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3350-1 (Regt Col)

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Distribution List

THE ROYAL REGIMENT OF CANADIAN ARTILLERY (RCA)
OPERATION ORDER
FOR THE 150th ANNIVERSARY COMMEMORATION OF THE ESTABLISHMENT OF
A & B BATTERIES (UBIQUE 150)

- References (Refs): A. [1110-1, CDS/DM Directive for Operation Distinction – CAF Sp to the Government of Canada National Commemoration Program, 31 January 2014](#)
B. [3350-1 \(G35 Contl\), Canadian Army \(CA\) Operation Order – CA Support \(SP\) Plan – Operation \(OP\) Distinction, 4 April 2014](#)
C. [TB Directive on Travel, Hospitality, Conference and Event Expenditures, 29 October 2014](#)
D. [The Royal Regiment of Canadian Artillery Family Strategy, 23 March 2015](#)
E. [RCA Strategic Capabilities Assessment, 29 April 2016](#)
F. [3350-1 \(G35 Contl\), Op Distinction and Tribute – Amplification of the Authorities for the Execution of Events, 14 June 2016](#)
G. [Joint CDS/DM Directive: Op Generation, 28 May 2018](#)
H. [Senior Serving Gunner \(SSG\) Letter to the Commander of the Canadian Army \(CCA\) on the 150th Anniversary Commemoration of the Establishment of A & B Batteries, 14 June 2019](#)
I. [CCA Letter to SSG, Response to Proposed Commemoration – 150th Anniversary of the Establishment of A & B Batteries, 27 August 2019](#)
J. [A-AD-200-000/AG-000 The Heritage Structure of the Canadian Forces](#)
K. [A-DH-265-000/AG-001, Canadian Armed Forces Dress Instructions](#)
L. [A-AD-201-000/PT-000, CF Manual of Drill and Ceremonial](#)

SITUATION

1. Context. Operation DISTINCTION refers to ongoing Canadian Armed Forces (CAF) support to the Government of Canada's Military Commemoration Program. The Canadian Army (CA) retains the lead for army specific commemorations and discharges this responsibility under the heading of Operation TRIBUTE. The 150th anniversary, in 2021, of the establishment of "A" and "B" Batteries - often considered the first "full-time" or "regular" elements of the post-Confederation Canadian Army - is a significant Canadian

military milestone. The commemoration of this milestone offers great potential to contribute to the attainment of the objectives and overall success of Operations TRIBUTE and DISTINCTION.

2. Background.

- a. Following the American Civil War, Britain's policy was to make self-governing colonies responsible for their own defence. Consequently, in 1871, all Imperial troops in Canada, excepting the Halifax garrison, were withdrawn. In response, the Canadian Government issued, on 20 October of that year, Militia General Order 24 which authorized the establishment of "A" and "B" Batteries as batteries of Garrison Artillery, in order to provide for the care and protection of Fort Henry in Kingston and La Citadelle in Quebec City and to serve as practical Schools of Gunnery for the training of all ranks of the Militia artillery. They were commanded by Lieutenant-Colonels G.A. French and T.B. Strange, on secondment from the British Army, and manned by officers and men on attachment from Active Militia field and garrison batteries around a nucleus of instructors formerly of the Royal Artillery. They were very much "total force" units and their impact was profound.
- b. Today's "A" and "B" Batteries of 1st Regiment, Royal Canadian Horse Artillery are direct descendants of the two batteries formed in 1871. The significance of their establishment transcends the heritage of a single regiment or corps – even one as large and deeply rooted as the RCA. Replacing as they did the withdrawing British Army garrisons; their formation marked a watershed in Canadian military history. Henceforth, Canada would bear responsibility for its defence commensurate with its new political autonomy. Thus, the 150th anniversary of this event is of historical importance not only for The Royal Regiment but for the Canadian Army and for Canada itself. The recognized period of commemoration, 01 April - 04 December 2021, lends itself to the conduct of activities promoting and celebrating RCA, CA and Canadian identity, heritage and pride at the local, regional and national levels.

3. Objectives.

- a. Revitalize and reinforce the implementation of the RCA Family Strategy with a view to fostering a proud, credible, relevant, cohesive and valued RCA;
- b. Promote and enhance the RCA's contribution to the success of the CA and the CAF; and
- c. Increase Canadians' awareness of the RCA and its presence in their communities.

4. Themes & Key Messages. The following themes and key messages will inform the selection and conduct of UBIQUE 150 activities and associated marketing and communications efforts:

a. Themes.

