



**CANADIAN FORCES LEADERSHIP AND RECRUIT SCHOOL**

**BASIC MILITARY QUALIFICATION (BMQ) AND BASIC MILITARY  
OFFICER QUALIFICATION (BMOQ) JOINING INSTRUCTIONS**

**VERSION 3.02  
July 2023**

## Record of changes

Identification of change		Description of change(s)
Date	Version #	
Oct 2019	V 1.00	Major release. Introduction of change log. Added learning disability accommodation. Updated rations and quarters pricing. Updated required documents.
Feb 2020	V 1.01	Change to arrival procedures. (effective 20 Mar 2020)
Sep 2020	V 1.02	Added pre-arrival isolation requirement and isolation kit.
Oct 2020	V 1.03	Adjusted pre-arrival isolation requirements and isolation kit.
Dec 2020	V 1.04	Added autobiography requirement Updated COVID-19 lexicon
Feb 2021	V 1.05	Updates glasses recommendation Updated COVID-19 symptoms
Apr 2021	V 1.06	Annex C update
Jul 2021	V 2.00	Major release.
Aug 2021	V 2.01	Annex C Update – masks while carpooling.
Oct 2021	V 2.02	Update : Annexes B, C, E & F  Removed: Annex D  Update : FORCE testing requirements  Update : Learning disability accommodation
Jan 2022	V 2.03	Update: Annex A  Update : Electronic Devices Policy  Update : Visits Policy
Apr 2022	V 2.04	Update: Annexes A-C, E  Update: Forbidden items policy  Update: Quarantine Policy  Update: Physical Fitness Preparation  Update: Description of Training  Update: Arrival Procedures
Jul 2022	V 2.05	Update: Cmdt's name and picture  Update: Rations and Quarters  Update: Annex C  Update: Military Values
Aug 2022	V 2.06	Unilingual versions  Update: Preparing for training  Update: Arrival Procedures

Sep 2022	V 2.07	Update: Dress Update: Services available Update: Policy on accommodations Update: Annex A – Transportation
Dec 2022	V 2.08	Update: Duration of BMQ (8 weeks) Update: Initial Physical Fitness Evaluation
May 2023	V 3.00	Major Release
June 2023	V 3.01	Update: Days of arrival for BMQ
July 2023	V 3.02	Update: Fixed broken hyperlink for SLT in annex B



I would like to congratulate you on being selected as a candidate for the Canadian Forces Leadership and Recruit School. As School Commandant, I extend my personal greetings to you. The purpose of this information booklet is to help you prepare and be ready for your new environment.

Your experience here will be like no other. The courses are physically and mentally demanding and you will be challenged to constantly push your limits. Be open-minded, curious, respectful, and apply maximum effort. The knowledge you acquire and the contacts you make will be useful to you throughout your entire career as a member of the Profession of Arms.

I wish you the best of luck!

LCol C.L. Wong, CD  
Commandant CFLRS

## **CFLRS Mission**

1. The Canadian Forces Leadership and Recruit School's (CFLRS) mission is to shape, instruct and inspire candidates using innovative training methods geared towards resilience and transformational leadership to prepare them for their professional service in the Canadian Armed Forces (CAF).

## **Military Values**

2. During training, you will be introduced to the CAF military values that form the pillars of your service as a future member. These are: **Loyalty, Integrity, Courage, Excellence, Inclusion, and Accountability**. You will be expected to always demonstrate and adhere to these values which can be found in [CAF Ethos : Trusted to Serve](#).

## **Expected Behaviour**

3. Harassing, sexist, racist, or discriminatory behaviour contradicts CAF values and will not be tolerated. Violators may face disciplinary and/or administrative measures up to release from the CAF.

## **Preparing for Basic Training**

4. Your recruiting centre, unit, or University Liaison Office (ULO) should have given you an overview of the training that you are about to begin. It is essential that you are ready, focused and, motivated.

- a. **Prepare yourself physically, it is strongly recommended you arrive physically fit and ready to undergo the training.** Adopt a healthy lifestyle with a regular physical training program. Examples of what you should be able to sustain daily can be found in annex D. To help candidates adequately prepare for the fitness challenges of basic training a 12-week pre-Basic Military Training (BMT) program can be found [here](#).
- b. **Prepare yourself mentally,** Basic Training is designed to apply stress to candidates and assess their capacity to work under pressure in a variety of different environments. To prepare: practice mindfulness, meditation, or stress management techniques. If you are unaware how to prepare mentally, the CAF Road to Mental Readiness (R2MR) app can be found [here](#).
- c. If any local, municipal, or provincial elections are expected to take place during your training at CFLRS, it is highly recommended that you inquire about voting by anticipation. Alternative voting methods may not be available during your training.
- d. Avoid any major financial or contractual commitments that may require your attention during the course. Ensure that your personal and family administration is in good hands before your departure and for the entire duration of the course.
- e. If your medical condition changes advise your recruiting centre, your unit, or your ULO as soon as possible. You will be held responsible if you fail to do so.

## **Basic Training Description**

5. Basic training provides the knowledge that is common to all trades and elements. It develops a military state of mind, professional conduct, mental and physical endurance, and the skills necessary for the profession of arms. The training is both physically and mentally demanding; prepare yourself accordingly.

Note: Keep in mind that basic training is just the first step of your military career. Depending on your trade, you may have up to two more years of training at other schools before you go to your first unit.

6. Throughout your training you will learn (among other skills) basic military discipline, drill, weapons handling, first aid and, how to react and protect yourself by using a gas mask. The course is composed of 67% classroom training with study and theoretical exams, 15% field training with practical exams, and 18% devoted to physical training.

## **Course Types**

7. CFLRS provides distinct training packages that are tailored to meet the requirements of the specific program of candidate enrollment. The training offered at CFLRS is generic across all three CAF environments (Canadian Army, Royal Canadian Navy, and Royal Canadian Air Force) and no distinction is made based upon Military Occupational Classification (MOC).

