

WARNING ORDER: 010-1920-008

1. SITUATION:

- a. Summer Basic Commandant Training Course
- b. Dates: 24-30 June Start and End Times: 0800 hrs. 24 June/ 1200 hrs. 30 June (23 June is a Travel Day)
- c. Location: Camp San Luis Obispo
- d. Units participating: All individuals needing to obtain a Preliminary Drill Credential or new to adult membership in CACC
- e. Participation Requirements: Ability to attend the entire length of the program.
- f. Training events planned: CSTP's, Curriculum & Planning, Basic Drill, Cadet Management, Instruction, etc. A detailed schedule of activities will be e-mailed to participants.
- g. Uniform is CMU or its equivalent
- h. BCTA is a course required for all newly appointed CACC adult personnel, contributing to their professional development, promotion qualification, and knowledge of the curriculum, policies, and regulations of the organization.
- i. BCTA is required within 18 months of appointment into the California Cadet Corps.

- 2. MISSION:** 24-30 June 2020, California Cadet Corps conducts the Basic Commandant Training Academy at Camp San Luis Obispo to give new commandants knowledge and skills to run or support a Cadet Corps program in their school or brigade, administration of the Basic Commandant Knowledge Test for acquisition of TAG Letter for credential, and professional development for future promotions.”

3. EXECUTION:

- a. To offer a training academy to insure all commandants teaching the course are better prepared to meet the challenges of instruction, operations, and inspections in the CACC program.
- b. The Commandant Training Academy will focus on the criteria of operations as per Cadet Regulation CR 3-1, Chapter 8, see the CACC website (<https://cacadets.org/Regulations>).
- c. Each day will consist of approximate 8 hours of class time and 2 hours of lab/test time.
- d. Class Hours will be from 07:30AM until 8PM
- e. Attendees will be given 1-hour each for lunch and dinner.
- f. Classes will consist of instruction, application, drill, and group work.

- g. The Basic Commandant's Knowledge Test will be administered in sections during lab time. • The hours of 6PM-8PM will be used for lab work or testing.
- h. Attendees not completing the entire course AND/OR not passing the Commandant Knowledge Test will not be approved for The Adjutant General Letter.

4. SUSTAINMENT:

- a. Participants will be provided contract meals at no cost to the participants beginning with the evening meal, from 5 pm – 6:30 pm, on 23 June 2020 and ending with the morning meal on 30 June 2020.
- b. Participants will be provided with open bay billets at no cost to the participants the evening of 23 June 2020 through the morning of 30 June 2020. For individuals that would like private billeting you will need to contact billeting at 805-594-6500. NOTE: Private billeting or is at the expense of the participants. See Annex 1 Summer Basic Commandant Training Academy June 2020
- c. Students should explore requesting school site funds to pay for a billet, try to request BCTA as a school conference for professional development funds from your site.
- d. **Applicants are highly encouraged to apply for the Cadet Corps prior to attending the BCTA.** Members of the CACC can be paid for their time at BCTA.
 - o Please go to <https://cacadets.org/node/113> and complete the Commandant Application Package. **Package must be completed and approved prior to BCTA in order to obtain these benefits.**
- e. Transportation to and from CSLO and while at CSLO is the responsibility of the participant and will not be reimbursed at state expense.
- f. Individuals not yet appointed in the California Cadet Corps will wear a black polo shirt and khaki trousers. The black CACC polo shirt can be purchased in advance by going to www.cadetstore.org shirt prices are \$25.
- g. All attendees who are officially appointed members of the California Cadet Corps or members of the California National Guard or California State Military Reserve will be expected to wear the regulation ACU uniform IAW CR 1-3 and AR 670-1 or the Commandant Multipurpose Uniform (CMU) IAW Change 2 to CR 1-3 to all classes and activities during the academy.
- h. **Registration: Persons interested in enrolling in BCTA, Summer 2020 must fill out this form by 15 MAY 2020: <http://bit.ly/2xQ3C29>**
- i. **KEY SUSPENSE DATES:**
 - i. 15 May 2020: Instructor/Assignment request in to CPT Burns
 - ii. 15 May 2020: Student request in to CPT Burns
 - iii. 24 June 2020: First Day of Instruction
 - iv. 30 June 2020: Last Day of BCTA
- j. **If a minimum number of attendees are not confirmed by the 01 June cut off- then the training will be cancelled and postponed to a later date.**

5. COMMAND & SIGNAL:

- a. Project Officer for this BCTA is CPT Tate Burns. Email: tate.burns@cacadets.org.
- b. Instructors & Assignments: TBD (Any already qualified Commandant, teacher, or academic coach wishing to participate as a BCTA instructor please contact CPT Burns (tate.burnst@cacadets.org). Instructors will be assigned on a case by case basis. Those wishing to instruct will email CPT Burns with full contact information, area of expertise, topic of instruction.

ACKNOWLEDGE:

Burns
CPT, CACC

DISTRIBUTION:

Brigade Advisors
Uncredentialed Commandants
Principals
School Staff Prospective Members

ANNEX A: (General instructions / Packing List) to Summer Basic Commandant Training Academy (SBCTA)

1. General (Resident Courses)
 - a. Billeting is available throughout the course. Billeting will be available at no cost, but students may choose their own lodging at their own expense. NO REIMBURSEMENT from CACC.
 - b. Location – Camp San Luis Obispo, 10 Sonoma Ave. Bldg 1402,, San Luis Obispo, CA 93405
 - c. Arrival – Travel day 23 June 2020
 - d. Report – 0730 @ Bldg TBD
 - e. Dining – Meals are provided and per diem will not be authorized during specified dates.
 - f. Packing List

2. The following packing list details the required for the Basic Commandant Course (BCTA). Required:
 - a. Valid Driver's License, Valid Auto Insurance, Valid Vehicle Registration
 - b. **Prior to arrival, have a Google Drive and Google Docs set up, preferably from your school, please email CPT Tate Burns for assistance.**
 - c. Lap Top/Chrome Book, or Tablet with WiFi capability and USB compatible
 - d. Note taking materials (Pens, pencils, paper)
 - e. Thumb Drive
 - f. Uniform: OCP, CMU, or approved military organization
 - g. Hygiene Kit
 - h. Bath towel, wash rag
 - i. Shower shoes
 - j. Sleeping Bag and Pillow
 - k. Laundry bag

3. **Highly Recommended:**
 - a. Book bag
 - b. Water Bottle
 - c. Ear plugs
 - d. Civilian Clothes
 - e. Single bed size Air Mattress