

## **CADET MARKSMANSHIP PROGRAM**

Replaces: CRCO 1837, *Central Region Cadet Marksmanship Programme*

### **AIM**

1. The aim of this instruction is to detail the responsibilities and procedures applicable to the conduct of the Canadian Cadet Movement Marksmanship Championship Series (CCMMCS) in Central Region.

### **BACKGROUND**

2. Since its foundation, the cadet movement has used rifle handling and marksmanship training to help achieve its aims of developing good citizenship, promoting physical fitness, and stimulating interest in the Canadian Forces. Competitions have promoted sportsmanship, and interaction between cadets from different areas of Canada. The development of marksmanship instils determination, discipline, and self-confidence. Safe firearms handling practices emphasize personal responsibility and accountability. The marksmanship program promotes physical fitness by developing flexibility, balance, dexterity, coordination, and respiratory control. Marksmanship is one of the most popular and appealing aspects of all three cadet training programs.

3. In order to conform to new firearms legislation, environmental controls, and limited resources, Central Region introduced a revised Marksmanship Program in 1998. This Regionally Directed Activity (RDA) Optional Program is conducted under the auspices of the Department of National Defence (DND) utilizing the Daisy 853C Air Rifle with the purpose of emphasizing marksmanship as a sport. It was determined that the best way to accomplish this goal was to develop a universal, sustainable and affordable regional marksmanship program coordinated by the Regional Cadet Common Training Officer (RC Common Trg O) through Area and Zone Coordinators.

### **REGIONAL ORGANIZATION**

4. Zones. Cadet units are grouped into geographic zones for the purposes of competition coordination. The following guidelines are used to determine competition zones:

- a. normally, zones shall be established such that competitors and coaches are not required to travel more than two hours each way; and
- b. teams shall travel to, compete, and return home in a single day.

**Note:** Prior to September, Zone composition may be adjusted to account for changes in establishment of Central Region cadet units.

5. Central Region's four Areas are broken down into 27 zones as follows:
  - a. Western Ontario Area: Zones 1-9;
  - b. Central Ontario Area: Zones 10-15;
  - c. Eastern Ontario Area: Zones 16-20; and
  - d. Northern Ontario Area: Zones 21-27.
6. Regional OPI. The Officer of Primary Interest (OPI) for the Regional Marksmanship Program is the RC Common Trg O. Direct liaison is authorized between the Regional OPI and the Area Coordinators on marksmanship-related matters.
7. Area Coordinator. The Area Coordinator will liaise with and respond directly to the Regional OPI. They will also work with designated Points of Contact (POCs) at their respective Area Detachments to keep them informed, and secure Detachment assistance as required. Annex A outlines the duties and responsibilities of an Area Coordinator.
8. Zone Coordinator. Zone Coordinators will liaise with, and respond directly to, their respective Area Coordinator. Annex B outlines the duties and responsibilities of a Zone Coordinator.

#### **APPOINTMENT OF COORDINATORS**

9. Each June, the Regional OPI will review the status of all Area Marksmanship and Zone Coordinators, and with Detachment input, determine the suitability of existing coordinators for the upcoming year. When a new Zone Coordinator is required, the applicable Area coordinator will, in consultation with the Regional OPI, identify suitable replacements and seek concurrence from the applicable Detachment Commander.
10. When a new Area coordinator is required, the applicable detachment shall liaise with the Regional OPI to appoint a replacement.

#### **CONDUCT OF PROGRAM**

11. The Regional Cadet Support Unit (Central) (RCSU Central) is responsible for the implementation of national marksmanship policies and the coordination and supervision of the cadet marksmanship programme. Area Cadet Detachments are responsible for supporting the marksmanship programme in their respective Areas.
12. Guidance on this program, including how to develop a unit marksmanship team, can be found in the A-CR-CCP-177/PT-001, *Cadet Marksmanship Program Reference Manual*, which contains the following resources:

- a. Air Rifle Training Manual;
- b. Air Rifle Training Aide-mémoire;

- c. Unit Marksmanship Team Yearly Training Plan; and
  - d. CCMMC Rule Book.
13. In addition, a DVD on Air Rifle Marksmanship (A-CR-CCP-177/PV-002) has been produced and distributed to all units within Central Region.
14. Age Classification. For purposes of classification for this competition, a **Junior** is a cadet who has not, or will not have, reached their 15<sup>th</sup> birthday on or before the final day of the National Cadet Marksmanship Championship (*including the final day of travel*) of the Championship year (*normally 15 May*). A **Senior** is a cadet who is at least 15 years of age as of the final day of the National Cadet Marksmanship Championship (*including the final day of travel*) of the Championship year (*normally 15 May*).

#### Stage I – Corps/Squadron

15. Each corps/squadron will conduct basic air rifle training between September and December culminating in a unit air rifle match to select a team to participate in Stage II of the CCMMCS. The competition will be conducted in accordance with the CCMMCS Reference Manual.
16. Teams proceeding to the zone competitions (Stage II) must consist of five members. All members must be enrolled as cadets no later than (NLT) 31 January of the championship year and at least two members must be juniors.