- (1) Pride in the status of “A” and “B” Batteries as the founding elements of Canada’s professional Army;
- (2) Pride in the status of “A” and “B” Batteries as the Army’s first “total force” units;
- (3) Pride in the status of “A” and “B” Batteries as the Army’s first arms schools (Schools of Gunnery);
- (4) Pride in The Royal Regiment’s roots in Kingston and Quebec City including our connection with La Citadelle, Parc d’Artilerie, Fort No. 1 Lévis, Fort Henry, Fort Frontenac and the RCHA Brigade Association;
- (5) Pride in the legacy inherited from the pre-Confederation Gunners of Nouvelle France and British North America;
- (6) Pride in the role played by Gunners in the formation of the Northwest Mounted Police;
- (7) Pride in the ubiquitous role played by Gunners in Canada’s military operations from 1885 to the present;
- (8) Pride in the leadership, courage and innovation exhibited by our “Great Gunners” while in uniform and of the renowned contributions of many of them to the civil life of the Nation;
- (9) Pride in our cohesiveness as a “Regiment of Regiments”;
- (10) Pride in our presence in 33 communities from Coast to Coast;
- (11) Pride in our bilingual character;
- (12) Pride in the Gunner heritage of the Home Station and its relationship with the people of Southwestern Manitoba;
- (13) On the occasion of the 150th anniversary of British Columbia’s entry to Confederation, pride in our longstanding presence in that province;
- (14) Pride in the status of the RCA Museum as one of Canada’s leading military museums and its invaluable role, along with other artillery museums, in preserving and interpreting our history;
- (15) Pride in the role played by 30th Fd Regt (The Bytown Gunners) in the ceremonial life of the Nation’s Capital;
- (16) Pride in the RCA Band and other artillery bands and their role in instilling martial spirit in our ranks and helping to keep The Royal Regiment and the Army in the public eye;

- (17) Pride in our ethos of “On Time and On Target”;
- (18) Pride in our adage of, “Once a Gunner, Always a Gunner”;
- (19) Pride in the breadth and depth and strength of our Regimental Family;
- (20) Pride in our Alliance with the Royal Regiment of Artillery and all that we hold in common with the Gunners of Australia and New Zealand;
- (21) Pride in our loyal service to our Captain General of 68 years;
- (22) The inspiration to be found in the exploits of those Gunners who have gone before; and
- (23) Our enduring memory of, and gratitude to those 4881 Gunners who, since 1885, have given their lives for Canada.

b. Key Messages. (Drawn from Ref E):

- (1) The RCA has been and will remain a key and effective member of the Canadian Army;
- (2) It is a family of regular and reserve soldiers that depends upon well-trained reservists to deploy and sustain operationally effective artillery organizations; and
- (3) The RCA is much more than guns and guaranteed close fire support to infantry and armour – it provides beyond line of sight persistent surveillance and target acquisition, fire support coordination, airspace coordination, economical 24/7 long range precision strike, synchronization of targeting; and soon, once again, ground based air defence. Also, on the part of selected units, as a secondary role, Light Urban Search and Rescue.

5. Assumptions.

- a. All UBIQUE 150 activities approved by the Senior Serving Gunner (SSG) will be recognized under the Operation TRIBUTE/ DISTINCTION umbrella; and
- b. Formation commanders will approve the inclusion of UBIQUE 150-related expenditures in RCA unit operating plans.

6. Limitations.

a. Constraints.

- (1) All UBIQUE 150 activities must take place within the period 1 April - 4 December 2021;

- (2) Conduct of UBIQUE 150 activities must yield priority of effort to ongoing operations and training;
 - (3) The availability of public and/or non-public funding and other resources must be confirmed prior to making UBIQUE 150-related commitments;
 - (4) Where practical, provision must be made for the appropriately balanced participation of Reg F and P Res personnel in national and regional UBIQUE 150 activities;
 - (5) Historical content of UBIQUE 150 marketing and communications products must be coordinated with the Directorate of History and Heritage (DHH) through RHQ RCA;
 - (6) External messaging must be coordinated with CA HQ or CJOC/ National Commemoration Cell through the UBIQUE 150 National Coordination Cell (NCC); and
 - (7) Invitations to VIPs must be coordinated with CA HQ through the UBIQUE 150 NCC.
- b. Restraint. No commitments are to be made to organizations external to the CA without seeking prior approval from CA HQ through the UBIQUE 150 NCC.

MISSION

The Royal Regiment of Canadian Artillery will commemorate the 150th anniversary of the formation of “A” and “B” Batteries with a view to strengthening the Regimental Family, promoting and enhancing our contribution to the success of the CA and the CAF and increasing Canadians’ awareness of the Regiment and our presence in their communities.

EXECUTION

7. Concept of Operations.

a. Intent.

