

## FORMATION OF ARMY CADET CORPS

The following guidelines apply to the formation of new Army Cadet Corps:

The Department of National Defence (DND) and the Army Cadet League work in concert to form new Cadet Corps where there is broad community support and a continuing source of Officers for the Corps.

In order to form a Corps we require the names of 30 to 50 potential Cadets, suitable accommodation, an acceptable Sponsor and a slate of at least four potential Officers.

It is desirable to have potential Officers who have had recent CIC experience or at least Regular, Reserve or senior Cadet service.

The initial step in forming a new Corps is to satisfy the following requirements:

1. The formal name of the local Sponsoring organization and a letter from them confirming their interest and agreeing to conform with the League guidelines enclosed.
2. The proposed slate of Officers as below indicating their previous military or Cadet experience, their career resume and an undertaking that they are prepared to take CIC Officer training courses as required. These courses are generally scheduled on 4 consecutive weekends throughout the year.

Commanding Officer

Training Officer

Administration Officer

Supply Officer

Specialist Instructors as required for first aid, drill, shooting, traffic control, martial arts, etc.

3. Details of the proposed training facility with special attention to the availability (on training nights, at least one per week), of an area for drill, lectures rooms (minimum 3), offices (minimum 2), and secure storage facilities for safeguarding equipment and uniforms to be issued by the DND. The offices and storage facilities should be available for an additional evening each week for administration and supply functions.

Please review the summary of Sponsor's Responsibilities with the potential Sponsor and Support Committee.

If the above replies are satisfactory, we will visit you with a representative of DND to view the facilities and to discuss the formation in detail.