

**JOINING INSTRUCTIONS: CF HOCKEY OFFICIALS COURSE LEVEL 1&2
SESS 0018 --11-16 SEPT 2006 and SESS 0017 -- 18-23 SEPT 2006**

1. Congratulations on being selected to attend the CF Hockey Officials Course. These Joining Instructions are intended to ensure that you arrive at Borden fully prepared to complete the most comprehensive and challenging hockey officiating development curriculum offered in Canada. We have an extremely talented staff that aim to provide you with the most effective and enjoyable learning experience possible.
2. **Please confirm your plans to attend** by sending a quick email to CFPSA Trg Ctr Info Coord Mary Johnson, Johnson.MES@forces.gc.ca **and if you have to cancel, remove your nomination via MITE AND contact the CFPSA Trg Ctr Info Coord at CSN 270-3127 without delay.**
3. Travel Details for military members: Please read your loading message from CFSTG SSO TRG carefully, noting that you are required to make transportation arrangements between your location and Borden/Toronto through your unit, ASAP to ensure most economical tickets. You are reminded that there is no inter-base bus service to CFB Borden. However, commercial transportation can be arranged prior to your departure through *Connections* Transportation, call 1-888-890-6801. Have a credit card or approx \$50 on hand to pay for your travel, and **be sure to keep the receipts** to submit with your claim. If your flight is delayed, or you have last minute changes to your travel plans, **you are responsible** to call *Connections* and make them aware of the changes. *You will be billed for non-cancelled/unused transport arrangements.*
4. **Travel Details for Civilian Students:** Persons flying into Toronto airport need to contact the CFPSA Travel Coordinator Christian Giacobbi at giacobbi.cb@forces.gc.ca **asap** to make flight arrangements. Please note the above contact for *Connections*, to get you to Borden from the airport. After the course, back at your home location, you may complete the NPF Travel Claim (DND 1146) and email it to Mary Johnson, Johnson.MES@forces.gc.ca She will complete the account information section, print it and have it signed, then fax it back to you for signature and processing at your local NPF Acting section.
5. Upon arrival at Borden, students are to report to Bldg O-159, the Base Borden R&QSS Reception Centre, El Alamein Road. R&Q personnel will issue your meal card and room key. *Connections* drivers will wait while you pick up your key and then drop you at your assigned barracks location.
6. The course begins promptly at 0800 hrs on Monday 11 Sept for Session 0018 and 18 Sept 06 for Session 0017 in our classroom, which will be the Gymnasium at the North end of Bldg P-153, 633 Dieppe Road. It is recommended that you arrive 10-15 minutes early. Follow the signs from the entrance to the classroom. It is requested that **all** course members meet with our Technical Coordinator at the

barracks' entrance (closest to the main road) at 0730hrs to coordinate transportation to the classroom. **Please note that you will be "in class" from 0800hrs until approx 2100hrs from Monday to Friday. Students are NOT released from course until 1200hrs on the Saturday.**

7. Participants in previous courses have enjoyed our approach to uniforms and rank - we don't wear uniforms and, unless there is a major discipline problem, we don't use rank. Bring several casual dress slacks (jeans are not allowed during the night games), and a few collared golf-style shirts (to wear to the games), dress shorts, casual pants (neat jeans are allowed in the classroom only) and t-shirts (to wear in the classroom) and dress shoes (non-running type) for the mess. It is **strongly recommended** that you have begun some form of physical fitness program prior to your arrival on this course, as there will be skills testing.
8. You will need to bring as much **referee's equipment** as you can muster to the course (include **towels** in your kit). *As a minimum*, you will need to bring a **CSA approved helmet (fitted with a CSA approved half visor), skates, and an athletic support and jock**. It is *recommended* that you bring a **pair of black referee pants, a lineman jersey, shin guards and elbow pads**. Proper hockey referee whistles will be available in Borden. We also recommend that you bring a **jacket** to wear in the rink on those occasions when you are supervising or assisting with video production. It is recommended that new officials borrow any equipment that they do not own. Lastly, there are no **toiletries** or **alarm clocks** in barracks so please do come prepared. Note the CANEX location on the attached map if you do forget something.
9. All students are to be aware of the **\$80 course fee**. This fee aids in the cost of CHA manuals and course materials that are not available through the CF system and is payable by the student, in cash or money order only, on the **first day** of the course. This fee **is NOT claimable** on your travel/TD claim.
10. Finally, you will be issued a CHA Procedures Manual and a CHA Rule Book/Case Book at the clinic. Therefore, there is no need to bring any of these publications from home.
11. Once again, congratulations on your selection. We look forward to meeting you in Borden. Come prepared to work hard and have fun. If you have any questions about the course, please contact our Chief Administrator, Deb Welna at CSN 270-3267.

<Original Signed By>

WO Dave Moriarty
CF Chief Official - Men's Hockey

Canadian Forces Base **BORDEN**



Sr NCO Quarters A-144, WO Mess A-140/
Logements des sous-off sup A-144,
Mess des adj A140

South Gate
To Alliston

To CFA Training Area
Hanger St.

To Ranges & Blackdown Park
River Rd.

To Angus

Buell Gym/Gymnase and Andy Anderson Ice Arena

CFPSA Trg Ctr/ CI ASPFC (P-153)
633 Dieppe Rd.

Sr Officer Quarters (P-198)-NEW

Officer's MESS P-182

CANEX/Subway/ Pizza Hut/ Tim Horton's

T-116 – Jr Ranks Mess/ des cpl/sdt

O-159 Base RECEPTION for Keys and Rations Cards, Staffed 24 hrs/
Réception des clés et des cartes de vivres, ouvert 24 h par jour