- (1) Our intent is to leverage this commemoration in favour of the well-being of The Royal Regiment and, by extension, that of the Army and the Armed Forces;
- (2) As such, there is scope for action on all five of our Family Strategy’s lines of operation: celebrating our heritage, nurturing the regimental family institution and connecting with Canadians, certainly; but also, capability and leadership development and force generation where this anniversary may serve as a catalyst for increased efficacy of effort;
- (3) Moreover, there are roles to be played, gains to be made and enjoyment to be had by all Regimental entities including not only our

23 regiments and independent batteries but also the RCAS, the RCA Band, the RCA Museum, the Home Station, the Extra-Regimentally Employed, RHQ RCA, the RCAA and other artillery associations, re-enactor groups, affiliated cadet corps, honorary appointees and friends of the Regiment, retired Gunners and family members;

- (4) We will conduct this commemoration as a fire plan comprising activity at the national, regional and local levels infused with UBIQUE 150 themes and messages and aimed at UBIQUE 150 objectives;
- (5) At the national level, our signature activity will be execution of Public Duties in the UK to include Guard Mounting at Buckingham Palace, Windsor Castle and the Tower of London;
- (6) Other national level activities will include:
 - (a) UBIQUE 150 themed Gunner participation in the Army Ball, Fortissimo and the Army Run;
 - (b) Inclusion of an RCA team(s) in the Canadian Nijmegen March Team;
 - (c) A visit by the Master Gunner St James's Park;
 - (d) RCA Museum special and travelling exhibits;
 - (e) Issuance of a commemorative postage stamp by Canada Post (TBC);
 - (f) Issuance of a commemorative coin by the Royal Canadian Mint (TBC); and
 - (g) Special UBIQUE 150 iterations of the Regimental Leaders Course (RLC), RCA Board and RCA Association AGM.
- (7) Regional activities (the nature of which will be developed by lead units) will include:
 - (a) Quebec City event(s) led by 5 RALC supported by other 2 Div artillery units;
 - (b) Kingston event(s) (to include rededication of the RCHA Memorial with inscription of the names of those who fell in Korea and Afghanistan) led by 2 RCHA supported by other 4 Div artillery units;
 - (c) Shilo event(s) led by 1 RCHA supported by Comd Home Station and other 3 Div artillery units;
 - (d) BC event(s) (focused on our historical presence there in conjunction with activities marking that province's

sesquicentennial) led by 15 Fd Regt supported by 5 (BC) Fd Regt;

- (e) Atlantic Canada event(s) led by RCAS supported by 4 GS Regt and other 5 Div artillery units; and
 - (f) An event in Northern Canada (TBD).
- (8) At the local or unit level, Commanding Officers will be encouraged to inject a UBIQUE 150 flavour to events which are or would be programmed in the normal course of unit activities (*e.g.* adventure training, band concerts, skill-at-arms competitions, open houses, family days, freedom of the city parades, unit changes of command, *etc.*);
 - (9) The RCA Band will be asked to participate in as many UBIQUE 150 activities as possible with priority assigned to selected national and regional events. It is intended that other artillery unit bands will also participate in several UBIQUE 150 activities especially at regional and local levels;
 - (10) As good stewards of limited resources, the activities we undertake will be modest in terms of number, scale and cost but meaningful to stakeholders and conducted to a high standard;
 - (11) Activities will be financed by public funds where appropriate and as approved by the requisite authorities. Artillery Senate has also approved a modest allocation of non-public monies in the RCA Heritage Fund to UBIQUE 150 activities;
 - (12) It is anticipated that additional “grass roots” initiatives or proposals may emerge in the lead-up to 2021. To receive consideration for inclusion in the UBIQUE 150 program, they must not require any incremental resources or, be “self-funding” in this respect; and
 - (13) We will look to Commanding Officers and the leaders of other Regimental entities so tasked to conceive and execute activities with synchronization effected, and additional direction, guidance and resources provided, by the Regimental Colonel and the Director of Artillery supported by a command and control structure established, temporarily, for the purposes of UBIQUE 150.
- b. Scheme of Manoeuvre. While UBIQUE 150 will be conducted in three sequential phases, objectives will be engaged concurrently and continuously throughout. In keeping with the principles of artillery fire planning, activities and events will be centrally directed and guided, but executed locally or in a decentralized fashion.

