

PROTECTED A (when completed)

LOCAL TRAINING – MONTHLY ATTENDANCE REGISTER

| Corps/Squadron | Location | | UIC |
|----------------|----------|----------------------|-----|
| | | | |
| Service Number | Rank | Surname and Initials | |
| | | | |

I am aware of my entitlement to receive pay for Local Training (LT) to a maximum of:

- a. 20 days per year for a paid Civilian Instructor/member of the Reserve Force other than CIC;
- b. 23 days per year for a CIC officer; or
- c. 33 days per year for a Corps/Squadron Commanding Officer.

This is based on two (2) paid days per month (total of sessions and/or day(s) recorded as attendance; normally each month from 01 September to 30 June). Additional paid days will normally be paid at the end of the training year, provided that I have reported attendance equal to or greater than the allocated number of paid days. I certify that I have volunteered to perform military duty/training without pay this month for any other days/sessions, which I recorded as attendance. I am aware of the implication of such service as outlined in CFAO 49-6.

| Sample Initials | | Full Signature | | | | | | | | | | Month | | Year | |
|-----------------|--|----------------|-----------------|----|------------|----|----|----|----|----|----|-------|--|------|--|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | | | | |
| S | | | | | | | | | | | | | | | |
| D | | | | | | | | | | | | | | | |
| | | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | | | | |
| S | | | | | | | | | | | | | | | |
| D | | | | | | | | | | | | | | | |
| | | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | | | |
| S | | | | | | | | | | | | | | | |
| D | | | | | | | | | | | | | | | |
| | | 31 | Sub-Total | | Total days | | | | | | | | | | |
| S | | | Sessions | | | | | | | | | | | | |
| D | | | Days | | | | | | | | | | | | |

Legend: S = Session – Less than 6 hours (2 Sessions = 1 Day)
D = Day – 6 Hours to 24 hours

Note: The Commanding Officer will verify each date of recorded attendance as authorized duty/training, by initialling the block to the right of the member's initials.

Certified that this attendance was for authorized LT by the Corps/Squadron Commanding Officer. These attendance records are available for audit purposes and the original shall be submitted to RCSU (Pacific) at the end of each month. Attendance sheets for the Commanding Officer shall be signed off by the applicable elemental SO2 at RCSU (Pacific).

Date Signature of Corps/Squadron CO / Elemental SO2

For RCSU(Pac) Use Only: Certified pursuant to Section 34 of the Financial Administration Act (FAA).

Date Signature of Approving Authority

Cdt #1355 (10-05)

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