.
2. Defending North America in cooperation with the United States of America.
3. Contributing to peace and international security.

QUESTIONS

- Q1. Name one of the roles of the CF.
Q2. Where are the maritime forces located?
Q3. In what year did the Royal Canadian Air Force originate?

The CF functions in a joint capacity for many of its international commitments. However, each element has a distinct set of responsibilities:

NAVY

- Surveillance and control of Canadian waters.
- Support of army and air force operations.
- Support to other government departments (fisheries, search and rescue, drug enforcement, environment).
- NATO deployments.
- Humanitarian operations including disaster relief (food and medical relief, and personal and technical aide).

ARMY

- National defence.
- Canada/US defence of North America (NORAD).
- Contribution to peacekeeping missions.
- Civil defence.
- Humanitarian operations including disaster relief.

AIR FORCE

- Surveillance and control of Canadian airspace.
- World wide airlift of CF personnel and material.
- Support operations of the army and navy.
- Support to other government departments.
- Search and rescue.
- Humanitarian operations including disaster relief.

QUESTIONS

- Q1. What role is common to all three elements?
Q2. Which two elements have search and rescue as one of their principal roles?
Q3. What is meant by humanitarian operations?

9 - Ropework

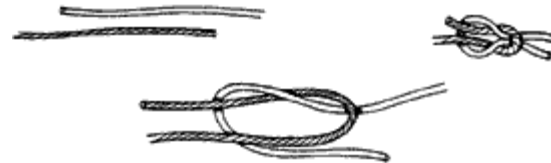
Seamanship is an important part of Sea Cadet training and it all begins with basic knots.

A knot is: Used for anything that is not a bend, splice or hitch.

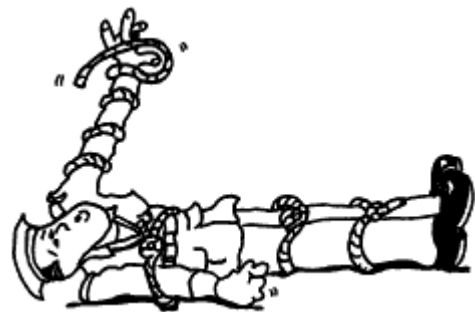
A hitch is: Used to secure a rope to a spar, ring or hook.

A bend is: Used to join two ropes together.

You can practice knots, hitches and bends anywhere. All you need is a piece of line and patience, so get some rope and let's get started!



A Reef Knot is used to tie two ropes of equal thickness together. It is the standard knot for reefing a sail.



A Figure Eight Knot is a stopper knot that prevents the end of a rope from sliding back through a block or fairlead. It may be used in the end of jib and main sheets.



A Sheet Bend ties two ropes of unequal thickness together. It may be used in sailing to secure the main halyard to the clew outhaul when de rigging or it may be used to secure the forestay to the bow deck plate.



• A Clove Hitch secures a rope to a rail or a spar (remember a spar is a pole). It may be used during a single tow when the line is attached to the mast.



Did you know that in the days of sailing ships the mark of a good seaman was his ability to work with rope? With the passing of the tall-masted sailing ships, the amount of rope required onboard vessels today is greatly reduced.

- A Rolling Hitch secures a smaller rope to a larger rope or spar. It may be used for attaching a painter or bow line to a tow line when more than one boat is being towed or to hang some object from a vertical rope or spar.



A Marling Hitch lashes long bundles such as sails, hammocks, and awnings. It may be used for securing a mainsail to the boom for temporary storage.



A Round Turn and Two Half Hitches secures a heavy load to a spar, ring, or shackles. It may be used to tie the bow line of a boat to a ring on a dock.



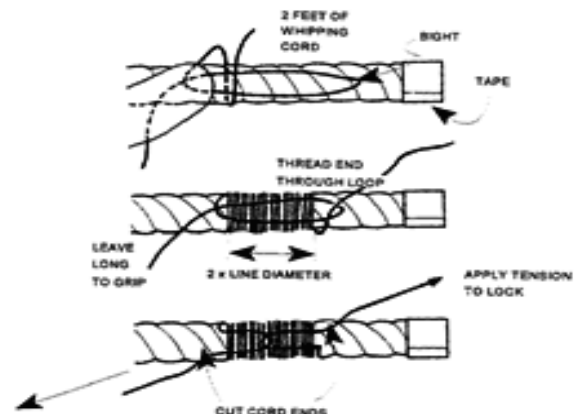
A Bowline makes a non-slip loop in the end of a line. It may be used for attaching sheets or halyards to sails or it may be used as a rescue knot that could be thrown to someone who needs a lifeline.