- (1) Phase 1– Initiation (October 2019 - January 2020).
 - (a) UBIQUE 150 NCC will be stood-up under the supervision of the Regimental Colonel to include regional representation, an RCA Band representative, and a National Capital Region (NCR) Lead; and
 - (b) Operation order approval by SSG will mark the transition from planning initiation to preparatory coordination.
 - (2) Phase 2 – Planning and Coordination (February 2020 - March 2021).
 - (a) Key POC will be identified within CA HQ with a view to ensuring a structured approach to coordination;
 - (b) Regional planners will take the lead on specific events as IAW this order;
 - (c) NCC Lead and NCR Coord will facilitate coordination between Regional Planners and CA HQ POC;
 - (d) This phase will see the synchronization of national, regional, and local events to a view to ensuring access to resources, integration with CA OPI and consistent messaging; and
 - (e) This phase will end having secured required resources, enlisted the support of relevant OPIs and established a disciplined messaging regime.
 - (3) Phase 3 – Execution (1 April – 4 December 2021).
 - (a) Essentially, execution will commence with participation in the Army Ball on 03 Apr 21 and end with the observance of St Barbara’s Day on 04 Dec 21; and
 - (b) Flexibility will be embraced throughout this phase with a view to responding appropriately to the emergence of unforeseen circumstances.
- c. Main Effort. National level activities and regional level activities in Quebec City, Kingston and Shilo.
- d. End State.
- (1) A revitalized RCA Family Strategy is understood and applied by all Commanding Officers and other Regimental Leaders;
 - (2) The perceived relevance, credibility and value of the Regiment’s contribution to the CA and CAF have been enhanced; and

- (3) On the part of Canadians, heightened awareness and understanding of the Regiment – who we are and what we do.

8. Groupings and Tasks.

a. Common to All.

- (1) Review the RCA Family Strategy and ensure that it is appropriately implemented in units and other RCA entities. Where modifications to the strategy are thought necessary, inform Regimental Colonel of same;
- (2) Forward all requests for RCA Band support to the NCC;
- (3) Advise the NCC of issues impeding the conduct of national or regional tasks;
- (4) Apprise NCC of local UBIQUE 150 events and activities and maintain accuracy and currency of entries in the UBIQUE 150 event tracker found at [Annex A](#);
- (5) Assist RHQ RCA in tracking UBIQUE 150 non-public fund expenditures;
- (6) Assist RHQ as identifying additional non-public fund donations or expenditure requirements utilizing [Annex C](#);
- (7) Adhere to RHQ RCA guidelines for all UBIQUE 150 internal and external communication;
- (8) Inform NCC of national, regional or local relationships that might assist delivery of UBIQUE 150 messaging;
- (9) Inform RHQ RCA of lessons identified during the conduct of UBIQUE 150 activities using [Annex A](#). This will provide a mechanism for immediate event feedback and improvement of subsequent events;
- (10) BPT support the stand-up of additional RCA Nijmegen teams;
- (11) BPT support the visit of the Master Gunner St James's Park;
- (12) BPT to support the conduct of the 2021 RCA Board & RCAA AGM including by maximising unit attendance;
- (13) BPT contribute to activities related to National Historic Sites and Monuments Board designation of the creation of A and B Batteries in Fort Henry and La Citadelle as events of national historic significance;
- (14) BPT to support the conduct of the 2021 RLC including by maximising unit participation; and

- (15) BPT to support exploitation of emergent UBIQUE 150 public affairs opportunities.
- b. Artillery Senate.
- (1) BPT to advise on the issuance of additional UBIQUE 150 direction and guidance; and
 - (2) BPT to help raise additional non-public funds in support of UBIQUE 150.
- c. Director of Artillery.
- (1) Conduct special UBIQUE 150 iteration of RCA Board in conjunction with RCAA AGM potentially in either of Quebec City or Kingston; and
 - (2) Continue initiatives to improve the efficacy of activities on RCA Family Strategy LOO 1 and 2.
- d. Regimental Colonel RCA. Serve as RCA OPI for UBIQUE 150.
- e. RSM RCA.
- (1) Recommend additional names to be inscribed on the re-dedicated RCHA Memorial in Kingston; and
 - (2) Advise other senior Regimental leaders and units on conduct of national and regional events.
- f. 1 RCHA.
- (1) Execute Public Duties in the UK task IAW direction and guidance from RCA, Formation, CA, CAF and UK authorities;
 - (2) Conceive, plan, coordinate and execute Shilo regional event(s) IAW 27 September 2019 CO's mission analysis and such additional direction and guidance as may be received from RCA and Formation authorities and with the support of other 3 Cdn Div artillery units;
 - (3) Support 2021 RLC;
 - (4) BPT support 2021 RCA Reunion;
 - (5) BPT support UBIQUE 150 events associated with C Battery in Victoria; and
 - (6) Conduct local or unit events as deemed appropriate.

g. 2 RCHA.

