

# Welcome!

Last revised: September  
2019

## Note to parents:

Parents should not be doing a cadet's uniform! Please help them learn to use the washing machine and iron. Beyond that, the cadets should be caring for their own kit.

# 62 Phantom Squadron

## Uniform Care Guide

Welcome to 62 Phantom Squadron! During your time as a cadet, you will be issued a uniform. This uniform is a loan and is the property of the Department of National Defence. As such, when you are no longer a cadet you are expected to return your uniform.

Take pride when you are wearing your uniform. When in uniform you not only represent yourself, but also 62 Phantom Squadron and the Royal Canadian Air Cadets as a whole. Accordingly, it is important to properly maintain your uniform and exhibit proper deportment when wearing.



Uniform dress will be written in our Weekly Routine Order (WRO) and/or Warning Order (WO). Please ensure that you check the WRO or WO to ensure you are in proper dress for the evening or event. It is very important that you arrive in the correct dress to ensure uniformity and safety among the cadets. Improper dress may result in exclusion from the cadet event.

To access the numbered order of dress, please click here: <https://62phantomaircadets.ca/wp-content/uploads/2019/09/02-Orders-of-Dress-Updated-Sep-2019.pdf>. This document will list the uniform parts and show a picture of a cadet wearing that dress.

The cadet uniform is designed to be easily maintained. All parts are machine washable (cold or cool) and dryer safe (low to medium heat) except for the wedge, tie, and belt. Handwash the wedge, tie, and belt in cool water and lay flat to dry. Only use plain detergent (Original Tide works best) and do not use bleach in any form (this includes detergent with bleach or colour safe additives).

Cadets are expected to maintain their uniforms weekly. This includes washing and ironing your uniform and polishing your boots.

Do not dry clean any parts of your uniform! Dry cleaning will result in irreversible damage (more details to follow in the badges section).

**Your basic issued kit and instructions for care:**

- Tunic - The tunic is the formal jacket of the cadet uniform. It is worn over the sweater during the winter and is also worn over the dress shirt and necktie on all formal occasions. It shall always be fully buttoned, except for the top button, and shall be kept clean and wrinkle-free. The sleeves of the jacket shall have no creases. The cloth tunic belt shall be worn so the excess of the belt (not more than 8 cm) is on the left side of the buckle. The buckle shall be centered on the uniform. All pocket flaps shall always be buttoned.
- Pants - The trousers shall be pressed to have creases down the centre of each leg in the front and the back. Creases in the front shall extend from the first belt loops to the bottom of the legs. Creases in the back shall extend from the back centre belt loop to the bottom of the legs. Creases shall not be sewn or glued. Do not carry bulky items in the pockets. Remember that you will be growing while in cadets; once the trousers start to rise past the fourth eyelet of your boots, it is time to see the Supply Officer!
- Dress shirt - The short sleeve dress shirt is worn during the summer with the top button open. It is also worn with the necktie under the tunic on formal occasions. It shall be kept clean and wrinkle-free. The only crease is to be down the centre of each sleeve starting at the centre of each epaulette. Rank slip-ons shall be worn on the shirt epaulettes. The shirt shall always be tucked into the pants.
- Crewneck sweater – The sweater is most often worn under the tunic. It may also be worn without the tunic. No ranks or nametags shall be affixed to the sweater. It shall be kept clean and wrinkle-free with no creases. Please do not cut the tag out of the sweater.
- Wedge - Headdresses shall always be worn in uniform except when eating, when in an eating establishment, or when in a place of worship. Headdress may also be removed while in transit on public transportation but must be replaced before exiting the vehicle. Cadets traveling in uniform typically are expected to keep headdress on but may remove it en route if the design of the vehicle makes its wear impractical, on extended trips, or at the discretion of the senior officer present. Headdress is also customarily removed when seated in class. The wedge is the primary headdress. It shall be worn centered on the head, two finger widths above the eyebrows and tilted slightly right.
- Tie - The black necktie shall be worn with the dress shirt under the tunic on formal occasions. It shall be knotted neatly using a Windsor knot and kept tight. When tied, it will extend to the middle of the pants belt buckle. The black cadet necktie shall be worn with the blue cadet short sleeve shirt under your tunic or C1, C2 Uniform standard.
- Belt - The black belt with nickel buckle shall always be worn with the cadet trousers. The buckle is to be centered with the nickel end meeting the nickel buckle with no black showing between the two. The belt length will need to be adjusted for this to occur.
- Socks - Grey wool socks shall be worn with boots. Cadets may elect to wear a secondary pair of thin socks under their grey wool socks for comfort.
- Boots - Black ankle boots should be cleaned and polished on a regular basis. The whole boot is to be polished, not just the toe. The areas of the boot where the sole meets the leather are to be cleaned and blackened with an old toothbrush and black polish. Boots are to be laced horizontally from side-to-side. When the boot laces are tied, the ends of the laces are to be tucked inside the boot. The tie used for cadet boots is the reef knot.

- Parka - The cadet Parka or All-Season Jacket may be worn year-round when weather conditions dictate. The liner and the exterior jacket may be worn separately or as a set. Our squadron numbers our parkas for easy identification. The tags in both the liner and exterior jacket will have matching numbers, and these numbers are recorded in Supply. Cadets must ensure they remember their parka number so that they do not take another cadet's parka inadvertently.
- Gloves - Issued black gloves may be worn with the all-season jacket in cold weather. Always keep your gloves in your parka pocket.
- Touque – The blue toque may be worn with the all-season jacket in cold weather. Always keep your touque in your parka pocket.
- Name Tag – Your first name tag will be provided to you by the squadron free of charge. Cadets are requested to reimburse the Squadron for the cost of a replacement name tag (\$5.00) if one is needed. It is worn centered over the right breast pocket of the short sleeve dress blue shirt or tunic, depending on the uniform type you are wearing.