- a. Basic Military Qualification (BMQ) (8 weeks);
- b. Basic Military Officer Qualification (BMOQ) and ROTP Civ. U. Module 1 & 2 (12 weeks);
- c. BMOQ Mil. Col. – Module 1 (5 weeks);
- d. BMOQ Mil. Col. – Module 2 (7 weeks);
- e. BMOQ ROTP Civ. U. – Module 2 (8 weeks);
- f. Condensed Health Services and Chaplain BMOQ (CHSC) (4 weeks in residence); and
- h. BMQ for Non-Commissioned Member Subsidized Education Plan candidates

### **Basic Military Qualification Course**

8. The BMQ is the CAF basic training program for future non-commissioned members. The course is 8 weeks long and provides the core skills and common military knowledge required to succeed in a military environment such as those mentioned in paragraph 6.

### **Basic Military Officer Qualification Courses**

9. The BMOQ is the CAF basic training program for future officers. The course is divided into two modules. Module 1 focuses on basic military training (as mentioned in paragraph 6). Module 2 focuses on leadership techniques and basic military planning skills. Depending on the entry plan, candidates will either conduct these modules in succession during their course or over two consecutive summers.

10. The CHSC BMOQ is the CAF condensed basic training for medical and chaplaincy non-commissioned members and officers. A large portion of classroom time has been allocated to online coursing prior to your arrival at CFLRS to facilitate the practical and field portions of the course. Prepare yourself for long hours and continuous training over the course of the 4 weeks in residence.

### **Fitness Evaluations**

11. Candidates will undergo several different physical fitness events throughout basic training and will be tested twice: the screening fitness test and the FORCES Test. Failure to meet either of these standards will result in a transfer to the Training Reintegration Platoon where you will undergo intensive and personalized physical training to achieve the minimum passing standard. Explanations on either test can be found in annex D – Candidate Information.

12. Candidates arriving for MOD 2 must hold a valid FORCE test for the duration of their course. A FORCE test will be administered during the first week of training for candidates re-enrolling into the CAF or who are unable to do so prior to arrival. It is recommended to be current on Individual Battle Training Standards (IBTS) requirements as these skills will be included in the field missions.

13. CHSC BMOQ candidates must have a valid FORCE test completed before arrival. Candidates who cannot complete this requirement will be administered a FORCE test during the first week of training.

## **Arrival Times**

14. BMQ: you must report for duty no earlier than 1000 hrs and no later than 1600 hrs on the Wednesday or Saturday preceding the course (depending on your course loading message). Certain candidates arriving by commercial travel are the exception.

15. BMOQ (including MOD 1), and MOD 2 (both types): you must report for duty no earlier than 1000 hrs and no later than 1600 hrs on the Saturday preceding the course. Certain candidates arriving by commercial travel are the exception.

16. CHSC BMOQ: You must report no later than 1900 hrs on the Friday preceding your course. Certain candidates arriving by commercial travel are the exception.

17. Detailed instructions on how to get to CFLRS can be found in Annex A – Arrival Procedures

## **Indoctrination Period**

18. Candidates will have restricted free time for the first three weekends at CFLRS, with training scheduled on Saturdays and Sundays. This period helps to inculcate military discipline, develop basic skills, facilitates integration to military life, and develops cohesion among the members. After this initial period, requests for leave on the weekend will be granted depending upon your training performance.

## **Garrison Confinement**

19. Weekend leave is dependent on performance, attitude, and success at absorbing the course material. The chain of command will always have final approval to allow weekend leave. It is possible your training platoon can be confined to base for remedial training and tasks. Confinement may also be possible if national level security risks have been identified by higher command.

## **Dress and Deportment**

20. When you arrive at CFLRS, you must wear appropriate attire to walk long distances when conducting your arrival procedures. Collared shirts, comfortable pants (or equivalent) and practical footwear are required.

- a. Nails - according to the Canadian Armed Forces Dress Instructions, there are no restrictions regarding the nails of CAF members. However, this shall not affect a candidate's ability to complete training. Therefore, it is strongly recommended that nails be kept short to safely perform strenuous physical training, weapons handling and other activities requiring increased dexterity;
- b. Hair - no restrictions are placed upon CAF members' hairstyles. However, the wearing of the beret is mandatory. Therefore, candidates must consider choosing a hairstyle that will allow for the beret to be properly worn. The largest available size for the beret is size 8½;

Note: despite no restriction placed on hairstyles, Dress Instructions emphasize that hairstyles cannot impede the operational effectiveness of CAF members, such as the wearing of personal protective equipment (PPE) or interfere with effective camouflage.

- c. Jewelry - the wearing of jewelry is allowed for candidates during training. It is recommended that candidates limit or reduce the size of the jewelry and body adornments they wear throughout training as they may cause additional stress or injuries. For safety reasons, only flexible jewelry (ex: silicone wedding bands) will be allowed during physical training; and

Note: staff in charge of the training activity retain the right to deem jewelry or body adornments unsafe and require their temporary removal to ensure training can be done safely. The CAF will not pay for the replacement of jewelry or body adornments if they are lost or damaged.

- d. Routine - during training, limited time is allowed for personal hygiene. The amount of time allotted will be the same for all candidates, without regard for personal needs that result from the choice of a specific hairstyle, nail styling, application of makeup products, etc.

21. If you are required or have chosen to wear religious items or clothing, the Canadian Forces Dress Instructions, [Chapter 2, Section 3](#) contains guidance on the standards for religious dress in the CAF. If you cannot find entries that reflect your religious dress, you can make accommodation requests through your instructors when you arrive at CFLRS.

### **Kit List and Required Documentation**

22. Other than the clothing described in paragraph 20, candidates are required to bring a plain backpack and a water bottle. These items will be essential in your first week as your training platoon will be transiting repeatedly, on foot, throughout most of the garrison. A complete kit list for items to bring with you and items that will be issued to you can be found in Annex B.

23. The first days of Basic Training consist largely of administration and onboarding where you will be required to provide a large amount of documentation. The complete list can be found in Annex B. Some of these documents are essential for your security clearance. Ensure you do not forget any of those listed or else it will cause substantial delays in acquiring your security clearance and will delay your career progression.

24. Those who have already been issued military kit must arrive with military equipment listed in Annex B. Items on the list not previously issued will be issued upon arrival. **If you are arriving from either of the military colleges for MOD 1 or MOD 2 read the kit list attentively and ensure that you bring all military kit listed in Annex B, including your DEU** (ensure you leave enough time in the year to order it from Logistik Unicorp for it to arrive on time).