- (1) Conceive, plan, coordinate and execute artillery participation in the 2021 Army Ball IAW such additional direction and guidance as may be received from RCA, Formation and CA authorities, and with the support of 5 RALC and 30 Fd Regt;
- (2) Conceive, plan, coordinate and execute artillery participation in the 2021 Army Run IAW such additional direction and guidance as may be received from RCA, Formation and CA authorities, and with the support of 5 RALC and 30 Fd Regt;
- (3) Conceive, plan, coordinate and execute Kingston regional event(s) to include re-dedication of the RCHA Memorial IAW 27 September 2019 CO's mission analysis and such additional direction and guidance as may be received from RCA and Formation authorities, and with the support of other 4 Cdn Div artillery units;
- (4) Support 30 Fd Regt-led participation in Fortissimo; and
- (5) Conduct local or unit events as deemed appropriate.

h. 5 RALC.

- (1) Conceive, plan, coordinate and execute Quebec City regional event(s) IAW 27 September 2019 CO's mission analysis and such additional direction and guidance as may be received from RCA and Formation authorities, and with the support of other 2 Cdn Div artillery units;
- (2) Support 2 RCHA-led artillery participation in the 2021 Army Ball;
- (3) Support 2 RCHA-led artillery participation in the 2021 Army Run;
- (4) BPT host RCA Board and RCAA AGM in 2021 (possibly in conjunction with Quebec City regional event); and
- (5) Conduct local or unit events as deemed appropriate.

i. 4 GS Regt RCA.

- (1) Plan, coordinate and execute RCA participation in the 2021 NIJMEGEN March IAW such additional direction and guidance as may be received from RCA and Formation authorities;
- (2) Support RCAS conduct of Atlantic regional event; and
- (3) Conduct local or unit events as deemed appropriate.

- j. 15 Fd Regt RCA.
 - (1) Conceive, plan, coordinate and execute BC regional event(s) IAW additional direction and guidance as may be received from RCA and Formation authorities, and with the support of 5 (BC) Fd Regt; and
 - (2) Conduct local or unit events as deemed appropriate.
- k. 5 (BC) Fd Regt RCA.
 - (1) Support 15 Fd Regt conduct of BC regional event(s); and
 - (2) Conduct local or unit events as deemed appropriate.
- l. 30 Fd Regt RCA.
 - (1) Conceive, plan, coordinate and execute artillery participation in the 2021 Fortissimo IAW such additional direction and guidance as may be received from RCA, Formation and CA authorities, and with the support of artillery bands (TBC) and 2 RCHA;
 - (2) Support 2 RCHA-led artillery participation in the 2021 Army Ball; and
 - (3) Support 2 RCHA-led artillery participation in the 2021 Army Run.
- m. 2 Cdn Div Artillery Units (less 5 RALC).
 - (1) Support 5 RALC-led conduct of Quebec City regional event; and
 - (2) Conduct local or unit events as deemed appropriate.
- n. 3 Cdn Div Artillery Units (less 1 RCHA, 5 (BC) Fd Regt RCA & 15 Fd Regt).
 - (1) Support 1 RCHA-led conduct of Shilo regional event; and
 - (2) Conduct local or unit events as deemed appropriate.
- o. 4 Cdn Div Artillery Units (less 2 RCHA and 30 Fd Regt RCA).
 - (1) Support 2 RCHA-led conduct of Kingston regional event; and
 - (2) Conduct local or unit events as deemed appropriate.
- p. 5 Cdn Div Artillery Units (less 4 GS Regt RCA).
 - (1) Support RCAS-led conduct of Atlantic regional event; and
 - (2) Conduct local or unit events as deemed appropriate.
- q. RCAS.
 - (1) Conceive, plan, coordinate and execute Atlantic regional event IAW 27 September 2019 CO's mission analysis and such additional

direction and guidance as may be received from RCA and Formation authorities, and with the support of 5 Div artillery units; and

- (2) Conduct local or unit events as deemed appropriate.
- r. RCA Band. Support UBIQUE 150 activities IAW direction and guidance from RCA, Formation and CA authorities.
- s. RCA Museum.
- (1) Mount special and travelling exhibits on UBIQUE 150 themes;
 - (2) Provide historical research support to units leading regional activities; and
 - (3) Support RHQ RCA conduct of 2021 RLC.
- t. Home Station RCA. Support UBIQUE 150 activities conducted at Shilo IAW with RCA and Formation requests, direction and guidance.
- u. RHQ RCA.
- (1) Maintain close liaison with HQ Royal Artillery in support of Public Duties in the UK task and the visit of the Master Gunner St James's Park;
 - (2) Maintain close liaison with DLR in support of ceremonial uniform requirements of the Public Duties in the UK task;
 - (3) Conceive, plan, coordinate and execute visit of the Master Gunner St James's Park IAW direction and guidance from RCA authorities and with the support of designated artillery units;
 - (4) BPT follow-up positive responses from Canada Post and the Royal Canadian Mint to commemorative stamp and coin requests;
 - (5) Conduct a special UBIQUE 150 iteration of RLC 2021;
 - (6) Oversee design, approval, production and distribution of UBIQUE 150 marketing and communications products IAW direction and guidance from RCA and CA authorities and with the support of CA public affairs staff and such private sector service providers as may be contracted with non-public funds;
 - (7) Coordinate the historical content of UBIQUE 150 marketing and communications products with the Directorate of History and Heritage (DHH) through RHQ RCA;
 - (8) Propose for approval by RCA authorities, a modest range of appropriately priced UBIQUE 150 themed souvenirs for sale through RCA and unit kit shops;