#### Stage II – Zone Competition

17. A number of zone competitions will be held throughout the region. These competitions will begin no earlier than 1 January, and shall be completed NLT the second Sunday of March. In the interest of exposing cadets to match conditions and developing their ability to deal with the pressures of shoulder-to-shoulder competition, Stage II will be conducted shoulder-to-shoulder, and under match conditions as detailed in the CCMMCS Rule book.
18. Each zone competition will be organized and run by a Zone Coordinator with indirect assistance from the applicable Area coordinator.
19. Attempts will be made to accommodate units unable to compete in their assigned zone. Units must advise their Zone Coordinator in advance who will arrange for participation in a neighbouring zone or, as a last resort, will instruct the unit on participating by means of either a postal shoot or supervised match.

Stage III – Regional Competition

20. Organized and run by the Regional OPI, the Regional Air Rifle Championship is normally held in April. Competition team selection is based on zone competition results as per the following allocations:

- a. Western Ontario Area – top 4 teams;
- b. Central Ontario Area – top 4 teams;
- c. Eastern Ontario Area – top 4 teams;
- d. Northern Ontario Area – top 4 teams; and
- e. the next 7 highest scoring teams regardless of Area (*in addition to the above top teams from each Area*).

21. Further, the two highest scoring Junior cadets, and the three highest scoring Senior cadets in Stage II competitions, not already members of qualifying teams, will also be invited to compete at the Regional Air Rifle Championship.

Stage IV – National Competition

22. The National Air Rifle Championship is normally held in May of each year. Team selection for the National Championship will be based on Regional Air Rifle Championship standings. Central Region is entitled to send:

- a. one corps or squadron team consisting of five members, two of which must be Juniors; and
- b. two composite teams each consisting of five members (at least two members on each team must be Juniors).

**SERVICE SUPPORT**

23. Funding to support all Zone-level aspects of Central Region's CCMMC program is downloaded from RCSU Central to each Area Detachment. *Exception:* The purchase of medals will remain the responsibility of the Regional OPI, and funded directly by RCSU Central.

24. Funding - Zone Competitions. Funding direction is as follows:

- a. Area and Zone Coordinators have the authority to incur the following expenses in order to effectively conduct zone competitions:
  - (1) pay for Zone Coordinator (1 one per zone competition);
  - (2) pay for two or three additional staff members (e.g. Range Safety Officer (RSO), target scorers); and

(3) lunch meal, as required.

- b. all other expenses must be authorized in advance by the applicable detachment representative in consultation with Regional OPI as required, e.g., rental fees for zone shoot competition venues, Ontario Rifle Association (ORA) officials, accommodation for special staffing, miscellaneous supply items and pay as required above limits stated in this direction;
  - c. transportation of teams to zone competitions is a detachment responsibility. Teams must submit, in advance, any required transportation requests directly to their detachment; and
  - d. there is no funding allocated to pay team escort officers.
25. Funding - Regional Air Rifle Championship: Funding direction is as follows:
- a. RCSU Central will cover costs of staff, accommodation, rations, facilities, and awards. RCSU Central will initiate and process pay forms and travel claims and travel claims for staff hired for regional marksmanship competitions;
  - b. payment of any costs required to transport teams to and from the regional competition is the responsibility of the applicable detachment. The detachments will process these claims; and
  - c. there is no funding allocated to pay team escort officers.
26. Pay:
- a. Area Coordinators are entitled to a maximum of 10 days each per training year; and
  - b. Zone Coordinators are entitled to a maximum of four days each per year to plan and conduct zone competitions shoots.
27. Submission of Pay Sheets :
- a. all pay for staff working at Zone competitions shall be processed by the respective detachment;
  - b. each Area Coordinator will advise their respective detachment of the days worked for themselves and each of their Zone Coordinators, plus any additional pay required for additional staff (up to three days per Zone competition);

- c. pay information should be submitted immediately following zone competitions and NLT 31 March.

## **AWARDS**

28. Medals will be awarded at each zone competition as follows:
  - a. 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place teams (five each of gold/silver/bronze medals);
  - b. 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place individual (one each of gold/silver/bronze medals); and
  - c. 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place Junior (one each of gold/silver/bronze medals).
29. All awards will be purchased by the Regional OPI and provided to the Zone Coordinators through the Area coordinators.

## **REFERENCES**

- CATO 14-41, *Authorized Rifle Training*
- CATO 14-43, *Marksmanship Program*
- CRCSO 101/98, *Central Region Cadet Shooting Programme*
- A-CR-CCP-177/PT-001, *Canadian Cadet Movement Cadet Marksmanship Program Reference Manual*
- A-CR-CCP-177/PV-002, *Air Rifle Marksmanship (DVD)*
- CRCI 4402, Annex A, *Terms of Reference, Area coordinator – Central Region Canadian Movement Marksmanship Championship Program*
- CRCI 4402, Annex B, *Terms of Reference, Zone Coordinator – Central Region Canadian Movement Marksmanship Championship Program*

OPI: RC Trg O

Date: 1 January 2014

**TERMS OF REFERENCE –  
ZONE COORDINATOR, CENTRAL REGION  
CCM MARKSMANSHIP CHAMPIONSHIP SERIES**

**GENERAL RESPONSIBILITIES**

1. Reporting to the Area Coordinator, the Zone Coordinator is responsible for the planning and implementation of the Zone Air Rifle Competition for the corps/squadrons assigned to their zone, as well as the compilation and reporting of the competition scores.