### **Prohibited Items**

25. Firearms or edged weapons (i.e., knives with a blade longer than 4 inches);

26. Any form of stimulant (such as energy drinks, pre-workout supplement, ephedrine, caffeine pills, etc.);

27. Items with sexual connotations (magazines, photos, DVD, accessories, etc.); and

28. Food (including protein powder) and drinks (in the platoon barracks).

### **Restricted Items**

29. All electronic devices (cellular phones, Smart Watches, MP3 players, tablets, laptops, etc.). Your platoon staff will give you specific guidance on when they may be used; and

Note: you are responsible for any damage to your electronic devices if you choose to bring them.

30. Personal vehicles will be restricted to weekend use if leave has been granted.

### **Baggage**

32. Extra baggage is authorized as outlined in the Canadian Forces Temporary Duty Travel Instructions.

33. Unaccompanied baggage (UAB) must be authorized by the member's home unit. All UAB must be shipped **four weeks** prior to the commencement of the course to ensure its availability upon candidate arrival.

## **Policy on Alcohol, Cannabis, and other Drugs**

34. Upon your arrival at CFLRS, possession and consumption of alcohol and cannabis is prohibited. More details regarding the acceptable use of alcohol and cannabis will be provided during the first days of your course.

35. To avoid confiscation of your medications you must have a copy of your prescription (included in the required documentation, found in annex D). For all other medications they must be in **new, sealed containers**.

31. Any activities linked to illegal drugs (possession, consumption, commerce, etc.) are not tolerated. Violators may face disciplinary and/or administrative measures up to release from the CAF.

## **Policy on Training Accommodation Requests**

36. In accordance with the Defense Administrative Orders and Directives (DAOD) 5003-0 *Restrictions on Duty and Individual Limitations*, DAOD 5023-1 *Minimum Operation Standards Related to the Universality of Service*, and all other accommodation-related references, CFLRS will take all reasonable steps to provide accommodation requests by a candidate while at the training establishment (TE). However, due consideration will be given to the mission and resources of the TE prior to approving any accommodations request.

37. Transgender candidates may make request in accordance with CF Military Personnel Instruction 01/19 *Transgender Guidance*. The accommodations granted should aim at facilitating the integration and the success of the person making the request while complying with the Minimum Operational Standards as illustrated in the DAOD 5023-1. The final decision regarding accommodation measures rests with the Commandant of CFLRS;

38. Religious or spiritual accommodations, such as dietary practices, dress and deportment, medical requirements and religious or spiritual practices can be requested in accordance with the DAOD 5516-3, *Religious or Spiritual Accommodation*. The final decision regarding accommodation measures rests with the Commanding Officer of CFLRS, except for what is already covered by the *CAF Dress Instructions*, Chapter 2, Section 3; and

39. Accommodations for learning disabilities can be requested in accordance with the DAOD 5516-5, *Learning Disability Accommodation during Recruiting, Training and Education*. All accommodation requests must be approved by the Director – Personnel Generation Requirements. If a candidate requesting an accommodation for a learning disability is in possession of a psycho-educational assessment completed by a qualified specialist, they must provide it to training staff to ensure that the accommodation requests meet the needs of the identified disability.

## **Rations and Quarters**

40. When CAF members are housed in military quarters (as you will be during your stay at CFLRS), rates are deducted from their pay to cover the costs of rations and quarters. If you have dependents (such as a spouse, children, or other family members that live with and depends on you), you will not be deducted the quarters fee. The fees will be deducted automatically each month from your pay, which is then reimbursed as a taxable benefit at the end of each month:

Note: If you are coming to CFLRS on Temporary Duty (TD) such as on ROTP BMOQ or CHSC you will need to complete your claim once you return to your home unit, fees range between \$600-\$700.

## **Website**

42. For more information, please visit the CFLRS [website](#)

## **Annexes**

- A. Arrival Procedures
- B. Kit List and Required Documents
- C. Candidate Information

## **Transportation Methods**

1. There are two methods to get to the St-Jean Garrison: commercial transportation or personal vehicle. Your method of travel must be coordinated with your local recruiting centre or your home unit before you depart for training.

### **Commercial Transport**

2. This method includes airplane, train, bus and, taxis. Candidates arriving by commercial transport will transit through the Montreal area by either Montreal-Trudeau Airport, Berri-UQAM bus depot or the Dorval Train Station.

#### **Montreal-Trudeau Airport**

1. Upon arrival at Montreal-Trudeau Airport, move to the assembly point in the vicinity of the domestic baggage carousel. A military member in uniform will be waiting just outside the baggage collection point for these timings:

a. 0900 to 1600 hrs Wednesday/Saturday

2. Shuttle buses will depart from the assembly area at Montreal-Trudeau Airport to the St-Jean Garrison at the following times:

a. 1000 hrs Wednesday/Saturday;

b. 1200 hrs Wednesday/Saturday;

c. 1400 hrs Wednesday/Saturday; and

d. 1600 hrs Wednesday/Saturday

3. Candidates living in the Montreal area can travel by personal means to Montreal-Trudeau Airport to take the shuttle bus at the prescribed hours. It is important that you inform your recruiting centre of your intentions for coordination purposes.

4. If the shuttle bus or instructor is not present at the designated hours, contact CFLRS Duty Staff at (450) 358-7099 ext. 7229 for further instructions.

#### **Berri-UQAM Bus Depot**

5. If you arrive at the bus depot between 0500 hrs and 1430 hrs on Wednesday/Saturday, you are to use the airport shuttle service (service every 20 minutes) to move to the airport at a cost of ten dollars payable in cash. Once at the airport, you are to move to the domestic baggage carousel to link up with the military member in uniform at the assembly point.

#### **Dorval Train Station**

6. If you arrive at the train station between 0500 hrs and 1500 hrs on Wednesday/Saturday, you are to use the *Via AirConnect* shuttle service to make your way to the assembly point at the airport. This shuttle will be parked in front of the train station and runs between the airport and the train station on a regular basis. Once at the airport, you are to move to the domestic baggage carousel to link up with the military member in uniform at the assembly point.