Common Whipping

A whipping is used on the end of a line to prevent it from becoming unlaidd or frayed. The steps are as follows:

- Hold the line in the left hand, the end to be whipped sticking out in front. Have a piece of whipping twine ready.
- Lay the twine on the line so that the loop end is even with the end of the line and hold the other end under the thumb where the whipping will start (this is called the bight).
- Wind the cord tightly around the bight to a length of twice the line diameter.
- Pass the cord end on the last turn up through the bight loop and slowly pull both cord ends.
- When the bight (or slack) moves to the centre, the new loop will be locked at the centre and both ends of the cord can be trimmed off.
- Trim the line half a line diameter from the end of the whipping and heat seal if the line is nylon or polypropylene.





Conclusion

Mastering the basics of knots, bends, and hitches is the first step in developing good seamanship skills. You should be proud of the skills and abilities you have acquired. They form the foundation of all seamanship training to come.

Test your seamanship knowledge by answering the following questions:

1. **Draw a line to match the term to the correct definition:**

Knot	Used to secure a rope to a spar, ring or hook.
Hitch	A term for anything that is not a bend, splice or hitch.
Bend	Used to join two ropes together.

2. Answer **true or false** to the following statements:

- A Figure Eight knot is used to join two ropes of equal thickness.
True False
- A Reef knot is a stopper knot.
True False
- A Sheet Bend ties two ropes of unequal thickness together.
True False
- A Clove Hitch secures a rope to a rail or spar.
True False
- A Bowline is used on the end of a line to prevent it from becoming unlaidd or frayed.
True False
- A Common whipping makes a non-slip loop in the end of a line.
True False

10 - Naval Communication

Ship's Terms Commonly used at the corps:

Gash/Gash Can - Garbage or a garbage can.

Stand Easy - A break.

Secure - To close up, put away gear.

Head(s) - Toilet(s).

Duty Watch - A division that is selected on a rotational basis that is responsible for corps preparation and cleanup.



Scran Locker - Lost and found.

Out Pipes - The commencement of classes or the end of stand easy.

Pipe - Sound produced from a boatswain's call. The notes played have a specific meaning/message.

Colours - The ceremony of hoisting the national colours, usually in the morning or at the beginning of the training day.

Liberty Boat - When all personnel are dismissed for the day and may go ashore.

Bulkhead - A wall.

Deckhead - The ceiling of a ship.

Deck - A floor.

Ship's Company - The complement of a ship (this would include a sea cadet corps).

Sunset - The ceremony of lowering the national colours at the end of the training day.

Gangway - Any recognized entrance, passageway, or traffic route within a ship.

Captain - The Commanding Officer (CO).

Runner / Messenger - The person that is used to pass messages from the Main Deck to the Commanding Officer or Officer of the Day.

Canteen - The ships store

Galley - The ship's kitchen.

Boatswain's Stores - A storeroom for cleaning gear.

Pipe Down - An order meaning to keep quiet.

Kye - A hot chocolate drink or snack.

Coxswain - The senior petty officer on a ship/most senior cadet position.

Stand Fast - Stop moving, (Stand Still).

Belay - To make fast a rope, or to cancel an order.

Aye Aye, Sir/Ma'am - Order understood and will obey, an appropriate response to an order from an officer.

Port - Left side of the ship.

Starboard - Right side of the ship.

Ship's Office - Administration Office.

Brow - Entrance/exit of ship where personnel must salute as they come aboard or go ashore.

Ship's Log - A logbook that keeps track of the ship's routine.

