## **Information**

**Current Priorities**

1. Finalize action plan Goal: Sep 2, 1830
2. Acquire approval Goal: Sep 6, 2359
3. Reach out and confirm instructors and escorts Goal: Sep 9, 2359

**Goals**

Our goal for the coming ES meetings detailed in the action plan below is not to give out qualifications. We want to get cadets' experience and if we get them to the point they are experienced and competent within the meetings then we will then sign them off as a secondary priority.

**Pre-planning**

1. It may be good to have one person designated to give the pre mock Sarex safety brief so that they stay similar and relevant.
2. For the classes and hands on we need to ensure who will be teaching the classes prior to the ICUT meeting. Date we want this done by Sep 9.
3. We need to make fluid and scalable scenarios for each station. It may be a good idea to make them as we go so, we can adjust based on the previous week.
4. For the teams we need to find SETS and qualified people to teach hands-on scenarios. We also need to find a second senior member if available to be the main group escort that will stay with the group through all rotations. For the hands-on instructors, we will need the following: MSA, ICUT, MRO, UDF, (GTM Optional)

**Planning meeting.**

I want to have a planning meeting with our main instructors and sets for the coming months the week before the ICUT and MRO training of the first ES meeting Sep 16 PT meeting. In this meeting we will go over the expectations of sign offs and what they will be teaching as far as their scenarios are concerned.

Following the above stated meeting I would like to send a follow up email with the most important parts of the meeting, any issues or questions brought up at the meeting, or anything that we were not able to cover at the meeting. This email will also be for anyone who was not able to attend the meeting.

**Teams**

At the first meeting we will make groups of 5 cadets or less. We will make sure to explain that the cadets will remain in the same group for the coming months. We will make a roster of the group's cadets in case they forget, or we need to add a new cadet to the group.

**Classes**

In each class block half of it will be of one topic and the other half will be of a separate qualification topic, in the case it is decided that one of the topics will not be able to fit into half of the teaching block the class will be taught during that MSA block.

In the case that there are more than 20 cadets we can either plan a class on a separate topic in the cadet hanger. Some ideas are as follows: FLM class, Uniform class (have been deteriorating lately), Customs and courtesies class (have been deteriorating lately), drill block.

**Sarex and team rotations**

For team rotations we will have each team go into two separate hands on sections per month, one will be within the base, one will be outside of the base. The following month, the group will do the other two activities they have yet to have done.

## **Week 1 – ICUT + MRO Sep 23**

**Classroom 1835-1920 (45 min)**

* ICUT basics: call signs, prowords, net procedures.
* MRO overview: message handling, net operations.

**Safety Brief 1920-1930(10 min)**

* Radio discipline, comms safety.

**Mock SAREX Rotations 1930-2030(60 min, 4 groups of 5) Rotate at 30 min point**

1. **Radio Communications (ICUT/MRO)** – Contact with other teams.
2. **UDF hands on**–hands on quick introduction to search and beacon tracking, locate a practice beacon.
3. **Ground team**—Compass course, report tail numbers from ramp.
4. **MSA training / break**– simple mission forms and reporting mission info to commander.

**Time for Drill tests 2030-2045 (15 min)**

## **Week 2 – MSA + UDF Oct 21**

**Classroom 1835-1920 (45 min)**

* MSA: mission staff roles, logging, tracking sorties.
* UDF: equipment, search techniques, safety.

**Safety Brief 1920-1930 (10 min)**

* Field safety, comms, buddy system.

**Mock SAREX Rotations 1930-2030 (60 min, 4 groups of 5) Rotate at 30 Min point**

1. **Radio Communications (MRO/ICUT practice)**
2. **UDF Gear & Procedures**
3. **Mission Base (MSA practical tasks)**
4. **Field Team Prep / Navigation**

**Time for Drill tests 2030-2045 (15 min)**

## **Week 3 – Integrated Mock SAREX Nov 25**

**Hands-On Rotations 1835-2035(120 min, 4 groups of 5) Rotate at 1 hour point or alternatively we can switch every 30 min**

1. Radio Communications (MRO/ICUT)
2. UDF Field Team Drill
3. Mission Base (MSA)/GTM/UDF – Tentative depending on what the group needs.
4. Field Team Prep / Navigation (Compass course, reporting tail numbers, finding lat long)

**Debrief Drill Field 2035-2045 (10)**

Go over everything that was learned and explain what qualifications the group will receive.

**Drill Tests and closing 2045-2100**

Must be fast during this block if there are multiple drill tests.