### **Taxicab**

7. Candidates who arrive at the airport or at the bus station before 0500 hrs or after 1500 hrs are allowed to travel to CFLRS by taxi, at a cost of \$115 refundable with proof of payment.

### **Personal Motor Vehicle**

3. If you or a family member are driving to CFLRS, directions to St-Jean Garrison can be found on any GPS or navigation app. If, however, you do not have access to any of these please refer to the maps provided in this annex.

### **GPS Address**

8. 25 Chemin du Grand Bernier S, Saint-Jean-sur-Richelieu, QC

Note: certain GPS navigate to the rear gate of the St-Jean Garrison which requires a pass to access and is not staffed after regular working hours. Ensure you, or the person driving, arrives at **Grand Bernier S** entrance to access the garrison. **If you get dropped off near a municipal airport, you are at the wrong gate.**

### **Winter Tires**

4. From December 1 to March 15, all vehicles registered in Québec must have winter tires. Exemptions are possible (see the SAAQ [website](#)). CFLRS strongly recommends the installation of winter tires for safety reasons.

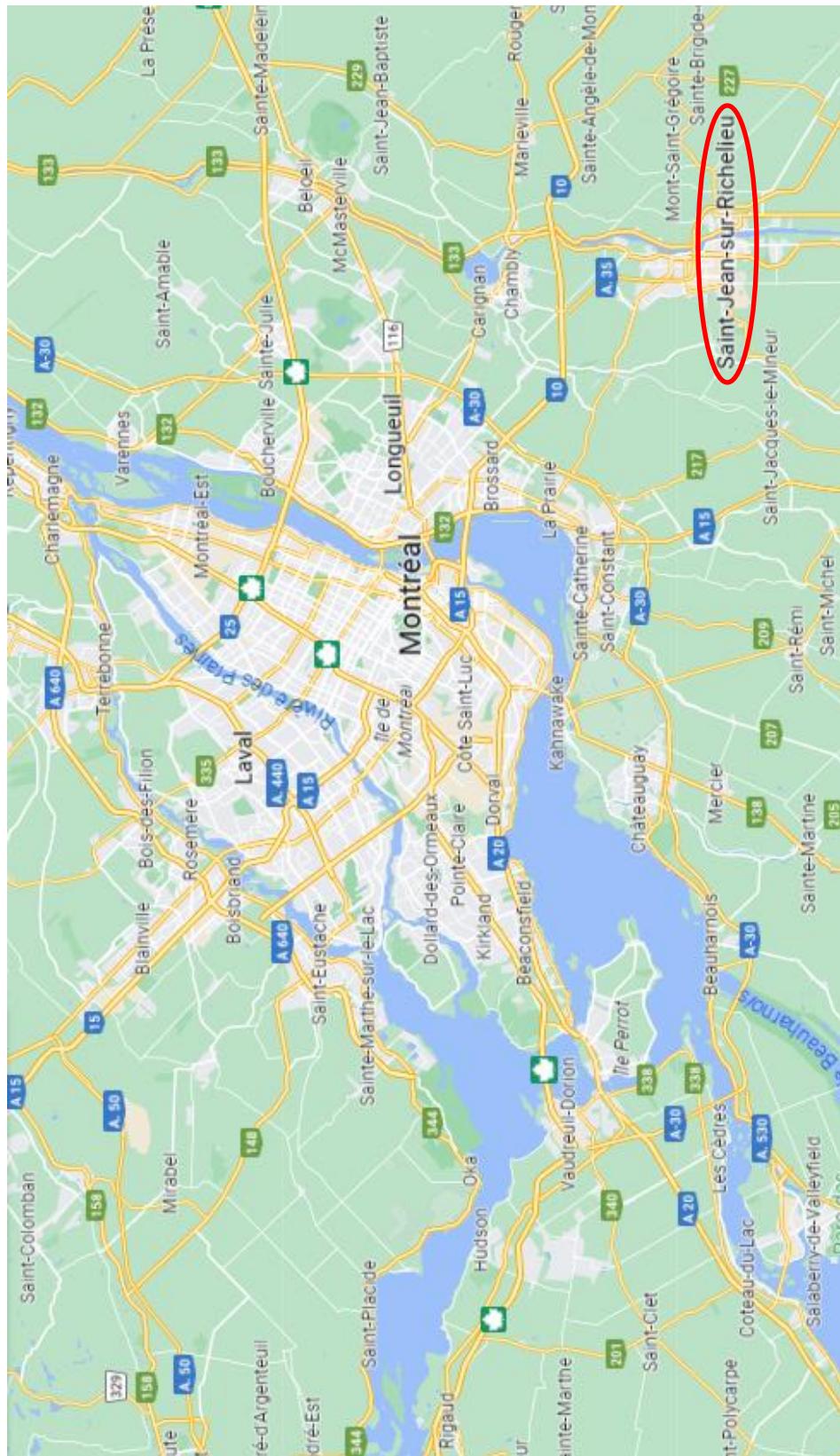
### **Reporting for Duty**

5. If you are arriving by shuttle bus, staff on the bus will provide direction to you.

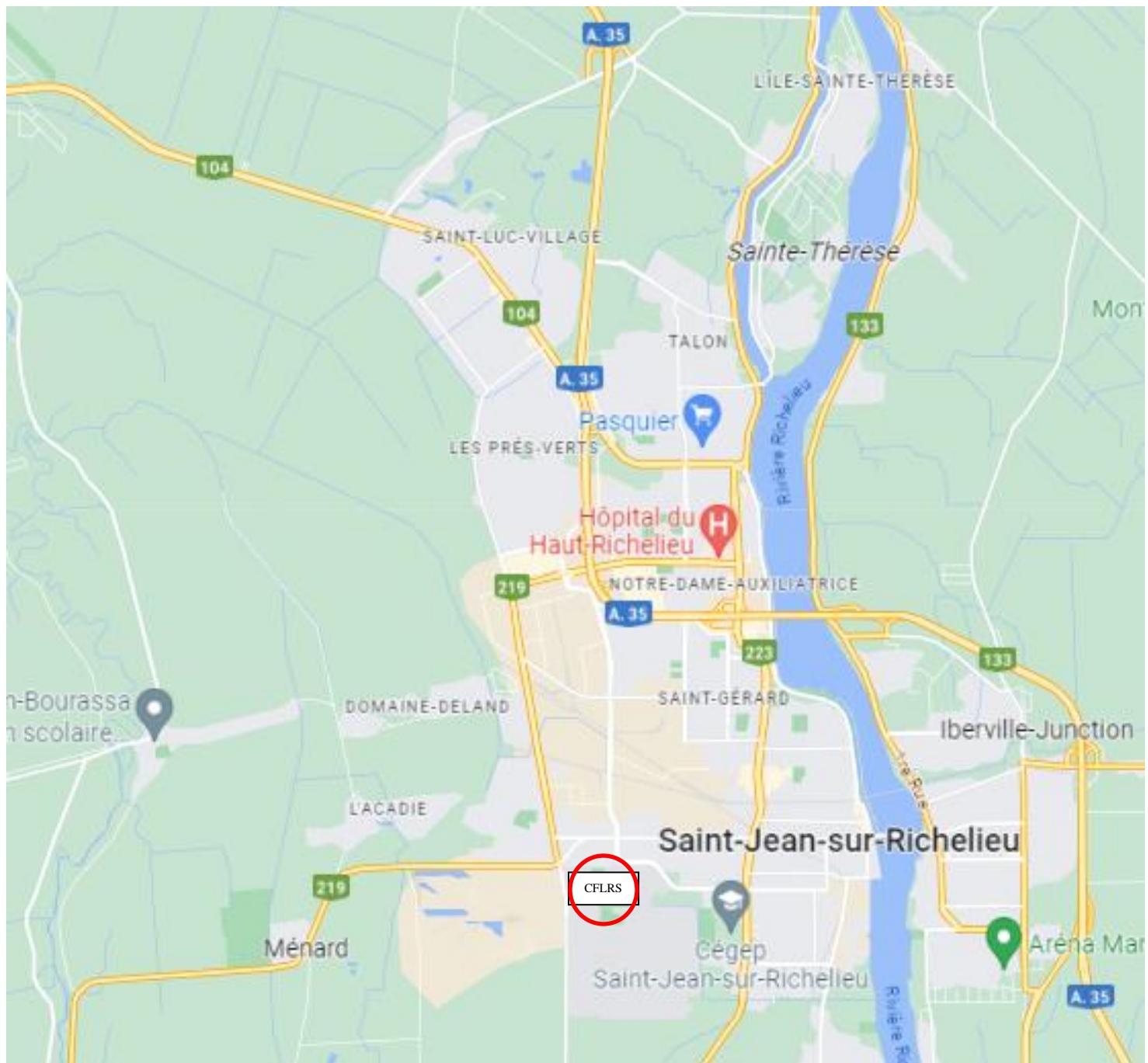
6. If you are arriving by personal transport or by taxicab, you will report to the School Coordination Center at door 154 of the Mega building. The location of which is shown in this annex on the Map of St-Jean Garrison.

7. Once you arrive your instruction staff will be waiting to initiate the intake procedures, follow their directions.

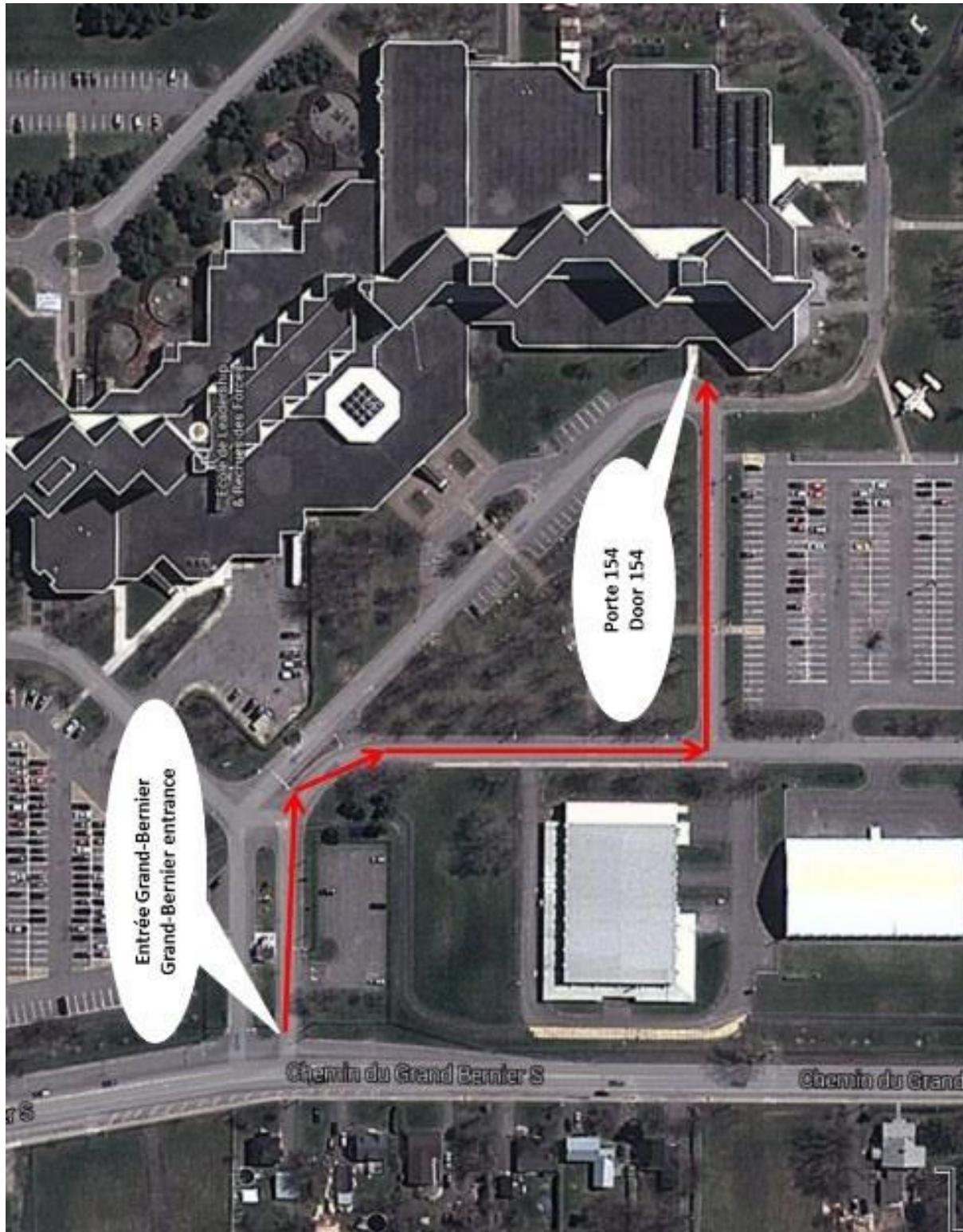
**Map of the Montreal Area Major Roadways**



