

CORPS LEADERSHIP
ROYAL CANADIAN CORPS OF SIGNALS



RCCS Corps Office
Garrison Kingston
11 Satellite Avenue
Kingston, Ontario, K7K 7B4



LEADERSHIP DU CORPS
CORPS DES TRANSMISSIONS ROYAL DU CANADA

Bureau du Corps de CTRC
Garrison Kingston
11 Satellite Avenue
Kingston, Ontario, K7K 7B4



1180 (Corps Adjutant)

20 September 2024

Distribution List

ADMIN INSTRUCTIONS:
RCCS CORPS CONFERENCE 2024

1. SITUATION. The RCCS aims to facilitate a Corps Conference twice per year. Each iteration targets a range of subjects spanning recruitment & retention issues to operational & training concerns. This engagement shall leverage the expertise of key RCCS leadership and staff to examine how to address complex issues and challenges whilst updating attendees with a '*State of the Corps*' series of briefings.

2. MISSION. The RCCS shall host a Corps Conference on 24-27 October 2024 at Garrison Kingston's Vimy Officers' Mess IOT address Corps-specific priorities from a total force perspective.

3. EXECUTION

a. Concept of Operations

(1) Intent. My intent is to deliver a relevant meeting that (1) apprises the Corps leadership on forthcoming initiatives and (2) identifies hindrances to the RCCS requiring solutions via focused Working Groups. Though independent from the Branch, participants are encouraged to attend various C&E Week events such as the annual C&E Branch Mess Dinner;

(2) Scheme of Manoeuvre. The Corps Conference shall unfold in four (4) phases:

(a) Phase 1 – Research. OPIs shall prepare deliverables in time for Day 1 of the Conference. In addition, OPIs shall create a succinct '1-Pager' outline for Director Signals to overview salient points. The Corps Adjutant will ensure each file is included into attendee briefing packages;

(b) Phase 2 – Registration. Upon receipt of these instructions, members are requested to register for the Conference (link below) and to forward registration details throughout their C-of-C to encourage attendance;

(c) Phase 3 – Corps Conference. The meeting shall unfold in two stages:

i. Stage 1 – Corps Update. Presentations on Thu, 24 Oct 24; and

ii. Stage 2 – Corps Working Group. Briefings due Fri, 25 Oct 24.

(d) Phase 4 – Army Reserve Corps Conference. Presentations focused on Army Reserve matters shall take place at the VOM on 26-27 Oct 24.

- (3) Main Effort. This year's focus centres on the 'structure' of the Corps including the proposed HQ & Sig Regt concept and the branding / career stream management of our occupations, and
- (4) End State. The End State shall be declared once all attendees receive the roster of presentations, and future direction concerning Working Group outputs and timelines is established in preparation for the Spring Conference (May 2025).

b. Groupings & Tasks

- (1) Corps Adjutant. Serve as the conference administrator for all phases of the engagement. Ensure facility bookings and presentation materials are arranged;
- (2) Key Attendees. As follows:
 - i. 1st – Registration. Register for the Corps Conference (see link below) and be sure to confirm either in-person or virtual attendance;
 - ii. 2nd – Travel Co-ordination. Travel is an individual responsibility, and the Corps Office shall not incur any expenses;
 - iii. 3rd – Rations & Quarters Co-ordination. Arrange R&Q requirements with the Garrison Kingston. Contact details are listed below;
 - iv. 4th – Deliverables. Ensure the Corps Adjutant possesses all presentation materials, slide decks, and the 1-Pager Precis; and
 - v. 5th – Invitations. Forward registration information throughout your C-of-C as you deem fit to ensure maximum attendance.

c. Co-ordinating Instructions

- (1) Agenda. See Annex A;
- (2) Locations. See Annex D:
 - i. Conference Venue Vimy Officers' Mess and MS Teams;
 - ii. Break-out Rooms Forde – Rooms 1, 2, 16, 116, and 221;
 - iii. Base R&Q Building B-37; and
 - iv. Dining Facility Rutledge Hall.

(3) Uniforms

- i. Corps Conference Number 5 – Operational Dress (CADPAT);
- ii. Carruthers Gravesite Number 3 – Service Dress with Medals
(Optional C&E Week Event); and
- iii. Mess Dinner Number 2 – Mess Dress
(Optional C&E Week Event).

(4) Messing. Meal hours at the Rutledge Dining Hall are as follows:

- i. Breakfast 0600-0900 (Weekday) | 0600-1000 (Weekend);
- ii. Lunch 1100-1300 (Weekdays & Weekends); and
- iii. Dinner 1630-1830 (Weekdays & Weekends).

