APPENDIX "A"

CONFIDENTIAL

Page One
(i) Personnel

ROYAL CANADIAN AIR FORCE

JOINT AIR TRAINING PLAN ESTABLISHMENT

NO. 5 INITIAL TRAINING SCHOOL

DATE: 16-7-41

AUTHORITY: 925-95-1

REF. No. T.P. 1/5

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Annotations	DETAIL	Air Vice-Marshal	Air Commodore	Group Captain	Wing Commander	Squadron Leader	Flight Lieutenant	Flying Officer and Pilot Officer	TOTAL OFFICERS	Warrant Officer Class I	Warrant Officer Class II	Flight Sergeant	Sergeant	Corporal	Aircraftman	TOTAL AIRMEN	Civilian	REMARKS
	RECAPITULATION																	
	HEADQUARTERS	-	-	-	1	1	4	13	19	1	-	1	5	15	102	124	-	POLICY
	STATION SICK QUARTERS	-	-	-	-	1	2	1	4	-	-	1	2	2	7	12	-	To train a maximum of 534 Pupils in Initial Training Course - 36 days
	EQUIPMENT SECTION	-	-	-	-	-	1	1	2	-	-	-	1	1	7	9	1	
	ACCOUNTING SECTION	-	-	-	-	-	1	2	3	-	-	2	1	6	8	17	-	
	TWO SQUADRONS	-	-	-	-	2	2	6	10	2	-	-	9	5	7	23	-	
	WORKS & BUILDINGS SECTION	-	-	-	-	-	-	1	1	-	-	6	2	-	3	11	-	NOTE 1
	MEDICAL SELECTION BOARD	-	-	-	1	2	3	-	6	-	-	1	2	4	3	10	-	R.C.A.S.C. & C.D.C. Personnel in accordance with C.A.S.F. Scales.
	TOTAL STAFF	-	-	-	2	6	13	24	45	3	-	11	22	33	137	206	1	NOTE 2
																		At least one Administrative Officer on the establishment to be bilingual (French and English).
	DETAIL																	
	HEADQUARTERS																	
(a)	Commanding Officer	-	-	-	1	-	-	-	1									NOTE 3
	Adjutant (Admin.)	-	-	-	-	-	1	-	1									The practice of employing skilled female clerical assistants and male civilians suffering from physical infirmities or beyond the age limit for enlistment will be continued.
	Administrative	-	-	-	-	1	-	-	1									
	Physical Training	-	-	-	-	-	-	1	1									
	Link Trainer Instructors (N.F.L.)	-	-	-	-	-	1	8	9									
	Education	-	-	-	-	-	1	4	5									
	Chaplains (Protestant)	-	-	-	-	-	1	-	1									
	Warrant Officer (Disciplinarians)									1	-	-	-	-	-	1	-	
	Aero Engine Mechanics									-	-	-	-	-	1	1	-	
	Carpenters									-	-	-	-	-	2	2	-	
	Clerks									-	-	1	1	2	7	11	-	
(b)	Cooks									-	-	-	1	1	18	20	-	In special circumstances the engagement of skilled civilian tradesment may be approved when, for any reason, it is not desirable to enlist them.
(c)	Electricians									-	-	-	-	1	4	5	-	
	Motor Mechanics, M.T.									-	-	-	-	1	5	6	-	
(h)	Operators Telephone									-	-	-	-	-	3	3	-	
	Photographers									-	-	-	-	1	-	1	-	
	Service Police									-	-	-	1	2	4	7	-	
(d)	Wireless Operators (Ground)									-	-	-	1	2	-	3	-	
	Standard: (Batmen)									-	-	-	-	1	11	12	-	NOTE 4
	(General Duties)									-	-	-	-	2	25	27	-	Of the Service Clerks shown in this establishment, any Flight Sergeants and above will be Clerks - Admin. - Group "A", of the remainder approximately two-thirds will be Clerks - General - Group "B" (maximum) and one-third Clerks - Steno - Group "B" (maximum) the exact proportion being at the discretion of the Director of Airmen Personnel Services.
	(Messmen)									-	-	-	-	1	18	19	-	
	Fire Fighters									-	-	-	1	1	4	6	-	
	TOTAL HEADQUARTERS	-	-	-	1	1	4	13	19	1	-	1	5	15	102	124	-	
	STATION SICK QUARTERS																	
	Medical Administrative	-	-	-	-	1	-	-	1									NOTE 5
	Medical General Duties	-	-	-	-	-	2	-	2									C.P.C. Personnel
	Nursing Sisters	-	-	-	-	-	-	1	1									1 Corporal
	Clerks, Steno. (Medical)									-	-	-	-	-	1	1	-	
	Cooks (Medical)									-	-	-	-	1	-	1	-	(a) General List Flying or N.F.L. Admin. with Wings.
	Dispenser									-	-	-	1	-	-	1	-	
	Storemen (Medical)									-	-	-	-	-	1	1	-	
	Sick Quarters Steward									-	-	-	1	-	-	1	-	
	Nursing Orderlies									-	-	-	-	1	5	6	-	
	Sick Quarters Supervisor									-	-	1	-	-	-	1	-	
	TOTAL STATION SICK QUARTERS	-	-	-	-	1	2	1	4	-	-	1	2	2	7	12	-	(b) Includes: Cooks 2, Messmen 3; Off. Mess 2, 3; Sgts. Mess 2, 2; Airmens Mess 5, 4; Pupil's Mess 11, 10
	EQUIPMENT SECTION																	
	Equipment	-	-	-	-	-	1	1	2									(c) Qualified in Link Trainer Maintenance.
	Equipment Assistants									-	-	-	1	1	5	7	-	
	Standard: (General Duties)									-	-	-	-	-	2	2	-	
	Barrack Warden									-	-	-	-	-	-	-	1	(d) 1 Cpl. for instructional duties and 1 Cpl. for Station Communication Services.
	TOTAL EQUIPMENT SECTION	-	-	-	-	-	1	1	2	-	-	-	1	1	7	9	1	(h) May be filled by Civilians with the approval of the A.O.C.

W.G. Abraham
D.A.O. Serial No. 1592