**Map of St-Jean-sur-Richelieu Major Roadways**



**Map of St-Jean Garrison**



**Kit List**

1. Candidates must report to CFLRS with the following items:

<b>Civilian clothing</b>	<b>Qty</b>	<b>Other necessary articles</b>	<b>Qty</b>
Seasonal jacket	1	Water-resistant sports watch	1
Business Casual pants or clean jeans without holes (no leggings or “athleisure”)	2	Pair of shower sandals	1
Business Casual dress shirt or polo shirt	3	Soap dish and toothbrush case (white)	1
Business Casual sweater (fall to spring)	2	Toothbrush	1
Pair of casual dress shoes (comfortable)	1	Tooth paste size 120 ml	1
Underwear	6	Soap bar	1
Sports socks	4	Dental floss	1
Pair of running shoes (non-marking soles)	1	Razor with blades (non-disposable)	1
Athletic T-shirt	2	Shaving cream max size 311g	1
Athletic shorts	2	Deodorant	1
Bath towel	1	Shampoo (max 750 ml)	1
Bathing suit (for aquatic sports)	1	Hairbrush (if required)	1
Sports bras as needed (3 for PT and 3 for daily use)	6	Backpack (plain coloured)	1
<b>Mandatory items available at CANEX</b>	<b>Qty</b>	Water bottle	1
Shoeshine kit (KIWI brand) to include: -Black polish (1.5 oz/31 g) -Soft cloth -applicator brush -soft boot brush	1	Hairnet and Hairpins	
Combination padlocks	4	<b>Female Candidate Specific Items</b>	<b>Qty</b>
Key padlock	2	Menstruation products	*
Bands for combat pants	2 sets	PH balanced wipes	*
Plastic hangers	20	Birth control	*
Towels, must be dark green: -bath towel 25x50 inches -hand towel 16x28 inches -facecloth 13x13 inches	1 each	Period swimwear	1
Lint brush	1	Regular (non-sports) bras	3
Mouthwash	1	<b>Optional Items</b>	<b>Qty</b>
Laundry Soap max size 2.5L	1	Portable personal computer	
Fabric softener sheets (IE Bounce)	1 box	Headphones	
Reusable Shopping Bag	1	Reading material	
		Water bottle	
		Dry shampoo	

- \* Items: in sufficient quantity for the duration of the course.

### **Notes on Female Candidate Specific Items**

2. Menstruation Hygiene Products and PH Balanced Wipes. Candidates who need these products should always have them with them while at CFLRS. The stress of a new environment and change of daily habits can cause your period to start unexpectedly so you need to be prepared with the required items. It is recommended to always have 2-3 tampons or pads, PH balanced wipe and a clean pair of underwear in a waterproof bag starting on your first day of training.

Note: Menstrual cups are permitted while in garrison, however, they are not recommended during field training as availability of clean water in the field training environment may not guarantee the resources necessary to properly clean the cup regularly and would be extremely unhygienic.

3. During the field phase of training, candidates who menstruate should continue to carry their emergency period kit in a waterproof bag including pads / tampons, PH balanced wipes and spare underwear. This bag should be kept in your pocket or patrol pack as your rucksack may be loaded in the truck for transportation to and from the field and would therefore be inaccessible.

4. Birth Control. If you are using birth control that requires prescription medication, you should bring enough to cover the duration of your course and one additional month to get to your next training location. You must bring all prescriptions with you to your immunization appointment at the MIR to be added to your medical profile for refills.

5. Period Swimwear. For menstruating candidates who do not wish to use tampons, specialty designed period swimwear is an option as you are required to participate in all pool PT classes, even while on your period.

6. Regular (Non-Sports) Bras. Sports bras are recommended during training due to the physical nature of many activities beyond the PT classes. Laundry will be washed daily but it's advised to arrive prepared with sufficient brasiers for your week of training. This is helpful since you could have multiple physical training activities during the day which require showering and a change of clothes.

### **Notes on Optional Items**

7. Hair Net and Hairpins. Candidates with hair extended below the collar of their shirt will be required to ensure their hair is secure during certain training events for safety or operation reasons.

8. Dry Shampoo. During field training, showers and fresh water may not always be available. Dry shampoo can be used to absorb naturally occurring oils and clean your hair during this phase of training.

**Military Kit**

9. The following military kit will be issued upon arrival. Those that have already been issued this kit must have it in their possession for the course:

<b>Work Dress</b>		<b>Fighting Order</b>		<b>Distinctive Environmental Uniform (DEU)</b>	
Beret	2	Helmet with cover	1	Oxford shoes (officers only)	2
Combat trousers CADPAT	3	Tactical Vest	1	CF tunic	1
Combat shirt CADPAT	3	Ballistic Eyewear	1	CF trousers	2
Combat T-shirt	5	Combat gloves	1	CF shirt short sleeve	3
Combat underwear	5	Mortar gloves	1	CF shirt long sleeve	2
Combat socks black	5	Bayonet carrier	1	CF sweater	1
Combat socks green	5	Gas mask carrier with shoulder strap	1	CF necktie	1
Pairs of combat boots	2	Gas mask	1	CF belt, black	1
Cold wet weather boots (Gore-Tex)	1	Water bottle 1L	1	CF socks, black	3
ICE jacket	1	Cup canteen water bottle 1L	1	Ankle boots	1
Wind pants	1	Water canteen 2L with cover and sling	1	CF raincoat	1
Rain jacket	1	Flashlight	1	CF gabardine	1*
Rain pants	1			CF parka	1*
Thermal undershirt	2	Rucksack	1	CF gloves	1*
Thermal underwear	2	Patrol pack	1	CF scarf	1*
Bush cap	1	Valise	1	CF wool toque	1*
Combat toque	1	Air mattress with bag	1	<b>*Items: Required 31 Oct – 1 May</b>	
Kit bag	2	Utility sheet (groundsheet)	1		
<b>Winter Kit (Required 31 Oct – 1 May)</b>		Bivy bag	1		
Combat parka	1	Liner sleeping bag	1		
Parka bib pants	1	Hood sleeping bag	1		
Boot, mukluk	1	Outer sleeping bag	1		
Duffle socks, mukluk	2	Inner sleeping bag	1		
Polar fleece shirt	2	Wash basin	1		
Polar fleece pants	2				
Suspenders	1				
Insert arctic mitt	1				
Shell, arctic mitt	1				
Thermos canteen 1L	1				
Balaclava white	1				

