

The Essex and Kent Scottish  
Regiment  
37 University Avenue East  
Windsor, Ontario  
N9A 6J4

17 November 1989

OP INSTR 1 Attachments and Detachments

- References:
- A. EK Scot 1989/90 Annual Training Plan 16 Feb 89
  - B. LMD Annual Training Directive 1989/90 amendment 15 Sep 89
  - C. Comd LMD Revised Training Priorities 14 Sep 89

Time Zone: QUEBEC

Task Organization: Annex A

1. SITUATION

- a. Since Spring 1989, when the last training plan was issued, a lot has transpired. To name a few:
  - (1) The Apr 89 Federal Budget changed the plans made for Army 2002, the restructure of the army.
  - (2) HQ WMD was disbanded on 15 Sep 89 and the unit became responsible to HQ LMD.
  - (3) Comd LMD updated the District Training Plan 89/90 with reference B and C.
- b. Enemy. The forces which inhibit the development of the unit are a shortage of time, complacency, a lack of commitment, and school or employment situations which cause attrition.
- c. Friendly Forces

- (1) The unit shares the Windsor Armouries with the Windsor R and the Windsor Military Band. A spirit of cooperation must exist among these units so that our limited resources can be directed at improving the unit. There have been times in the recent past when feuding and bitterness has strained relations among units and diverted our scarce resources from our primary task which is the defence of Canada.

- (2) 21 Svc Bn is also garrisoned in Windsor. It is tasked to provide routine 2nd line service support but on request can provide 1st line support to address specific problems or manning deficiencies in Windsor garrison units.

d. Attachments and Detachments

- (1) Remaining in support
  - civilian members of the Pipes and Drums
  - Regimental Senate
  - Regimental Trustees
  - family and friends
- (2) In location
  - Detachment of Comptroller LMD
  - Base Supply Detachment

- e. CO's Evaluation. The situation is difficult. Despite recent successes in recruiting, retention and collective training, it has become very evident to me since my arrival in Jul 89 that the unit suffers from the lack of a long-range plan. By making maximum use of the dedicated and talented people who comprise the unit we can spend less time crisis-managing the immediate concerns and expend our energy on developing a well-trained, happy, fit and well-organized unit.

2. MISSION. To set unit goals and priorities for the period 1989-1992.

3. EXECUTION

a. General Outline

- (1) It is impractical to have this unit trained, administered and supported to the same level as a regular force battalion. Progress through limited objectives within a reasonable time-frame shall be the norm for the unit.
- (2) The task of the unit is easily defined but difficult to achieve: train for the defence of Canada. Everything else we do must be subordinate to that task.
- (3) It is the responsibility of the officers and senior NCMs to establish order and routine so that the junior NCMs are not adversely affected by the changing requirements/priorities of higher headquarters and conditions beyond unit control. The senior leaders must anticipate the requirement, plan in detail and ensure the task is executed to the best of one's ability.



(4) Concept of Operations. Division of work to the maximum number of people in the priority established by this instruction. Detailed supervision and follow-up will be required at all levels to successfully achieve our objectives on time.

(5) Phase 1. Prepare the unit for Ex ON GUARD 90 (29 Jun-15 Jul 90) and the 1990 Regimental Reunion (01-03 Jun 90 and 28-30 Sep 90).

(6) Phase 2. Use the remainder of Summer and Fall 1990 to address the critical individual training shortages ie. ISCC, driver wheeled, driver AVGP and machine gunner.

(7) Phase 3. Use the Winter 1990/90 and Spring 1991 to conduct collective training focussed on militia support for Ex RENDEZVOUS 1991. or renamed Ex LIGHTNING STRIKE

(8) Phase 4. Continue with training for Ex ON GUARD 1992 and the Regimental Reunion in 1992 which is also the centenary for the Corporation of the City of Windsor.

12 May - 16 Jun 91 - MVP Guards  
- reaction force  
- infrastructure  
- aug & RF

perhaps support 1 Con Div ex in CFE

(1) Grouping

Under command

Unit Recruiting Section  
Unit Bookkeeper  
Pipes and Drums

(2) Tasks

(a) In cooperation with the DCO of the Windsor R prepare an Armouries minor new construction and maintenance plan. The next meeting of the CFB London Accommodation Committee, which will set priority for 1990/91, is scheduled for 14 Nov 89.

(b) Create and control the Historical Video Trust Fund as a separate entity in the Unit Fund.

(c) Prepare terms of reference for the Unit Kit Shop.