Quartermaster - At sea, the quartermaster is the master seaman, leading seaman or able seaman who is the helmsman. In harbour, the quartermaster is the senior member of the gangway staff and is responsible for supervising the boatswain's mate and the security of the brow. At a corps, the quartermaster is usually responsible for greeting guests and filling in the logbook.

11 – Boatswain Call

How to Sound Pipes

The expression to pipe generally means, to make the sound on the Boatswain's Call and to give the spoken order, which it may qualify. Most pipes, however, are orders in themselves and do not require any verbal addition.



A variety of notes and tones may be obtained with the Boatswain's Call by manipulating the fingers and varying the breath blown into the mouth of the gun, but certain notes and tones are only used in piping in the Canadian Navy.

Holding the Boatswain's Call:

- Hold in the right hand between the index finger and thumb.
- The thumb should be on near the shackle.
- The side of the buoy rests against the palm of the hand, and the fingers close over the gun and buoy hole in such a position as to be able to control the exit of air from the buoy to the desired amount. Care must be taken that the fingers do not touch the edge of the hole in the buoy or of the hole in the end of the gun, otherwise all sound will be completely choked.

The Two Main Notes:

- Low Note - produced by blowing steadily into the mouth of the gun with the hole of the buoy unobstructed by the fingers.



- High Note - produced by controlling the exit of air from the hole of the buoy, which is done by closing the fingers around the buoy, taking care not to touch the edges of the hole or the end of the gun.



TYPES OF PIPES

The General Call is broken into two sections, separated by a very short pause in sound. The General Call begins with a quick low to high note, combined, lasting approximately one second. After this, a short low note will be followed by a three-second high note back to a low note. This pipe will last a total of four seconds.

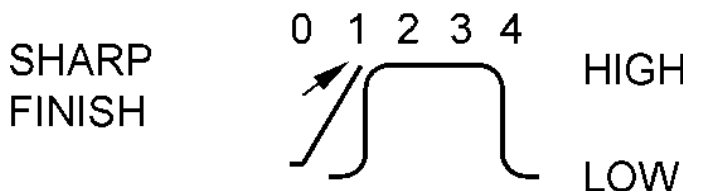
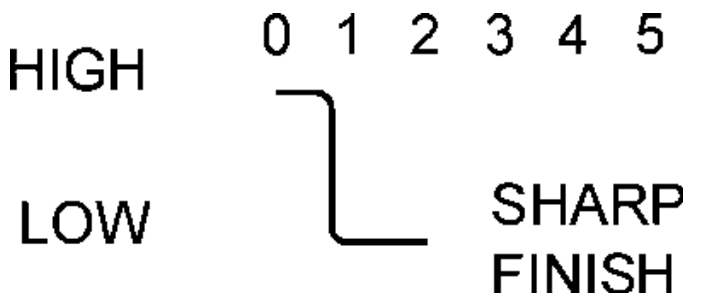


Figure 11-2-1 General Call Notes

The Carry On consists of half a second high note followed by a two-second low note.



The **Still** consists of an eight-second high note. Although this call is simple it is often difficult to maintain breath for the entire eight seconds.

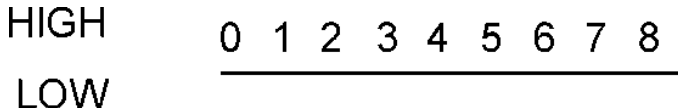


Figure 11-2-3 Still Note

PURPOSE OF EACH PIPE

Pipes have been used for many years aboard naval ships. They are still currently in use today to gain the attention of a ship’s crew or to pass on instructions to crewmembers. Each pipe has specific purposes as well as specific reasons for their usage. The following are the purposes for those pipes, which are familiar to most sea cadet units.

General Call

Purpose: The General Call is used to gain the attention of the ship’s company before passing an order.

Still

Purpose: The Still is used to pipe all hands to attention as a mark of respect, to order silence on occasions

such as rounds, colours and sunset, or to stop all work in the vicinity in order to prevent an accident.

Carry On

Purpose: The Carry On is piped after the reason for the Still is completed.

12 – Ring the Ships Bell

BRIEF HISTORY

The ship’s bell bears the name of the ship and the date of her launching. Unless the ship’s bell is damaged, it remains with the ship until she is sold or broken up, at which point it will either be presented to some public body or offered for sale. If offered for sale, preference will be given to anyone who served in the ship.