## Required Documents

10. The following documents are required on arrival and some are essential for your security clearance:
  - a. birth certificate and Certificate of Canadian Citizenship, Permanent Residency Card or Certificate of Naturalization if you were born outside Canada;
  - b. proof of name change (certified true copy);
  - c. **COMPLETED** security clearance form (TBS 330-60 request for Secret or Top Secret) obtained from your recruiting centre;
  - d. CF 100 – Leave Request Authorization provided by your recruiting centre;
  - e. CF 742 – Emergency Contact Notification and DND 2587 – Next of Kin Identification you're your recruiting centre;
  - f. social insurance (SIN) paperwork;
  - g. void cheque (for pay purposes); and
  - h. your lease with a recent proof of ongoing payment or proof of mortgage.
11. The following documents are required where applicable:
  - a. medical prescriptions;
  - b. eyeglass prescriptions (prescribed within last year). It is strongly recommended to bring two (2) pairs of glasses;
  - c. vaccination booklet. **IMPORTANT NOTE:** vaccine proofs must be in paper format so that the hospital can enter them into their system;
  - d. birth certificates for any dependents (certified true copy);
  - e. marriage certificate (certified true copy);
  - f. affidavit respecting your common-law relationship (original);
  - g. certificate of divorce (certified true copy);
  - h. proof of change in medical status;
  - i. DND 1654 (reimbursement of moving expenses);
  - j. DND 279 – FORCE Program, proof of evaluation (for CHSC Reservist candidates if possible);
  - k. CF-100 for post-course leave from your home unit;
  - l. route letter (Reservist); and
  - m. second language evaluation results (<https://www.canada.ca/en/public-service-commission/services/second-language-testing-public-service.html>)

## Overview

1. This annex is designed to address frequent questions and concerns for candidates arriving at CFLRS for Basic Training.
2. When you first arrive, it is expected that you will know absolutely nothing about the military. So don't stress. So long as you show up at the right place on time, the staff will take you from there. As the weeks progress, however, and you learn new skills, the standard that you will be expected to maintain increases, so don't let up.

## Teamwork

3. The key to a successful Basic Training lies in your teamwork with your platoon mates. Unlike the movies, there are no super-soldiers that fight alone. Even Canada's Special Forces fight as a team, from their front-line assaulters to their support and operations staff behind the lines. If you have never worked as a team, you will be introduced to this dynamic in the first week of the course and will get plenty of practical experience.
4. You will be joining a platoon of people from all over Canada of different ages, genders, backgrounds and, lifestyles and will need to learn to work together despite your differences. **You will succeed and fail as a team. Take this concept to heart. Don't leave anyone behind.**

5. The CAF defends all Canadians regardless of their background without exception. As such, enrollment in the CAF is open to all Canadians. This organization represents a cross section of Canadian Society. Your differences present a unique strength through different ways of thinking and doing things. Be open to suggestions and listen to your platoon mates. **Discrimination on any ground is not accepted and has no place in the CAF.**

## Preparation

6. There is no perfect way to prepare for basic training, but you should be aware of a few things. Your sleep, exercise, and nutritional habits will change. Generally, it is recommended to exercise for one hour per day, but on course you will be much more active. Try to get into a routine of walking, exercising, and going to bed on a regular schedule. This will help prevent injuries and aid in mental health. You can consult the following Facebook [page](#) for more ideas.

## Physical Readiness

7. It cannot be stressed enough that you prepare physically **before** your arrival at CFLRS. **Do not use the course to get you into shape.** If you fail the screening Test or the FORCE test, you will be transferred to the Training Reintegration Platoon (TRP) and delay your graduation. Furthermore, statistics have shown that candidates who arrive physically unfit succumb to injury much more frequently than those who maintain an elevated level of fitness. If you are injured, you will be transferred to TRP until you are healed and fit to continue training.

8. **The Screening Test** is the initial fitness test used to assess your fitness level when you first arrive on course. It is comprised of certain elements of the FORCES Test (explained below) and a modified Rockport Test that you will be required to pass before you are allowed to continue with training.

- a. the first task will be the 20m rushes, candidates will have to complete in 46 seconds or less.
- b. the second task will be the sandbag drag, candidates will have to complete in 35 seconds or less.
- c. the third task will consist of walking 1.6 km in 15 minutes or less.

9. **The FORCES Test** is the mandatory annual physical fitness exam that all CAF service members take. It presents a baseline standard for operational fitness. There are different levels you can achieve depending on your performance, and you may receive rewards as a result. Your physical fitness staff will introduce you to the test on your arrival, however, an explanation of the various events on the test can be found [here](#).

10. For fitness preparation, please follow the 12-week pre-BMT program developed by the CAF Personnel Support Program, found [here](#). This program, if followed **prior** to your arrival at CFLRS, will help you meet the rigours of daily physical training on your course.

11. Whatever your regular fitness routine, use the below as a baseline to either achieve or maintain **prior** to your arrival:

- a. jogging, (aim for 5 km in 30 min or less);
- b. walking (13000 steps or 8 km per day);
- c. hiking with a 5-10kg weight in a backpack (start with 3 km, no more than 8 km)
- d. climbing stairs (300 to 500 steps per day);
- e. push-ups (25 in a row without stopping);
- f. holding plank position (1 min without stopping)

### **Mental Readiness**

12. As mentioned in the main document, Basic Training is a stressful and demanding experience. Your instructors will apply pressure to you in a variety of different ways to test your capacity to handle stress and overcome adversity. Modern soldiers, sailors, and aircrew learn to deal with the stress of operations and stay focused and sharp. If you do not already practice some kind of stress management here are some suggestions:

- a. practice some kind of quiet meditation or mindfulness every day. This, like physical training, takes time to master. Start a mental readiness routine well before your arrival at CFLRS.
- b. plan a routine for contacting friends and family to stay connected (for example every Saturday afternoon);
- c. There are many mindfulness apps you can access on your preferred platform. The free CAF Road to Mental Readiness (R2MR) app can be downloaded from the following [website](#).