(d) Using the Unit Fund, Contingency Fund, Grants and income derived from the Regimental Trust Fund procure sufficient highland dress to outfit, in priority, all members of the unit in No 3 Service Dress and 100 junior ranks in No 1 Ceremonial Dress. Officers, WOs and Sergeants may be required to purchase certain items of dress which are special to their ranks.

Comd LMD Conf 9 Dec 89:

Comd CMA has estb inf br goal for Milcon 1991 to field mech coy or 1/2 of unit effective str.

LMD Directive 5 Mar

Distinct forms 2 corp for 1991

b. DCO

Each unit forms study coy for 1992.

# 3 = Lovitt hose, leather sporrans

# 1 = spots, dried hose tops, hair sporrans

- (e) Maintain a stock of kit shop items and promulgate a price list in routine orders.
- (f) Prepare terms of reference and a schedule for honoraria paid to the unit Pipes and Drums.
- (g) In conjunction with the Rctg O develop an incentive programme to reward the NCMs who find the most recruits for the unit.
- (h) Prepare terms of reference for the control of Regimental artifacts and memorabilia.
- (j) Prepare terms of reference for the Unit Fund.
- (k) Create a unit artifacts and memorabilia ledger using the format at Annex B.
- (m) In conjunction with the QM, conduct an inventory of unit non-public property (NPP) in Chatham and Windsor.
- (n) Ensure the unit requests and expends the public fund entitlements for highland orders of dress and the Pipes and Drums.
- (p) Investigate making a microfiche copy of the Regimental War Diary.
- (q) Ensure the unit expends the annual allocation of monies from the Regimental Trust Fund.

c. OC B Coy

(1) Grouping. No change.

(2) Tasks

(a) Provide two platoons (-) for Ex ON GUARD 90

(b) Be prepared to provide a skeleton company headquarters for Ex ON GUARD 90.

*Task removed i. lack of pers. 9 Dec 89*

(c) Be prepared to provide augmentation to the Regular Force for Ex RENDEZVOUS 91.

*perhaps name change to  
Ex LIGHTNING STRIKE*



- (d) Be prepared to provide a mechanized company (-) for Ex ON GUARD 92.
- (e) Write a Regimental Catechism.
- (f) Act as liaison to Mr. Brian Cowan at Visual Image Productions regarding the historical video documentary on the Regiment.
- (g) Assist Mr. Cowan in soliciting donations from local businesses and foundations.
- (h) In consultation with the DCO acquire an appropriate level of insurance coverage for Regimental artifacts and memorabilia.

d. OC C Coy

(1) Grouping

Under command	no change
In direct support	Recruiting WO (Chatham) Asst Adjt (Chatham)
In location	Bn Tpt Sect

(2) Tasks

- (a) Provide two sections for Ex ON GUARD 90.
- (b) Be prepared to provide augmentation to the Regular Force for Ex RENDEZVOUS 91.
- (c) Be prepared to provide a platoon for Ex ON GUARD 92.
- (d) Act as liaison with the Kent Regiment and the Kent Officers Association.
- (e) Continue with the project to raise \$2000-3000 for commemorative plaques for the recently refurbished Kent Regiment Colours.
- (f) Research the cost and design of a Regimental poster.
- (g) Investigate the possibility of placing artifacts from the Kent Regiment and the Essex and Kent Scottish Regiment in a Chatham museum.

e. Ops Offr

- (1) Grouping. No change.
- (2) Tasks
  - (a) Assume the appointment as OC HQ Company and take responsibility for routine personnel administration and discipline of the operations, quartermaster, transport and battalion orderly room staffs.
  - (b) On an urgent basis select candidates to attend the ISCC, Driver Wheeled (FMC), Driver AVGP and Machine Gunner courses.
  - (c) Review, update, and maintain the unit holdings of training publications for the unit library.
  - (d) Update the unit records for the Reserve Qualification Status Report.
  - (e) Annually in September ensure a list of unit personnel qualified to act as a Range Safety Officer is published in routine orders.
  - (f) Plan to conduct all future BTT (Inf) Common courses jointly with the other Windsor units.

f. OC HQ Coy

- (1) Grouping

Under command for personnel administration and discipline

Bn Tpt Sect
Bn Orderly Room
QM Sect
Ops Sect
- (2) Tasks
  - (a) Provide routine personnel administration support for HQ Coy.
  - (b) Request maintenance support for vehicles from 21(Windsor) Svc Bn as necessary.

g. Adjt/USO

- (1) Grouping. No change.

