

PACIFIC REGION CADET FILE INDEX

File Number	File Name	Destroy
GENERAL ADMINISTRATION, ORGANIZATION AND MANAGEMENT		
1000-1	General Administration and Management	5 Years
1005-1	Accidents	5
1010-1	Accidents - Aircraft	5
1020-1	Accidents - Mobile Equipment	5
1040-1	Alliances and Affiliations	5 PAC
1040-2	Alliances and Affiliations - Navy League	5 PAC
1040-3	Alliances and Affiliations - Sea Cadet League	5 PAC
1040-4	Alliances and Affiliations - Army Cadet League	5 PAC
1040-5	Alliances and Affiliations - Air Cadet League	5 PAC
1045-1	Appreciations, Congratulations and Greetings	2
1050-1	Associations, Societies and Clubs	5
1060-1	Badges and Insignias	5 PAC
1080-1	Boards of Inquiry and Summary Investigations	10 PAC
1085-1	Cadets	3
1085-1-1	Cadets - Youth Initiatives	3
1086-1	Cadets - Air	3
1087-1	Cadets – Army	3
1088-1	Cadets – Sea	3
1095-1	Calendar of Events	2
1100-1	Campaigns and Canvassing	2
1110-1	Ceremonies and Celebrations	3
1110-2	Ceremonies and Celebrations - Battle of Atlantic	3
1110-3	Ceremonies and Celebrations - Battle of Britain	3
1110-4	Ceremonies and Celebrations - Remembrance Day	3
1110-5	Ceremonies and Celebrations – Armed Forces Day	3

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File Number	File Name	Destroy
1145-1	Colours, Flags	5
1150-1	Committees and Boards	3
1150-2	Committees and Boards - CIC Advisory Council	3
1150-3	Committees and Boards - Sponsoring Committee	3
1150-4	Committees and Boards - Parent's Committee	3
1170-1	Complaints and Irregularities	3
1170-1-1	Complaints and Irregularities - Abuse Reports General	3
1170-1-2	Complaints and Irregularities - Abuse Reports CCAH Albert Head	3
1170-1-3	Complaints and Irregularities - Abuse Reports RGS Chilliwack	3
1170-1-4	Complaints and Irregularities - Abuse Reports HMCS QUADRA	3
1170-1-5	Complaints and Irregularities - Abuse Reports VACC Vernon	3
1180-1	Conferences and Meetings - General	5
1180-2	Conferences and Meetings - Regional Cadet Officer's Conference	5
1180-3	Conferences and meetings - Annual General Meeting (Leagues)	5
1180-4	Conferences and Meetings - Regional Cadet Officer's Monthly Meetings	5
1200-1	Cooperation and Liaison	5
1250-1	Exhibitions and Displays	5
1267-1	Environmental Protection	5
1280-1	Food and Services	3
1300-1	Gifts and Donations	2
1300-2	Royal United Services Institute Cadet Spirit Award	3
1300-3	Korea Veterans Association/ MGen J.M. Rockingham Bursary	3
1300-4	Lord Strathcona Trust Fund	2
1300-5	Cadet Scholarships	2
1310-1	Handling Over and Change of Command	3

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File Number	File Name	Destroy
1310-2	Handing Over and Change of Command - RCSCC	3
1310-3	Handing Over and Change of Command - RCACC	3
1310-4	Handing Over and Change of Command - RCACS	3
1325-1	Historical Matters	10 PAC
1350-1	Information Services - Newspapers	2
1370-1	Inspections	3
1370-2	Inspections - RCSCC	3
1370-3	Inspections - RCACC	3
1370-4	Inspections - RCACS	3
1450-1	Lectures, Lecturers and Briefings	1
1455-1	Legal Matters	10 PAC
1461-1	Legislative Acts	10 PAC
1510-1	Lists	5
1555-1	Photography	3
1566-1	Politics - Elections	3
1570-1	Postal Services - Administration	2
1600-1	Regulations and Orders	3
1600-2	Regulations and Orders - PACREGHQ Temporary Memos	3
1600-3	Regulations and Orders - Pacific Region Cadet Instructions	3
1600-4	Regulations and Orders - Cadet Administration and Training Orders (CATO's)	3
1630-1	Reports and Returns	3
1700-1	Social Functions	3
1775-1	Visits	1
1901-1	Organizations - General	10
1901-2	Organizations - RCSCC	10
1901-3	Organization - RCACC	10

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File Number	File Name	Destroy
1901-4	Organization - RCACS	10
1902-1	Organization - Base Planning - Closure of CFB Chilliwack	10
1950-1	Management - (Business Plan) Reorganizing	5
1960-1	Automatic Data Processing - Computers	5
SECURITY		
2100-1	Security - General	3
2100-1-1	Physical Security Survey – Annual Review - Headquarters	3
2100-1-2	Physical Security Survey – Annual Review – Sea Cadets	3
2100-1-3	Physical Security Survey – Annual Review – Army Cadets	3
2100-1-4	Physical Security Survey – Annual Review – Air Cadets	3
2140-1	Security of Personnel - Clearances	3
COMMUNICATIONS - ELECTIONS		
2700-1	Communications - Electronics	5
PUBLICATIONS		
2900-1	Publications	5
PLANS, OPERATIONS AND READINESS		
3000-1	Plans, Operations and Readiness	10 PAC
3235-1	Plans, Operations and Readiness - Maps, Mapping and Charting	10
3300-1	Plans, Operations and Readiness - Non-Military Activities - Commonwealth Games	10
TRAINING		
4500-0	Training - Policy	3
4500-1	Training - General	3
4500-2	Training - Sea Cadets	3