### **Immunizations**

13. You should have the following vaccines prior to your arrival at CFLRS. If you do not have any of the following vaccines, they will be provided to you by medical staff.

Note: It is strongly recommended to not receive any vaccines in the 14 days before arrival at CFLRS to allow sufficient time before being offered other vaccinations.

- a. hepatitis A/B;
- b. MMR (measles, mumps, rubella);

Annex C to  
4640-BMQ/BMOQ JOINING INSTRUCTIONS – CANDIDATE INFORMATION

- c. poliomyelitis.
- d. tdap (tetanus, diphtheria, whooping cough);
- e. varicella (chicken pox);
- f. meningococcal (meningitis);
- g. human papillomavirus (Gardasil, HPV);
- h. influenza; and
- i. COVID-19.

**Daily Routine**

14. A typical training day at CFLRS consists of the follow (timings may vary throughout the course):

- a. 0500-0530 hrs: wake up;
- b. 0540 hrs: morning physical training;
- c. 0630 hrs: breakfast;
- d. 0700 hrs: inspection of quarters and beginning of instruction;
- e. 1130 hrs: lunch;
- f. 1230 hrs: instruction;
- g. 1700 hrs: dinner;
- h. 1800 hrs: common station jobs, personal hygiene, study period; and
- j. 2200 hrs: lights out.

**Life Skills to Learn or Practice**

15. Learn to use a washer, dryer, and iron.

16. Learn to clean floors with an old-fashioned mop and bucket.

17. Practice laying out your clothes the night before and getting dressed within 3 minutes of your alarm.

18. Practice having a shower in 4 minutes or less.

19. Practice going a full day without electronics.

20. Practice getting up early, depending on your phase of training you could be up at 4a.m. regularly.

### **Services Available**

21. You will have access to the following services at the St-Jean Garrison:

- a. chapel (Protestant and Roman Catholic), a multi-faith room and, an indigenous peoples' spiritual space;
  - i. The multi-faith room is not provided with religious items, therefore, if items are necessary for a specific religious practice, candidates are responsible to bring those items with them.
  - ii. The indigenous peoples' spiritual space is provided with traditional medicines common among Canada's indigenous peoples for smudging and other ceremonies. If you wish to use of this space requests can be made through your platoon staff.
- b. Wi-Fi internet;
- c. public telephones;
- d. general store (CANEX) with drycleaning service;
- e. barber;
- f. banking facilities (ATMs for *BMO: Bank of Montreal* and *Caisse Populaire Desjardins*);
- g. post office (mailing address for candidates can be found below); and
- h. physical training and recreation facilities.

### **Mailing Address**

22. You will be able to receive mail while on Basic Training. You will be required to inform those sending you mail of your service and course numbers.

23. Service number

*Rank, surname, initials*

*Course number*

CFLRS

St-Jean Garrison

P.O. Box 100, Stn Bureau-chef

Richelain, QC, J0J 1R0

### **Visitors**

24. Depending on your phase of training you will be allowed to have visitors while on Basic Training. Visits during the week or during the indoctrination period are prohibited. When visitors are allowed, they are restricted to the Orange Sector of the Mega and may only visit on non-duty weekends during certain hours. However, many candidates find they do not have enough time to invite someone to the TE and wait until their graduation day.

### **Emergency Telephone Number**

25. In case of an emergency, candidates can be reached through the School Coordination Center at: (450) 358-7099, ext. 7229.

### **Training Delays and Leaving CFLRS**

26. There are a number of different reasons your training and eventual graduation could be delayed during your Basic Training. Depending on the nature of your shortcomings you may be sent to a Performance Review Board (PRB) where you could be sent back to a week deemed appropriate to best correct your deficiencies. Reasons for doing so include but are not limited to:

- a. if you do not adapt to military life or discipline adequately;
- b. if you do not absorb the training well enough and are consistently substandard;
- c. if you do not absorb the classroom material adequately and fail too many academic tests;
- d. if you do not pass the initial screening fitness or FORCES tests; and
- e. if you are injured while on course.

27. If you do fail your course, that isn't always the end. You can be transferred to Training Reintegration Platoon (TRP) to get fit, receive more training on the course content, or whatever else you might need. Once you are deemed ready, you will then go to the next available training platoon and will have another chance to succeed.

28. The military way of life is not for everyone. If you find yourself not adapting well to Basic Training, you may submit a Voluntary Release (VR). This can take time. The normal timeline is 8 weeks, but can take longer because of a variety of issues, especially medical.

29. If you do, however, complete the enrollment process and have a change of heart prior to your arrival to CFLRS for whatever reason, stay home and notify your Recruiting Center as soon as possible. The release process is much quicker than if you arrive at CFLRS and no longer wish to be in the military.

30. Do not complete your enrollment process if your life circumstances have changed and you no longer want to be in the CAF.

### **Basic Training Social Media Sources**

31. CFLRS is aware of the online sources created by candidates and graduates to help in attempts to make Basic Training easier. Do not attempt to cut corners, cheat, or skirt the training. Doing so will delay your training as this is considered a breach of military discipline and you will have administrative and disciplinary action taken against you.

32. Basic Training helps you achieve the baseline standard common to all members of the CAF. Your next career courses will increase in difficulty substantially, especially if you are a combat arms trade. Set yourself up for success. Complete the training in its entirety and prepare yourself adequately for what comes next.

33. Your instructors have taught thousands of candidates and have dealt with numerous situations where they have tried to outsmart the system. They are very well prepared. Your effort is better spent absorbing the course material, learning from your mistakes, and going through shared hardships with your platoon mates. Doing so forges the bonds of comradeship and better prepares you for the next steps in your career.