**SPECIFIC RESPONSIBILITIES**

2. The Zone Coordinator shall:
- a. ensure all safety regulations are implemented and obeyed during all competition activities;
  - b. locate and arrange for competition venue (should be booked one year in advance whenever possible);
  - c. provide target frames in sufficient quantity to conduct the competition in an efficient manner;
  - d. plan and write the Zone Competition Operation Order, ensuring all details of location, timings, competition basic rules, team composition, assignment of a qualified RSO and other duty personnel are included;
  - e. ensure that the respective Detachment Supply Officer is aware of the date and location of zone competition well in advance (i.e., approx 3-6 months) so that necessary supplies are ordered, shipped and made available as required;
  - f. conduct the competition, and oversee all aspects of the competition organization and process;
  - g. maintain a satisfactory knowledge of the Canadian Cadet Movement Marksmanship Championship Series rules;
  - h. compile all scores for the competition and forward them, in detail, to the Area coordinator within five working days of the competition;
  - i. submits pay request for proper number of allocated days (for the Zone Coordinator and three hired staff) to the Area Coordinator NLT one week following the Zone competition; and

- j. ensure all RSOs employed at zone competitions hold current RSO Air Rifle (AR) qualifications.

3. The Zone Coordinator will maintain close contact with the Area Coordinator to ensure that the competition is planned and implemented in an efficient manner, while making use of the assistance and experience of the Area Coordinators as required.

**TERMS OF REFERENCE –  
AREA COORDINATOR, CENTRAL REGION  
CCM MARKSMANSHIP CHAMPIONSHIP SERIES**

**GENERAL RESPONSIBILITIES**

1. Reporting to the Regional OPI, and in consultation with the designated area detachment points of contact (POCs), the Area Coordinator will arrange for the organization of area corps and squadrons into the correct number of zones, identify Zone Coordinators, and ensure that Zone Coordinators are supported and advised regarding their arrangements for, and conduct of, zone competitions in their respective area of responsibility (AOR).

**SPECIFIC RESPONSIBILITIES**

2. The Area Coordinator shall:
- a. maintain direct liaison with the designated area detachment POC to ensure effective communication regarding competitions and the provision of specific detachment support;
  - b. exercise strong communication skills to ensure all Zone Coordinators are fully aware of their responsibilities, and assist them with the planning and implementation of their respective competitions;
  - c. ensure that all Zone Coordinators are provided, and fully familiar with, all safety requirements and rules of conduct for a competition;
  - d. ensure that appropriate supplies are provided to the Zone Coordinators for the conduct of the competitions by maintaining regular contact with the respective Area Supply Officer;
  - e. ensure the collection of all scores from each zone competition and forward them to the Regional OPI within 10 days of a zone competition;
  - f. ensure that all RSOs employed at zone competitions hold current RSO AR qualifications;
  - g. advise Regional OPI of unit participation statistics to allow for tracking of program progress and determine areas that require improvement;
  - h. attend one or two zone competitions per year to provide additional assistance to new Zone Coordinators and/or struggling zones as required;

- i. in conjunction with the Regional OPI, encourage non-participating units to join the programme by assisting them in getting qualified RSO and coaching clinics, etc;
  - j. create a zone information list for their AORs, and ensure its distribution to all cadet units, Zone Coordinators, designated Detachment POCs, and Regional OPI prior to 1 September each year. This information list will include:
    - (1) Zone Coordinators;
    - (2) cadet units within each zone; and
    - (3) contact information for all key personnel in each zone;
  - k. follow all details of zone competition planning in order to ensure Zone Coordinators are properly supported. Area Coordinators are also responsible to submit an outline of planned zone competition dates, locations, and staffing to the Regional OPI NLT 15 December each year;
  - k. ensure that the appropriate pay requests and authorized claims for zone competitions are submitted by Zone Coordinators;
  - l. forward Zone and personal pay requests to the appropriate detachment personnel NLT 31 March;
  - m. advise/receive authorization from Regional OPI for any additional expenses expected; and
  - n. in consultation with the designated area detachment POCs, make recommendations to the respective Detachment Commander and the Regional OPI for replacement Zone Coordinators as required. Area Coordinators shall advise the Regional OPI NLT 31 May as to whether or not current Zone Coordinators are available for the next training year.
3. The Area Coordinator will maintain direct liaison with the Regional OPI to ensure the effective implementation of the Area and Zone Competitions in their AORs.