*Dvr Wh  
any w/ 21/22 Svc Bn ?  
7-31 AUG 90 MEAFORD*

*2nd Thurs each month veh tm  
to Chatham*

(2) Tasks

- (a) In conjunction with the RSM update the unit dress instructions.
- (b) In conjunction with the DCO promulgate a list of clothing items which indicates whether items are issued (public or non-public) or purchased by the individual.
- (c) Amend the unit NES Instruction.
- (d) In conjunction with the RQMS actively pursue the return of public and non-public kit.
- (e) Update the mailing list of former members of the Essex Scottish, Kent Regiment and The E&K Scottish Regiment.
- (f) Update the unit establishment and manning slate
- (g) Develop a system whereby screening for promotion occurs shortly after the person completes the leadership course so that timely promotion occurs to the next rank.

h. RQMS

(1) Grouping. No change.

(2) Tasks

- (a) Actively pursue the return of kit from NES personnel.
- (b) Conduct a semi-annual inventory of public kit held by the unit.
- (c) Request maintenance support for unit equipment less vehicles from 21(Windsor) Svc Bn as necessary.
- (d) Conduct a quarterly verification of small arms , components and ammunition and advise the CO who must advise HQ LMD.



j. Retg O

(1) Grouping. Remain under command of DCO.

(2) Tasks

(a) Prepare an annual recruiting plan which will consider:

(i) Recruit intakes in September and January

(ii) The school/college visit schedule of the CF Recruiting Detachment

(iii) Integrated processing of regular and militia recruits in late 1990

(iv) Recruiting/information booths at high profile local events, eg Tecumseh Corn Festival, Freedom Festival, Air Show, etc

(v) Advertising in the electronic and print media

(vi) An incentive programme for serving members of the unit to attract and retain new recruits

(b) As the Unit Information Officer and in conjunction with the Garrison Militia Information Officer increase the unit profile in Essex and Kent Counties.

(c) Screen potential NCM recruits to commence the BTT (Infantry) Common course end-October, end-February and end-June annually.

(d) Arrange a suitably high-profile time and location, involving a field officer, for swearing-in of NCM and officer trainees.

k. Chief Clerk/UAA

(1) Grouping

Remaining under command of C Coy Clerks for training

*1 Sep 91 at earliest, 10 delayed one year.*



## (2) Tasks

- (a) Control the unit stationary stores.
- (b) Maintain and control a key press for access to unit facilities.
- (c) Maintain a restricted key press on behalf of the OIC Armoury for access to non-EK Scot facilities.
- (d) Maintain a key register for the Medeco key which access the South-East and the North-East entrances.
- (e) Maintain individual files of NES personnel which document steps taken to have kit returned to the unit.

m. PMC Unit Officers Mess

### (1) Grouping

Under command

mess committee

## (2) Tasks

- (a) Prepare an officers annual social calendar and promulgate it to serving and former officers of the unit.
- (b) In conjunction with LCol (ret'd) Kersey plan and execute the St Andrews Ball on 24 Nov 90 and 1991.
- (c) Install the photographs of former COs of the unit in the Officers Mess Long Room. Repair or replace the existing photographs and frames.
- (d) In conjunction with the Armouries Officers Mess conduct an annual inventory of unit property held in the mess.
- (e) Pay the outstanding debt (\$721.98) from the 1985 St Andrews Ball.

n. Delegated Officers Windsor and Chatham

- (1) Grouping. Remain under command of OIC Armouries.

## (2) Tasks

- (a) Prepare and maintain a booking/reservation calendar for the indoor range.
- (b) Maintain a booking/reservation calendar of facilities requested for non-military use (CFAO 29-1),
- (c) Windsor only. Maintain a booking/reservation calendar for the Big Room.
- (d) Maintain a CE Work Request register for armouries maintenance and minor new construction.

p. CO

### (1) Grouping

- |     |                                     |   |
|-----|-------------------------------------|---|
| (a) | Under command                       | EK Scot<br>RSS EK Scot                                  |
| (b) | Under command for<br>training       | Windsor garrison BTT<br>(Inf) Common Course             |
| (c) | Under command for<br>administration | Mess committees of the three<br>messes in the armouries |

## (2) Tasks

- (a) Act as OIC Windsor and Chatham Armouries.
- (b) Assume appointment of Commanding Officer of the three messes in the Windsor Armouries.
- (c) Prepare a development plan for the armouries messes.
- (d) Prepare terms of reference for the monthly independent stocktaking of the bars in the armouries messes.
- (e) In consultation with the Regimental Senate select a date for the presentation of new Queen's and Regimental Colours. Consider 1992 during the centenary of the City of Windsor.
- (f) Determine the wishes of HCol Tilston on his funeral and disposition of his medals and memorabilia.
- (g) Prepare an annual letter to employers.



- (h) Prepare standing orders of Regimental customs.

q. Regimental Senate

- (1) Grouping. No change.