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File Number	File Name	Destroy
4500-2-1	Training - Sea Cadet - Maritime Operations - Deployment	3
4500-2-2	Training - Sea Cadets - YAG, Tender, etc	3
4500-2-3	Training - Sea Cadets - Cruises/Tours	3
4500-2-4	Training - Sea Cadets - Easter Cruise	3
4500-2-5	Training - Sea Cadets - PO1/PO2 Exams	3
4500-2-6	Sail Training Centre (Local Training)	3
4500-3	Training - Army Cadets	3
4500-3-1	Training - Army Cadets - Pre-Para	3
4500-3-2	Training - Army Cadets - National Star Certification	3
4500-3-3	Training - Army Cadets - Spring Rifle	3
4500-3-4	Training - Largebore and Smallbore	3
4500-3-5	Training – Army Cadet Expedition Training	3
4500-3-6	Training - Army Cadet Patrolling	3
4500-5	Training – Standard Harassment and Racist Prevention (SHARP)	3
4500-4	Training - Air Cadets	3
4500-4-1	Training - Air Cadets - Familiarity Flying (Power)	3
4500-4-2	Training - Air Cadets - Familiarity Flying (Glider) (Survey)	3
4500-4-3	Training - Air Cadets - Survival	3
4500-4-4	Training - Air Cadets - WO Evaluations	3
4500-4-5	Training - Air Cadets - Glider/Flying Scholarship Exams	3
4500-4-6	Training - Air Cadets - Evaluation Boards	3
4500-5	Training – Standard Harassment and Racist Prevention (SHARP)	3
4500-7	Training - Ranges and Training Areas	3
4500-2973	Training - Grouse Mountain Training Centre (GMTC)	3
4639-1	Training - Courses - General - Officers	3
4780-1	Training - Musical Training	3

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File Number	File Name	Destroy
4855-1	Training - Qualifications - General	3
4855-2	Training - Qualifications - Basic Officer Qualification Course (BOQ)	3
4855-3	Training - Qualifications - Military Occupation Course (MOC)	3
4855-4	Training - Qualifications - Junior Officer Leadership Course (JOLC)	3
4855-5	Training - Qualifications - Lieutenant Qualification Course (LTQ)	3
4855-6	Training - Qualifications - Captain Qualification Course (CAPTQ)	3
4855-7	Training - - Qualifications - Range Safety Officers Course (RSO)	3
4855-8	Training - Qualifications - Administration Officers Course (Admin O)	3
4855-9	Training - Qualifications - Supply Officers Course (Sup O)	3
4855-10	Training - Qualifications - Commanding Officers Seminar	3
4855-11	Training - Qualifications - A2 Tender	3
4855-12	Training - Qualifications - Jr Officers Sea Training Course (JOST)	3
4855-13	Training - Qualifications - Abseil Instructor	3
4855-14	Training - Qualifications - Cold Weather Indoctrination	3
4855-15	Training - Qualifications - Biathlon Coach	3
4855-16	Training - Qualifications - Tow Pilot Instructor	3
4855-17	Training - Qualifications - Glider Pilot Instructor	3
4855-18	Training - Major Qualification Course	3
4855-19	Training – Orienteering Instructors Course	3
4890-1	Training - Reports and Returns	3
4935-1	Training - Summer Training - General	3
4935-2	Training - Summer Training - Employment Summer Camps Regular/Reserve Augmentation	3
4935-3	Training - Summer Training - Exchanges	3
4980-1	Training - Training Directives and Instructions	3
4983-1	Training - Training Plans and Requirements	3
4985-1	Training - Training Standards (CTS)	3

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File Number	File Name	Destroy
SERVICE PERSONNEL		
5000-1	Service Personnel - Personnel	5
5000-2	Service Personnel - Personnel - Cadet Instructors Cadre	5
5000-3	Service Personnel - Personnel - Civilian Instructors	5
5000-4	Service Personnel - Personnel - Cadets	5
5000-6	Service Personnel - Personnel - Redress of Grievance	5
5140-1	Service Personnel - Competitions and Trophies	5
5140-1-1	Band Competition	5
5140-1-2	First Aid Competition	5
5140-1-3	British Columbia Rifle Association (BCRA)	5
5140-1-4	Drill Competition	5
5140-1-5	Biathlon Competition	5
5200-1	Service Personnel - Discipline - General	5
5225-1	Service Personnel - Documentation and Records (PERs)	5
5275-1	Service Personnel - Duties and Responsibilities	5
5400-1	Service Personnel - Honours and Awards	5
5500-1	Service Personnel – Leave	5
5545-1	Service Personnel - Messes and Institutes	5
CIVILIAN PERSONNEL		
6000-1	Civilian Personnel	5
MEDICAL SERVICES		
6600-1	Medical and Dental Services - Medical Plans and Services	3
DENTAL SERVICES		
6900-1	Medical and Dental Services	2
FINANCE AND ACCOUNTING		
7000-1	Finance and Accounting	3
7045-1	Finance and Accounting – Internal Audits	3

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File Number	File Name	Destroy
7200-1	Finance and Accounting - Financial Benefits - Pay and Allowances	3
7315-1	Finance and Accounting - Forecast of Expenditures	4F F indicates fiscal yrs
7490-1	Finance and Accounting - Write-Offs	5
TRANSPORTATION		
7500-1	Transportation	3
CONSTRUCTION ENGINEERING		
7600-1	Construction Engineering	5
7795-1	Construction Engineering - Ranges and Training Areas	5
EQUIPMENT AND SUPPLIES		
10001-1	Equipment and Supplies - General	5
10001-2	Equipment and Supplies - Special Projects	5
WEAPONS		
11000-1	Equipment and Supplies - Weapons	5
11300-1	Equipment and Supplies - Ammunitions and Explosives	5