**DO NOT ALTER YOUR UNIFORM IN ANY WAY!**

If you require a differently sized uniform piece, please make an appointment with Supply to obtain the correctly sized piece. Most often cadets attend Supply during a parade night to exchange uniform pieces. If there is an urgent uniform issue outside of regular squadron hours please call the squadron cell phone.

**Badges and badge placement:**

- Throughout your cadet career you will receive many badges. These badges represent the different ranks and qualifications you will achieve. As such, the badges on your tunic will need to be changed periodically so that your tunic represents your current rank and achievements. We ask that you carefully sew the badges to your tunic so that the tunic may be used for a great length of time.
- All badges are to be sewn onto the tunic neatly with thread that blends in with the colour of the badge and the uniform.
- Do not use glue or the adhesive found on the rear of the badges! Using glue or adhesive will permanently affix the badge to the tunic, thereby rendering the tunic unusable in the future.
- Please be very careful when removing your badges. Removing your badges roughly may result in tearing or pulling of the fabric (which will destroy the tunic).
- Do not dry clean your uniform! The dry-cleaning process uses high heat, which activates the glue on the rear of the badges.
- Your tunic will have the shoulder flashes already sewn into place. Shoulder flashes are the semi-circle badges sewn at the top of each sleeve of the tunic.
- Badge placement is very specific and important to the uniform, especially if you are going to competition with one of our squadron teams. When at competition, cadets are awarded points for uniform appearance. Failure to have the badges sewn in the correct order and/or in the incorrect spots will result in lost points.

- The Supply Officer strongly suggests that cadets make use of the talents of our squadron seamstresses when sewing badges in order to ensure badge placement is correct. Please contact either of our seamstresses for information on drop off/pick up locations. Our two seamstresses are:
  - Mrs. Lucia Durward – cell: 905-730-0030
  - Mrs. Joy Guinto – cell: 416-821-9567

The prices for badge placement are:

- \$10 per pair of ranks
- \$3 for each qualification badge or camp badges
- \$5 for wings
- For more information on badges, please click here:
  - <https://62phantomaircadets.ca/wp-content/uploads/2018/08/02-Air-Cadet-Badges.pdf>
  - <https://62phantomaircadets.ca/wp-content/uploads/2018/08/02-Cadet Dress Instr Music Badges.pdf>

### Ironing your uniform:

- Please be extremely careful when ironing your uniform. Most uniform parts are made from polyester and are very susceptible to heat. The uniforms burn and melt very easily if they are improperly ironed.
- Use the appropriate heat settings (low to medium heat) and lots of steam when ironing. A pressing cloth is strongly recommended.
- Pant creases should be centered on the front and back of each leg and should extend all the way to the waistband.
- Shirts need to be washed and pressed weekly. Creases should be pressed into each sleeve, centered.
- Clip any loose threads using nail scissors or nail clippers.
- Do not iron the badges! Applying heat to the badges will activate the glue found on the rear of the badges.

### Video:

A better way to learn uniform maintenance may be to see it visually. For a video tutorial showing you every aspect of the maintenance of your uniform, check out this fantastic video made by cadets from 395 Squadron, in Edmonton: <https://www.youtube.com/watch?v=N2Wup7QqBJg&feature=youtu.be>

### How to:

Please click here to find more information on any of the below bullet points:

<https://62phantomaircadets.ca/wp-content/uploads/2018/08/02-Illustrated-References.pdf>

- Wear your hair
- Wear your earrings
- Tie your tie
- Wear your lanyard
- Wear your medals and pins
- Wear a poppy and other decorations
- Wear your rank and qualification badges
- Lace your boots

**How to:**

Please click here to find more information on any of the below bullet points:

[https://62phantomaircadets.ca/wp-content/uploads/2018/08/02-Dress\\_Regs\\_-\\_Department.pdf](https://62phantomaircadets.ca/wp-content/uploads/2018/08/02-Dress_Regs_-_Department.pdf)

- General personal appearance
- Department
- Wear your hair
- Wear your make up, jewellery, tattoos, body piercings
- Wear your undergarments
- Wear your eyeglasses/sunglasses

Please talk to the Supply Officer if you have cultural, religious, or spiritual accommodations that must be met with regards to attire.

**How to polish your boots:**

- Black shoe polish, a polishing cloth (Kiwi brand recommended), some water and a lot of time are all that are needed to get a good shine on your boots. Don't forget to clean and blacken the welts (the layer of stitching that attaches the leather upper of the boot to the sole) of your boots with an old toothbrush.
- Take your Kiwi polish and take the lid off.
- Fill the lid with room temperature water.
- Take your Kiwi cloth and wind part of it around your index finger.
- Apply a generous coat of polish to your boot, applying it in a circular pattern.
- Leave your boots overnight.
- Dab your Kiwi cloth-covered finger into the water.
- Dab the same finger into the polish but don't put too much polish on. A tiny amount will do.
- Go over your boots in the same circular pattern and work them until there are no water droplets left on your boot.

**Note:** The best polish for your boots is just regular black Kiwi polish. Don't use Kiwi Parade Gloss or the Express sponge, just keep it plain and simple.

Here is a video link on how to polish your boots:

[https://www.youtube.com/watch?time\\_continue=141&v=8wli9xqOmG8](https://www.youtube.com/watch?time_continue=141&v=8wli9xqOmG8)

**Miscellaneous items:**

- Backpacks - Civilian backpacks of a conservative pattern may be either carried in the left hand or worn suspended from both shoulders and square on the back.
- Civilian clothing - Civilian clothing shall not be worn combined with the cadet uniform. This includes, but is not limited to, civilian jackets and hats.

Welcome to 62 Phantom Squadron!