(2) Tasks

- (a) Investigate the possibility of placing artifacts of the Essex Scottish Regiment (and its predecessor) and the Essex and Kent Scottish Regiment in a Windsor museum.
- (b) Photograph the Regimental Colour of the 99th Battalion C.E.F. which until January 1989 was laid up in the All Saints Church in Windsor. The colour has deteriorated to the point where a decision must be made soon on destruction or refurbishment.
- (c) Resolve the ongoing concern of the people of Dieppe that the Regiment does not have a memorial, cairn or plaque in the city to commemorate the 1942 raid.

r. Coordinating Instructions

(1) Priority of Effort

(a) Training:

- (i) Strike Company/Ex ON GUARD
- (ii) Qualify seven junior officers and 20 master corporals annually

- (iii) Conversion to the new family of small arms

- (iv) BTT in driver wheeled (FMC), driver AVGP and machine gunner

- (b) Retention, especially those who can fill the current shortage of captains and warrant officers

- (c) Recruiting for infantry and service support MOCs

Jul 90.  
HLCol McGregor  
arranged for Cee  
Southward to do  
photo

HLCol McGregor  
was reminded on  
16 Dec 89 at  
Trustee's Meeting

Comd LMD Conf - 9 Dec  
Objective of 70% MCpl & Sgt posns  
have qual pers.

Comd LMD Conf - 9 Dec 89  
60% of unit estb svc spt  
posns should be manned.

Amend to 50% in 1990/91 ATD

- (d) Control and maintain in good order all public stores
- (e) Control and maintain in good order all regimental/non-public stores
- (f) Ensure NES personnel return kit to the unit
- (g) Improve public image of unit and militia
- (h) Officer and senior NCM advancement training
- (j) Regimental history, memorabilia and artifacts
- (k) Maintenance and new construction of armouries
- (2) Secondary Duty Appointments. Annex C.
- (3) Revised Unit Training Plan Nov 89 - Mar 90. Annex D.
- (4) All company commanders, CSMs and primary staff officers will plan to attend a unit Manning and Merit Board in January each year at which personnel moves and attendance on career courses for all NCMs will be discussed. Boards at company level will precede the unit board.
- (5) All officers and senior NCOs will prepare an individual plan to obtain qualification for their next rank. The plans for the 1990 period are to reach the CO by 14 Dec 89, and will be passed via the company commander, and the Adjt or RSM as applicable.
- (6) All personnel will review their terms of reference for primary or secondary duties contained in Section 1 of Unit Standing Orders and submit to the Adjt by 4 Jan 90 a proposal for change or a nil return.
- (7) All leaders will maintain a "platoon commanders book" in the format attached at Annex E on their immediate subordinates.
- (8) All ranks will actively search out new personnel to join the unit. Former members of the unit, especially those who can fill the critical shortage of captains and warrant officers, and recent retirees from the regular force should be encouraged to join the unit.



- (9) Economies of scale will be considered for all training and service support activities by fully cooperating with the Windsor R and 21 Svc Bn. For example, it will henceforth be considered routine for all units in the Windsor garrison to conduct a joint BTI Common course for new recruits.
- (10) All officers and senior NCMs must be cognizant of their social obligations and fulfill them.

4. SERVICE SUPPORT

- a. Security. All ranks will be especially vigilant of the security of small arms, small arms components and ammunition.
- b. It is planned that in late 1989 - early 1990 the ENVOY modem message system will be replaced by a facsimile machine.
- c. The current Reserve Pay System will be replaced in 1990 by a decentralized "compucheque-type" pay system based on a unit personal computer. Unit inputs and plastic card validations will reduce the time lag between parades and payment.
- d. The unit has a low public profile in Essex and Kent Counties. Currently the unit only provides active support for the Poor Boy Luncheon and the Christmas Food Drive. Suggestions of other community help and fundraising projects which will improve our public profile are most welcome.
- e. Officers and the RSM will read the Memo Book and the Reading File held by the Adjt.
- f. Periodically there are situations, eg maintenance before the Annual Technical Inspection, an administrative backlog and training for competitions which require personnel to parade outside the normal Tuesday training evening, Thursday administrative evening and monthly training weekend. All requests for special class A time outside normal parades must be submitted to the CO for approval.
- g. CE Work Requests The Windsor and Chatham Armouries will remain DND property for the foreseeable future. It is the responsibility of all ranks to improve the working conditions and quality of life in the armouries thereby creating a happier work environment. Although there are projects now underway to improve the efficiency and appearance of the armouries there remains much to be done. Requests for minor new construction and maintenance should be submitted in writing to the OIC Armouries or his delegated officers.