- (9) In conjunction with the RCAA, orient the Regimental Communications Programme (social media, website, newsletter, Canadian Gunner and photo contest) to support of UBIQUE 150;
- (10) Receive and deposit all RCA Heritage Fund donations earmarked for support to UBIQUE 150;
- (11) Process and record all RCA Heritage Fund expenditures in support of UBIQUE 150;
- (12) Maintain a UBIQUE 150 lessons identified database to inform the conduct of similar future projects, and
- (13) Provide information management support to the NCC.

v. RCAA.

- (1) Consider holding 2021 AGM in either Quebec City or Kingston ICW RCA Board;
- (2) Consider holding Gunners of Canada Volume III book launch ICW a UBIQUE 150 event;
- (3) Identify potential contributions to national or regional events;
- (4) Keep affiliated artillery associations informed of UBIQUE 150 developments and invite their participation in selected events; and
- (5) Coordinate with RHQ RCA to orient Regimental Communications Programme to support UBIQUE 150.

w. UBIQUE 150 NCC/NCC Lead.

- (1) Synchronize and coordinate UBIQUE 150 events and activities IAW direction and guidance from the Regimental Colonel;
- (2) Monitor and guide planning by all Regimental entities with a view to ensuring UBIQUE 150 activities are conducted IAW stated intent and within the parameters of CA direction and guidance;
- (3) Recommend, as necessary, adjustments to groupings and tasks and coordinating instructions;
- (4) Assist RHQ RCA with the control of non-public fund expenditures;
- (5) Identify emerging opportunities to achieve UBIQUE 150 objectives;
- (6) Identify opportunities to achieve economies of effort;
- (7) Maintain a common UBIQUE 150 operating picture and keep all concerned informed of progress; and

- (8) Link into CAF PA heritage functions to leverage national capabilities to align and amplify messaging.
- x. UBIQUE 150 NCC/NCR Coord (Located with CA HQ).
- (1) Act to uphold CA support for UBIQUE 150;
 - (2) Help ensure CA HQ staff are aware of the conduct of UBIQUE 150 activities;
 - (3) Help ensure that CA authorities and prerogatives are respected during the conduct of UBIQUE 150;
 - (4) Ensure that applicable CA policy, directives or initiatives are brought to the attention of UBIQUE 150 planners;
 - (5) Facilitate the staffing of documentation requiring CA approval or coordination; and
 - (6) Champion, within your sphere of influence, the achievement of UBIQUE 150 objective at para 3.b.
9. Coordinating Instructions.
- a. General.
- (1) National, and possibly some regional activities will require CA HQ G3/G1 endorsement and guidance;
 - (2) A CONOP for all national activities and, as necessary for select regional activities, will be provided to the NCC as per [Annex B](#) for incorporation in CA business plan; and
 - (3) Conduct of national and select regional activities must be coordinated through the NCC/NCR Coord to ensure appropriate integration with CA HQ plans and resource allocation.
- b. Public Duties in the UK.
- (1) CA HQ staff and CDLS London are currently discussing this task with their UK counterparts. (Outcome TBA);
 - (2) Force generation requirement is anticipated to be a battery-sized guard of 80 persons accompanied by a 38-person band;
 - (3) Based on recent experience, a tactical reconnaissance will be conducted in the UK and advanced drill training delivered by Brigade of Guards instructors will be conducted at the mounting base (Shilo);
 - (4) Experience also suggests UK MoD will provide R&Q and transport in or near London; and