DEMONSTRATE HOW TO RING THE SHIP’S BELL

The bell is rung with two strokes of the clapper in quick succession, followed by a one-second pause between rings.

For example, five bells will sound “ding-ding”, pause, “ding-ding”, pause, “ding”. This is done to make it easier to count the number.

On the hour, the bells are rung in even numbers; on the half hour the bells are rung in odd numbers as follows:

eight bells	0800
one bell	0830
two bells	0900
three bells	0930
four bells	1000
five bells	1030
six bells	1100
seven bells	1130 and
eight bells	1200 - at which point the cycle repeats itself.

HOW THE 24-HOUR CLOCK WORKS

The 24-hour clock uses the numbers 0 – 24. To convert conventional time into 24-hour time in the p.m., simply add 12 to the conventional time. For example, if it is 7:00 p.m., add 12 (7 + 12), which equals 19, therefore it is 1900 hours. A handout of a 24-hour clock is located in Annex G for the cadets.

0000 – 12:00 a.m.	0100 – 1:00 a.m.
0200 – 2:00 a.m.	0300 – 3:00 a.m.
0400 – 4:00 a.m.	0500 – 5:00 a.m.
0600 – 6:00 a.m.	0700 – 7:00 a.m.
0800 – 8:00 a.m.	0900 – 9:00 a.m.
1000 – 10:00 a.m.	1100 – 11:00 a.m.
1200 – 12:00 p.m.	1300 – 1:00 p.m.
1400 – 2:00 p.m.	1500 – 3:00 p.m.
1600 – 4:00 p.m.	1700 – 5:00 p.m.
1800 – 6:00 p.m.	1900 – 7:00 p.m.
2000 – 8:00 p.m.	2100 – 9:00 p.m.
2200 – 10:00 p.m.	2300 – 11:00 p.m.



1815	Officer of the Day Onboard, Open School
1825	Cadets to Set up Parade Area, RPO
1835	Cadets to Muster for Colours, Coxswain
1845	Colours / Inspection / March Past
1900	Period 1 Class
1930	Secure
1935	Period 2 Class
2005	Stand Easy
2020	Period 3 Class
2050	Secure
2055	Evening Quarters
2100	Muster for Sunset
2105	Duty Watch and Liberty Boats to Muster
2115	Liberty Boats
2120	OOD Rounds
2125	Duty Watch Dismissal

The Phonetic Alphabet

In order to say "A" in the military, the phonetic alphabet is used -"Alpha". How often has someone on the phone said "V" and you hear "B" or other 'sound alike' letters. With no margin for error, this system prevents that kind of confusion.

Alpha	Bravo
Charlie	Delta
Echo	Foxtrot
Golf	Hotel
India	Juliette
Kilo	Lima
Mike	November
Oscar	Papa
Quebec	Romeo
Sierra	Tango
Uniform	Victor
Whiskey	X-ray
Yankee	Zulu

13 – A Sailor's Dictionary

Abaft	Further aft than; never use the term "Aft of"
A'cock-bill	Anchor clear of the hawse pipe, up and down and ready for letting go
Adrift	Absent, late
Aft	In the direction of the stern
Ahoy!	A call for attracting attention between nearby ships or boats.
Aloft	Above
Athwartships	In a direction from side to side in a ship
Avast	An order to stop
Awash	Level with the surface of the sea
Back up	To assist in holding
Batten down	To secure closed or shut
Beach	Shore or ashore
Beam end	When a ship is completely on her sides; confusion
Bear a hand	An order to assist
Below	Down
Berth	A place to sleep or for a ship to secure to
Between decks	Any space below the upper deck and inside a ship
Bilge	The very bottom of a ship's hull; also nonsense
Bitter end	Inboard end of ships anchor cable