Sep

Telecon Morrison/Wheeler  
25 Jan 90. Commencement  
date may be delayed.  
Pers manning problems.

- h. Commencing in 1990 there will be integrated screening of recruits by the CF Recruiting Detachment (Windsor). The unit will still have to conduct its own recruiting albeit with increased help from the Regular Force recruiters and a nationally-coordinated advertising campaign.

j. Non-operational Regimental Projects:

(1) Historical Documentary Video *34K of 46/52K needed letter of support HLCol ?*

(2) Raise money for commemorative plaques for the recently restored Kent Regiment Colours

(3) Increase the unit holdings of highland dress

(4) NPP inventory and ledger

(5) Comprehensive dress instructions

(6) Refurbish the pictures of former COs

(7) Prepare a Regimental Catechism

(8) Obtain insurance coverage for memorabilia and artifacts

(9) Republish the 1939 - 1945 history written by Maj (ret'd) Meanwell

\* (10) Prepare a written history of the periods not covered by the Meanwell book. Interest has been expressed by Maj (ret'd) Stu Bull, 2Lt R Duda and 2Lt K Bird

(11) Presentation of new Queen's and Regimental Colours

(12) Replate Regimental silver

(13) Restore and make a microfiche copy of the Regimental War Diary

(14) Refurbish the laid-up colours and artifacts in the chapel

\* (15) Refurbish the laid-up colours in All Saints' Church *incl 99 & CEF*

(16) Regimental poster

\* (17) Place artifacts in local museums for public display

Regimental Newsletter

Voluntary Contributions

Regt Assn (mix of former & serving members)

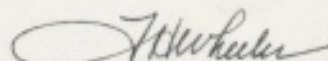


- k. A fundamental reason for an effective unit is good regimental spirit. All leaders must be aware of the activities and concerns of their subordinates and if problems arise, such as illness in the family, marital difficulties or indebtedness, the person must be counselled with emphasis of solving the problem. A happy soldier is a good soldier.
- m. All ranks are encouraged to involve family and former serving members of the Regiment in unit activities.

5. COMMAND AND SIGNAL

- a. This unit remains under command of HQ LMD. All training, personnel (regular force or militia) or service support matters will be passed through HQ LMD including requests or comments on support provided by CFB London (ie rations, CE, transport).
- b. Whenever correspondence is directed to NDHQ, FMC HQ or HQ CMA/LPCA an information copy will be sent to HQ LMD.
- c. Matters relating to the 1990 Strike Company will be sent to Maj Griffin (DCO 4RCR) and G4 Coord at HQ LMD.
- d. On behalf of the LMD Battle School the CO is responsible for the Windsor garrison BTT (Infantry) Common course conducted Oct 89 - Mar 90.
- e. All ranks has access to the CO after requesting an interview through the chain of command.
- f. All RSS personnel will be fully integrated into the unit chain of command.