- (5) RHQ RCA will request CA authority for the guard to procure and wear No 1C order of dress (SEPCOR to be issued by SSG).
- c. Army Ball.
- (1) Nature of artillery participation will likely take the form of UBIQUE 150 themed dynamic and/or static displays and/or an audio-visual presentation. Participation by RCEME on their 75th anniversary will serve as an example; and
 - (2) It may be possible to arrange attendance at the Ball by a range of representatives from across the Regiment. Further guidance will follow.
- d. Fortissimo.
- (1) Forecast date of 2021 Fortissimo is on or about 21 July 2021;
 - (2) OPI for Fortissimo is the CO of the Ceremonial Guard (CG);
 - (3) Nature of artillery participation will likely take the form of a Salute Troop, the RCA Band and UBIQUE 150 themed static and/or dynamic displays; and
 - (4) Participation will be initiated through the NCR Coord, and upon CA approval, be formally integrated into the CA support to the CG.
- e. Army Run.
- (1) Forecast date is September 2021 – detail TBA;
 - (2) Nature of artillery participation will likely take the form of UBIQUE 150 themed dynamic and/or static displays, performance by an artillery band, individual and formed unit run entries *etc*; and
 - (3) Existing commercial contracts may restrict the extent or nature of UBIQUE 150 or artillery branded items.
- f. Nijmegen March.
- (1) Forecast date is mid-July 2021;
 - (2) Current intent is to generate one RCA team however additional teams may be entered if interest and funding permits; and
 - (3) Applications for RCA team(s) will be [in line with CANFORGEN 182/19 – CMP 096/19](#), consolidated under one UBIQUE 150 request and submitted to the OPI through the NCR Coord.

g. Gun Run Team.

- (1) Any unscheduled requests for gun run performances for UBIQUE 150 related activities need to be identified with funding to the NCC and 2 RCHA by the MPC; and
- (2) DLR 2 support to 2 RCHA for acquisition of L5 parts is vital to the execution of gun run activities.

h. Regional Activities.

- (1) Each regional activity will be executed as a CA task once proper authorities have been granted by its associated Division HQ;
- (2) All regional tasks will be resourced within division and unit budgets to complement and not compete with CA initiatives executed during the period of observance;
- (3) Planning of Quebec City event(s) should consider possible involvement of La Citadelle, Parc d'Artilerie and Fort No. 1 at Lévis;
- (4) Planning of Kingston event(s) should consider possible involvement of Fort Henry, Fort Frontenac and the RCHA Brigade Association;
- (5) Planning of Shilo event(s) should consider possible involvement of the RCMP;
- (6) Planning of BC event(s) should recall stationing of "C" Battery in Victoria from 1887 – 93; and
- (7) Lead units are to keep Annex A updated and manage all events within their region.

i. Local Activities. Local events in support of UBIQUE 150 are to be reported by RCA regional leadership through Annex A.

j. Timings.

- (1) NLT 15 February 2020 – National events CONOPS submitted to NCR Lead for integration with CA HQ staffing, Regional Activity Confirmation, PD in UK 1C uniform request submitted to CA HQ G35 International;
- (2) NLT 1 March 2020 – Briefing and correspondence with CCA complete, Nijmegen applications submitted through CA HQ;
- (3) NLT 15 March 2020 – NCR Coord integration of UBIQUE 150 activities into CA Business Planning complete – transition to RCA injecting into Divisional operating budgets, all RCA band hospitality requests submitted through respective Div HQs;

- (4) April 2020 – NCC Main Planning Conference;
- (5) June 2020 – National and regional activity lead unit BB to SSG at Artillery Senate;
- (6) September 2020 (At RLC) – National task updates, and Coordination Cell participants identified for execution and handover from regional planners complete, conduct of NCC FPC; and
- (7) NLT 1 October 2020 – Formal request into CA HQ G33 Continental for RCA inclusion into the Fortissimo CA Ceremonial Guard tasking order.

k. Gender Focal Point (GFP).

- (1) Each RCA Div OPI is responsible for identifying a GFP to inject Gender Based Analysis (GBA+) into the planning and delivery of all UBIQUE 150 Activities;
- (2) NCC Deputy Coord will perform the duties of Senior GFP and ensure national level integration of gender perspectives into plans, tasks and evaluation of units; and
- (3) All GFPs will complete the necessary self-development online training to include: ADL169 - Improving Operational Effectiveness by Integrating Gender Perspectives, ADL168 - Role of Gender Advisors and Gender Field Advisors in Operations, and ADL171 - Gender Focal Point. All three courses are free of charge and available at <https://jadr.act.nato.int/>.

l. Key Enabler. Early planning and integration of UBIQUE 150 activities in divisional business plans.

m. PA Posture. Proactive as coordinated by RHQ RCA through CA HQ.

n. RCA Band Support.

- (1) RCA band hospitality requests must be submitted NLT 15 March 2020;
- (2) While the CA will make every effort to ensure the band is made available for UBIQUE 150 events, limited resources will, at times, require the prioritization of RCA band support; and
- (3) UBIQUE 150 priorities for RCA Band support will be given to national, regional, and then local events. Further prioritization will be issues by the NCC and maintained by CO RCA band as per [Annex D](#) based on the level of impact on RCA objective a, b, then c.