Board	The old name for the side of a ship. To board and enter means to enter a ship (forcibly) "Inboard" means inside the ship, "Outboard" outside the ship, "Starboard" means right side and "Larboard" (Port) means left side	Fake out	To lay a wire or rope on the deck in a wide zigzag pattern, so that it is free for running
Boot topping	The black band around a ship at the waterline	Fathom	Nautical measure, 6 feet
Brick	A shell (in gunnery)	Fiddle	Fitting on a table to keep mess utensils from sliding in bad weather
Brightwork	Polished metal fitting, often brass	Fleet	A general term meaning the ships of a navy
Broach	To unintentionally swing the ship around broadside to a wave	Flotsam	Any floating cargo, stores, or damaged equipment which have floated off a wrecked or damaged vessel
Broadside	The full side of a ship	Founder	To sink
Brow	A gangway between two ships or from ship to shore	Furl	To fold or roll up an awning or sail
Capsize	To overturn	Grog	Traditional Navy drink
Carried away	Removed or lost due to sea or wind action breaking items from the ship	Handsomely	Slowly, carefully
Cast off	To let go	Haul taut	To pull tight
Check away	To pay out a rope or wire under control	Holiday	A gap or space; area missed when painting
Chock-a-block	Full, no room to put anything else in	Irish pennants	Rope yarns or loose stray rope ends
Clean	To change from one type of dress to another	Jetsam	Stores or equipment deliberately thrown over side to lighten ship
Cleat	A piece of metal or wood with two horns, around which ropes are made fast	Jettison	To cast overboard
Crest	The highest point of a wave	Junk	Old rope
Derelict	A ship, abandoned by her crew, but still afloat	Jury rig	Temporary, make shift device
Dhobey	Laundry - and hence DHOBIWALLAH - Person doing the ship's laundry	Killick	Leading Seaman
Easy	Carefully or slowly	Landfall	First sight of land after a sea passage
Eyes of the ship	The extreme forward end	Lay Up	To take a ship out of service; (storage)
Fair	Favourable or unobstructed	Lee	Opposite side to that upon which the wind is blowing
		Make and mend	Time set aside to repair and replace kit
		Mess traps	Food utensil kit

Overhaul	To overtake; to examine and repair; to haul apart the blocks of a tackle
Port	A viewing window or opening in the ships side
Proud	Sticking out, not in line
Refit	To repair
Roundly	Rapidly or fast
Sculling	To leave lying about or unattended
Scuttle	A round port hole
Secure	To make fast; to stop work
Shipshape	Neat and tidy
Sister ships	Ships of the same class
Silent hours	Hours between lights out and calling the hands, only emergency pipes are made
Skulk	To avoid duty-usually in the sense of hiding
Snug	Properly secured; tight
Spell	Period of time
Spindrift	Spray blown from the crests of waves
Square one's own yardarm	To put oneself in the right without regard to others
Stanchion	A supporting post for a guardrail, etc.
Stone frigate	A Navy shore establishment (ship on land)
Stow	To put away
Strike	To haul down
Sullage	Wet garbage
Swallow the anchor	Retire from the Navy or sea going life

Taut	Tight; to haul taut
Trick	A short spell of duty on a particular job
Work ups	To exercise the officers and crew of a ship in all their duties

14 The Duke of Edinburgh's Award

(Note: if you are not yet 14 years old, keep this for future reference).



The Duke of Edinburgh's Award Young Canadians Challenge is a challenge from His Royal Highness Prince Philip to young people between the ages of 14 and 25 to reach for their best and qualify for three separate awards (Bronze, Silver and Gold) through award activities arranged in four separate sections:

- services;
- expeditions and explorations;
- skills; and
- physical recreation.

International Declaration: "The Award concept is one of individual challenge. It presents to young people a balanced, non-competitive program of voluntary activities which encourages personal discovery and growth, self reliance, perseverance, responsibility to themselves and service to the community."

• **Duke of Edinburgh Award Pins** shall be worn centered on the left breast pocket of the uniform jacket. Only the highest award earned held shall be worn.

The Bronze award is usually presented in the local community, for Silver there is a provincial ceremony, and Gold is presented by a member of the Royal family on visit to Canada.

This program is optional and tri-service. Mandatory school and job activities cannot be used.

To become a participant in the program, you must register (talk to your corps officers about this). You will receive a Record Book. This book contains all the information you need to complete the requirements for each level, and to record your progress.