Ack Instrs: ACK



F.H. Wheeler  
LCol  
CO EK Scot

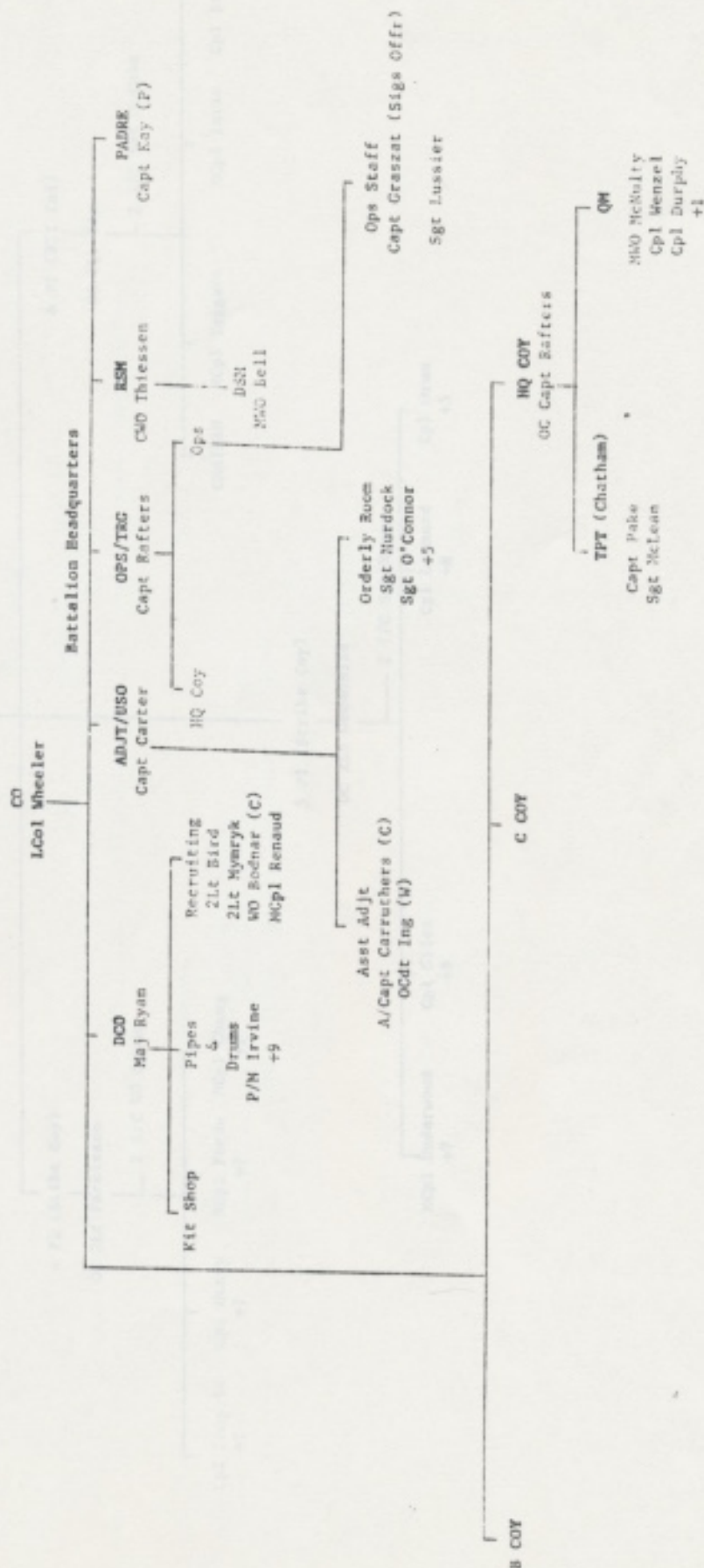
- Anxs: A- Task Organization  
B- Regimental Property Ledger (sample)  
C- Secondary Duty Appointments  
D- Revised Unit Training Plan Nov 89 - Mar 90  
E- Platoon Commanders Book (sample)

DISTRIBUTION LIST (page 16)

<u>DISTR</u>	<u>Copy No Incl Annexes</u>
DCO	1
OC B COY	2 - 3
OC C COY	4 - 5
Ops Offr/OC HQ Coy	6 - 8
Adjut/USO	9
RQMS	10
Rctg O	11
C Clk/UAA	12
PMC Offrs Mess	13
Windsor Armouries	14
Chatham Armoury	15
RSM	16
Padre (P)	17
Tpt O	18
<b>CO</b>	<b>19</b>
HCol	20
HLCol	21
Comd LMD	22
COS LMD	23
File	24
Spares	25 - 30



THE ESSEX AND KENT SCOTTISH REGIMENT



B COY

OC

Maj Robinson

2 I/C Lt Dragovich

CSM MNO Bogdiss

COUS Sgt Willock

Stann

MCpl Taggart

4 Pl (Strike Coy)

OC 2Lt Parkinson

2 I/C XO Downs

Cpl Leopold  
+7

Cpl Henry  
+7

MCpl Forde  
+7

MCpl Cheng  
+7

6 Pl (BTI Inf)

OC 2Lt Yim

2 I/C Sgt McCabe

CHATHAN

MCpl Taggart

MCpl Iorio

Cpl Strzelczyk

5 Pl (Strike Coy)

OC 2Lt Goodchild

2 I/C Sgt McAgy

MCpl Underwood  
+7

Cpl Giles  
+8

Cpl Leonard  
+8

Cpl Orum  
+5





THE ESSEX AND KENT SCOTTISH REGIMENT

REGIMENTAL PROPERTY LEDGER

Sheet Number
Category Page

Location

Detailed Description	Qty	Value		Date	Remarks
		Each	Total		
- 2715 Metro Legion Windsor				21.11.89	Yin
- 1086 W. Derryville RCACC Windsor				21.11.89	Myrsky
ESK Unit Officers Mess					Maj Robinson
YMC Unit Officers Mess					Capt Softers
Secretary Unit Officers Mess				21.11.89	Yin
Public Information Officer				21.11.89	Myrsky
Union Officer - EK Scot Asso. Reunion				01.12.89	Thiessen
- EK Scot Officers Reunion				21.11.89	Dragovich
- Kent Regt Asso. Reunion					Capt Foke
- Kent Officers Asso.					A/Capt Carruthers