4. SERVICE SUPPORT

- a. Financial. In-person conference participants shall assume all costs associated with this event. Reserve pay remains a unit responsibility;
- b. Administrative. Participants who require administrative assistance to support their attendance or require C2IS, briefing preparations, etc. to aid in subject delivery are requested to contact the Corps Adjutant as soon as practicable; and
- c. Rations & Quarters. Contact Base R&Q (contact information below) to confirm a room booking and meal card (for use at Rutledge Dining Hall). Optimal / preferred quarters are C-52 and C-53 as they are proximate to the VOM and the Forde Building.

5. COMMAND & SIGNALS

a. Conference Points-of-Contact:

- (1) Conference Chair Col Walter Jull, D Sigs, 947-9498;
- (2) Conference Co-Chair Col Marc Prince, D Sigs (NCM), 226-6173;
- (3) Conference Co-Chair (ARes) LCol Lisa Smid, Dep D Sigs (ARes), 289-968-6031;
- (4) Conference Host LCol Genevieve Audet, Dep D Sigs, 271-5200;
- (5) Conference Administrator Maj Blair Christie, Corps Adjt, 271-5283; and
- (6) Conference NCM Liaison CWO Trevor McInnis, Corps Chief, 271-8386

- b. Presentation Leads As per Annex A;
- c. C&E Week OPI (concurrent event) Maj Greg McDonald, C&E Br Adj, 271-8397;
- d. Garrison Kingston Accommodations R&Q.BaseKingston@forces.gc.ca or 271-5432;
- e. Key Links:
 - (1) Conference Registration Link (ACIMS):
<https://acims.mil.ca/org/CFSCE/RCCS-CTRC/Lists/Corps%20Conference%20Registration/AllItems.aspx>
 - (2) Virtual Attendance Link (MS Teams):
https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTczZmUxNmYtN2RiMC00NDNlLWIyMjYtMmE1YzQwMWU0ZjZk%40thread.v2/0?context=%7b%22Tid%22%3a%22325b4494-1587-40d5-bb31-8b660b7f1038%22%2c%22Oid%22%3a%22fc9722b0-778e-414e-baac-125c7e8d115b%22%7d

JULL,
WALTER 714

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JULL, WALTER 714
Date: 2024.09.20
14:14:41 -04'00'

Colonel Walter Jull
Director Signals
(Officers)

THIBAUT,
BRUNO 292

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Date: 2024.09.21 07:21:21 -04'00'

CWO Trevor McInnis
Corps Chief

PRINCE. MARC 701

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701
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Colonel Marc Prince
Director Signals
(NCMs)

Annexes

Annex A – Corps Conference Schedule
Annex B – Working Group Subjects
Annex C – Army Reserve Corps Conference Schedule
Annex D – Garrison Kingston Map

Distribution List (Page 5)

CAN UNCLASSIFIED

Distribution List

Action

C Army HQ//CoS A Ops/CoS A Strat/DDACSI/DLR/DLFD/DLCSPM
2 Cdn Div//G6
3 Cdn Div//G6
4 Cdn Div//G6
5 Cdn Div//G6
1 HQ & Sig Sqn//CO/RSM
2 HQ & Sig Sqn//CO/RSM
5 HQ & Sig Sqn//CO/RSM
2 CDSG Sig Sqn//CO/SSM
3 CDSG Sig Sqn//CO/SSM
4 CDSG Sig Sqn//CO/SSM
5 CDSG Sig Sqn//CO/SSM
31 Sig Regt//CO/RSM
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36 Sig Regt//CO/RSM
37 Sig Regt//CO/RSM
38 Sig Regt//CO/RSM
39 Sig Regt//CO/RSM
41 Sig Regt//CO/RSM
21 EW Regt//CO/RSM
CADTC//G6
CTC//G6
CFSCE//Cmndt/RSM
CMTC//G6/FoS/LCS//D Mil C 5

Information

RCCS Corps Office//Dir/Dir (NCM)/Dep Dir/Dep Dir (Res)/Adj/CWO
C&E Branch//Adj/CWO
CJOC HQ//J6
1 Cdn Div HQ//J6
7 Comm Gp//Comd/Gp CWO
76 Comm Regt//CO/RSM
77 Line Regt//CO/RSM
CJOC HQ//J6
CFJOSG//J6
CFJSR//CO/RSM
CANSOFCOM HQ//J6
D Mil C 5