- o. Unofficial participation of CAF members.
 - (1) Attendance at UBIQUE 150 events authorizes the wearing of uniforms as per ref J under Chain of Command approval;
 - (2) All PRes personnel attending UBIQUE 150 events will be subject to the Code of Service Discipline when on a National Defence establishment or wearing uniforms; and
 - (3) All PRes members not on Class A or B service should carry their own medical insurance as they will not be covered by CAF Blue Cross or other CAF medical coverage.

SERVICE SUPPORT

10. Finance. UBIQUE 150 events will be financed by public funds, non-public funds or a combination of both by the lead unit as identified through Div Business planning. Any request for non-public funds must be submitted to RHQ NLT November 2020 to be included in the RCA Fund Business Planning Cycle. Ongoing and potential initiatives requiring additional resourcing will be prioritized and maintained at [Annex C](#).

11. Event/Hospitality Requests. RCA Div lead planners will be responsible to staff all requests through their divisions within existing timelines and existing procedures as per Ref C. Event/hospitality requests will also be required for RCA Band support even if cost is covered within their operating budget.

12. Personnel Tasks. The FG of personnel for National and regional events are considered incremental and will be managed using the CFTPO tool.

COMMAND AND SIGNALS

13. Command and Control Relationships.

- a. Regional OPIs for UBIQUE 150 events will be aligned with CA Div structures, except for the Pacific region due to geographic limitations.
- b. RCA Regional OPIs are:
 - (1) 2 Cdn Div – CO 5 RALC;
 - (2) 3 Cdn Div – CO 1 RCHA;
 - (3) 4 Cdn Div – CO 2 RCHA;
 - (4) 5 Cdn Div – Comd RCAS; and
 - (5) JTFP AO – CO 15 Fd.
- c. Supported and supporting commanders will exist for the purpose of conducting specific activities as identified above and at [Annex A](#).

Requirements for additional formal command support relationships should be identified to the NCC for consideration by the Regimental Colonel RCA;

- d. Regional Coordinators should endeavour to be present at RLC 2020; and
- e. Coordinators will replace lead planners for input into the NCC and ensure continuity of staffing between phase 2 and 3.

14. Points of Contact.

- a. Regimental Colonel RCA, [Colonel L.H.P.S. Boucher](#);
- b. Deputy Regimental Colonel RCA, Lieutenant-Colonel D. Grebstad;
- c. NCC Lead, [Major J. Evans](#);
- d. NCC Deputy Coordinator, Capt G. Brandford;
- e. NCR Coordinator, [Maj J. Phillips](#);
- f. RHQ RCA Coordinator, [Capt M. Mainprize](#);
- g. Home Station RCA, TBD
- h. RCA Museum, Mr. A. Oakden
- i. CO RCA Band, [Capt C. Embree](#);
- j. RCA 2 Div Lead Planner, [Capt J. Rossignol](#);
- k. RCA 3 Div Lead Planner, [Maj S. Youngson](#);
- l. RCA 4 Div Lead Planner, [Maj J. Brunelle](#);
- m. RCA 5 Div Lead Planner, [Maj N. Meidinger](#);
- n. RCAS Lead Planner, [Maj J. Chetwynd](#);
- o. Pacific Lead Planner, [Maj N. Watts](#); and
- p. Royal Canadian Artillery Association, LCol (Ret'd) S.B. Strachan.

15. Action Addressees to ACKNOWLEDGE to UBIQUE 150 NCC Lead, [Major J. Evans](#).

Brigadier-General (Retired) J.J. Selbie
Colonel Commandant RCA

A handwritten signature in blue ink, appearing to read 'M.N. Rouleau', is positioned below the name of the signatory.

Lieutenant-General M.N. Rouleau
Senior Serving Gunner

Annexes and Distribution List (next page)

Annexes

[Annex A – UBIQUE 150 Event List \(National submissions due by 15 February 2020\)](#)

[Annex B – National Event CONOP Template for National and Regional Activities](#)

[Annex C – UBIQUE 150 Additional Opportunities for Funding](#)

[Annex D – RCA Band UBIQUE 150 Operating Plan](#)

[Annex E – UBIQUE 150 Coordination Cell Task Organization](#)

Distribution List

Action

DArty

Regt Col RCA

Home Station RCA/Comd

RCA//COs

RCAS//Cmndt

RCA Band//CO

RHQ RCA//Regt Maj

RSM RCA

RCA Museum/Dir

RCAA/Chair/Pres

Information

Comd CA

DComd CA

CADTC//Comd

2 Cdn Div//Comd

3 Cdn Div//Comd

4 Cdn Div//Comd

5 Cdn Div//Comd

COS Army Ops/G1/G3/G4/DAPA

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