PHOTO

Armouries

- OIC Chatham and Windsor Armouries
- Delegated Officer Chatham Armoury
- Delegated Officer Windsor Armouries

Unit Fund Committee

- Chair
- Secretary
- Members

- Maj Ryan
- Capt Carter
- Maj Robinson
- Maj Childs
- CWO Thiessen



UNIT SECONDARY DUTY APPOINTMENTS

Security Officer - Unit and Windsor	Capt Graszat
Security Officer - Chatham	A/Capt Carruthers
Audit Board - President	Maj Robinson
- Member	Capt Graszat
- Member	A/Capt Carruthers
Fire Prevention Officer	2Lt Goodchild
Drug Education Officer	Lt Dragovich
General Safety Officer (FMCO 11-56)	2Lt Parkinson
Sports Officer	Capt French
Cadet Liaison Officer - 59 Legion Highlanders Chatham	2Lt Townsend
- 2918 Leamington Legion	OCdt Ing
- 2715 Metro Legion Windsor	2Lt Yim
- 1086 Walkerville RCACC Windsor	2Lt Mymryk
PMC Unit Officers Mess	Maj Robinson
VPMC Unit Officers Mess	Capt Rafter
Secretary Unit Officers Mess	2Lt Yim
Public Information Officer	<del>2Lt Bird</del> <i>Maj Ryan</i>
Liaison Officer - EK Scot Assn/Reunion	CWO Thiessen
- EK Scot Officers Reunion	Lt Dragovich
- Kent Regt Assn/Reunion	Capt Pake
- Kent Officers Assn	A/Capt Carruthers
Armouries	
- OIC Chatham and Windsor Armouries	LCol Wheeler
- Delegated Officer Chatham Armoury	A/Capt W. Carruthers
- Delegated Officer Windsor Armouries	TBA
Unit Fund Committee	
Chair	Maj Ryan
Secretary	Capt Carter
Members	Maj Robinson
	Maj Childs
	CWO Thiessen

ANNEX C  
TO OP INSTR 1  
DATED /7 NOV 89

Armouries Officers Mess

Treasurer

Secretary

Armouries WO & Sgts Mess

Vice PMC

Armouries Junior Ranks Mess

PMC

Capt Graszat

2Lt Bird

MWO McNulty

Cpl Henry



TO OP INSTR 1  
DATED 17 NOV 89

NOVEMBER 89

SUN	MON	TUES	WED	THURS	FRI	SAT
			1	2 BTT(INF) COMM CO CONFERENCE WEAPONS MAINTENANCE	3	4
5 REMEMBRANCE DAY PARADE CEREMONIES WINDSOR	6	7 BTT (INF) COMM STRIKE COY TRG ATI(WPNS, FCS, COMMS) WINDSOR	8	9 ADMINISTRATION	10 REMEMBRANCE DAY DINNER CHATHAM	11 REMEMBRANCE DAY PARADE CEREMONIES CHATHAM
BTT INF INCLUDED			ATI (VEHICLES) CHATHAM			
12	13	14 STRIKE COY TRG CO'S PARADE (WORK DRESS) ATI(WPNS, FCS, COMMS) CHATHAM	15	16 BTT (INF) COMM	17	18
19	20	21 BTT (INF) COMM 22 STRIKE COY TRG	22	23 BTT (INF) COMM ADMIN ONLY ADMINISTRATION	24 BTT (INF) COMM IPPERWASH STRIKE COY TRG PL IN MOUNTED QUICK ATTACK	25 BTT (INF) COMM IPPERWASH OPERATIONS PATROLLING
26 BTT (INF) COMM IPPERWASH STRIKE COY TRG	27	28 WINTER WARFARE TRG C7 FAMILIARIZATION SMALL BORE SHOOTING	29	30 ADMINISTRATION		

ANNEX D  
TO OP INSTR 1  
DATED /7 NOV 89

DECEMBER 89

SUN	MON	TUES	WED	THURS	FRI	SAT
					1	2
3	4	5 BTT(INF) COMM SMALL BORE SHOOT- SHOOTING C7 FAMILIARIZATION WINTER WARFARE	6	7	8 BTT(INF) COMM NIGHT SHOOT FNCI	9 XMAS DINNER BTT (INF) COMM DAY SHOOT TO LIVE PROGRAM - C1, PISTOL CO'S HOURS IPPERWASH
10 BTT(INF) COMM IPPERWASH DAY SHOOT TO LIVE C7 IPPERWASH	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



JANUARY 90

ANNEX D  
TO OP INSTR 1  
DATED 17 NOV 89

SUN	MON	TUES	WED	THURS	FRI	SAT
	1 NEW YEARS LEVEE	2 STAND DOWN	3	4 ADMINISTRATION	5	6 BTT(INF) COMM WINDSOR
7	8	9 BTT(INF) COMM FIRST TRG DAY WINTER INDOC TRG	10	11 ADMINISTRATION CO-ORD CONF - 26-28 JAN & 18 FEB	12	13 BTT (INF) COMM WINDSOR
14	15	16 BTT(INF) COMM WINTER INDOC TRG	17	18 ADMINISTRATION	19	20
21	22	23 BTT(INF) COMM WINTER INDOC TRG MARY OTTER TEAM TRG BEGINS -ORG MEETING-	24	25 BTT(INF) COMM ADMIN ONLY ADMINISTRATION TRG MEETING	26 BTT(INF) COMM IPPERWASH WINTER INDOC EXERCISE ROUND ROBIN METHOD	27 BTT(INF) COMM IPPERWASH
28 BTT(INF) COMM WINTER SKILLS COMPETITION IPPERWASH	29	30 POST EXERCISE DRILLS (MAINTENANCE)	31		IPPERWASH	IPPERWASH

ANNEX D  
TO OP INSTR 1  
DATED 17 NOV 89

FEBRUARY 90

SUN	MON	TUES	WED	THURS	FRI	SAT
				1 ADMINISTRATION COMD CMA VISITS HQ LMD	2	3 BTT(INF) COMM WINDSOR
4	5	6 BTT(INF) COMM STRIKE COY TRG CO'S PARADE IN CHATHAM	7	8 ADMINISTRATION	9	10 BTT(INF) COMM WINDSOR
11	12	13 BTT(INF) COMM STRIKE COY TRG WINTER INDOC	14	15 PARADE REHEARSAL (CHANGE OF RSM)	16	17
18 CHANGE OF RSM PARADE, FORMER CO INSPECTION	19	20 BTT(INF) COMM STRIKE COY TRG WINTER WARFARE	21	22 BTT(INF) COMM ADMIN ONLY ADMINISTRATION TRG MEETING	23 BTT(INF) COMM IPPERWASH	24 BTT(INF) COMM IPPERWASH UNIT TRAINING TACTICAL MOVE, DEFENCE IPPERWASH
25 BTT(INF) COMM IPPERWASH UNIT TRG IPPERWASH	26	27 BTT(INF) COMM POST EXERCISE DRILLS (MAINT OF WINTER EQPT)	28			



MARCH 90

SUN	MON	TUES	WED	THURS	FRI	SAT
4	5	6	7	1	2	3
		STRIKE COY TRG		ADMINISTRATION BT (INF) COMM GRADUATION PARADE WINDSOR		
				8	9	10
				ADMINISTRATION TRG MEETING	← LMD GUN CAMP MEAFORD	
11	12	13	14	15	16	17
LMD GUN CAMP →		STRIKE COY TRG CO PARADE		ADMINISTRATION		
18	19	20	21	22	23	24
		STRIKE COY TRG		ADMINISTRATION	EXERCISE TBA LOC TBA	EXERCISE TBA LOC TBA
25	26	27	28	29	30	31
EXERCISE TBA		STRIKE COY TRG		ADMINISTRATION	STRIKE COY TRAINING COY IN THE DEFENCE	MEAFORD



ANNEX E  
TO OP INSTR 1  
DATED 17 NOV 89

The Essex and Kent Scottish  
Regiment  
37 University Avenue East  
Windsor, Ontario  
N9A 6J4

17 November 1989

MILITARY RECORD FILE			DATE	NAME	MARITAL STATUS	
SURNAME				NOK	PRIMARY	ALTN
RK				NAME		
SENIORITY				ADDRESS		
DECORATIONS				RELATIONSHIP		
ID CARD				TELE		
EXPIRY				CHILDREN		HOBBIES
BLOOD GP				EDUCATION		CIVILIAN SKILLS
SECUR CL				COMMENTS		
DATE						
RELIGION						
DOB						
PLACE						
ENROLLED						
PLAN						
EXPIRY						
LANGUAGE						
SEC ABILITY						
DATE						
TSQ/MOC						
ELECTION DISTRICT						
QUALIFICATIONS						
COMMON						
UNIQUE						
DESIRED						
WPN NO						
MASK SIZE						
WPN QUAL:						
PERS						
CREW						
CW						
SCORE						
DATE						
FITNESS						
MED						
VCHGOA						
DATE						
DENT						
INNOCULATIONS						
DUE						
POSN						
SECT PL COV/SQN/BTY				PREFERENCES	POSTING	JOB
1				2		
JOINED						