



**STATE OF CALIFORNIA – MILITARY DEPARTMENT
HEADQUARTERS, CALIFORNIA CADET CORPS**

10 Sonoma Avenue Building 1301
Camp San Luis Obispo, California 93405



28 March 2026

MEMORANDUM FOR All Drill Comp Staff, Judges, and Participants

SUBJECT: Information for CACC State Drill Comp 2026

1. **PURPOSE:** The information contained within this document outlines information and directions that will help you be successful in your performance as staff at the 2026 CACC State Drill Competition.
2. **APPLICABILITY:** This information applies to all HQ CACC personnel, adults attached for the event, HHC, and Judges participating in the CACC State Drill Competition being hosted at Joint Force Training Base (JFTB) Los Alamitos, CA on 11 APR 2026.
3. **OBJECTIVE:** California Cadet Corps (CACC) provides a safe and successful venue where cadets have the opportunity to demonstrate their competence in drill and ceremonies in a friendly competitive atmosphere with other cadets from brigades and battalions from throughout California.
4. **CRITICAL INFORMATION:**
 - A. Units should plan to arrive at JFTB-LA at 0600 on Saturday, 11 April.
 - B. **Due to current volatility in the world and existing force protection measures in place in the California Military Department, individuals are encouraged NOT to travel to JFTB-LA in uniform. Any personnel in uniform will not stop or leave their vehicle. This applies to travel before and after the activity.** This does not apply to the Adult CMU or Cadet PT Uniform.
 - C. See enclosed attachments for maps of the base and packing list.
 - D. All CACC and military personnel will check in with S1, whether or not they are competing or even participating.
 - E. **Uniform is Class B for all CACC personnel and Judges.**
 - F. Some limited Billeting is available. POC to coordinate is MAJ Cahill: lani.cahill@cacadets.org.
 - G. Meals other than the provided lunch on Saturday may be available from the Sunburst DFAC if coordinated with Operations NLT 2 APR 2026. Operations@cacadets.org.
 - H. Participants will be released no earlier than 1700 on Saturday.
 - I. The drill competition is being held on an active airfield, which is a no-hat area. Personnel should not wear hats on the airfield. So that cadets don't lose their uniform caps, we encourage schools/personnel NOT to bring their cap. Exceptions are personnel in military (not CACC) uniforms who may be outside the airfield area (but no personnel are to wear hats anywhere on the airfield).
 - J. All adults entering the base must have a valid Real ID.
5. **EVENT OPERATION:**
 - A. **Personnel and Administration (S1)**
 - 1) In-Processing:
 - a) **Team Check-in** (Aviation Facility Conference Room)

When the unit arrives, they must check in all teams participating from that school. The team leader(s) and commandant will check in at the S-1 station set up in the Aviation Facility Conference Room. Each commandant will bring a paper copy of an updated and accurate roster to be given to the S-1 team. The roster will list all cadets and all CACC adults present from the unit. The team will also receive a map of the competition area.
 - b) **HHC Cadets and Adults not with a team** must check in at the same location and account for all adults and cadets in their party. Each Team Leader will receive an envelope with the scoresheets, which they will hand off to the judging team when they report to compete. They

may also receive a notification buzzer that will notify them to report for competition. If you lose your scoresheet packet or buzzer, the team will be disqualified.

c) **Judges** will check in separately in Building 6, Room 116 when they report for the Judge's Briefing. Building 6 is on Yorktown Ave to the northeast of the Post Exchange (PX).

2) Award Orders will be posted on the CACC website after the activity.

B. Safety and Security (S-2)

1) Pre-arrival protocols

a. If a cadet is sick, they should not be attending the event.

b. If sickness occurs at the activity, please contact SSG Sjodin (Acting S2) at the Medic Tent.

c. Due to current volatility in the world and existing force protection measures in place in the California Military Department, individuals are encouraged not to travel to JFTB-LA in uniform. Personnel in uniform will not stop or leave their car. This applies to travel before and after the activity.

i. Cadets may travel in their Class B Uniform pants with the shirt removed, or in full uniform as long as they don't leave the vehicle they're travelling in.

ii. Adults in Commandant Multipurpose Uniform may remain in that uniform as normal.

iii. Adults in Class B or C (ACU) will not depart their vehicle in civilian areas.

iv. Personnel should NOT leave the base for lunch.

2) Safety Expectations

a. Cadets or units are to bring hydration packs or water bottles and sunscreen with them. Water will be available to refill containers. Drinks will be available for purchase.

b. When travelling outside the airfield area, cadets are to travel in a group of three.

c. Cadets are encouraged to use the Porta-Potties available on the training grounds. Handwashing stations are available – use them.

d. Cadets are to ensure that they are eating properly throughout the event to prevent potential sickness. Saturday lunch will be provided at no cost. The Cadet Store has snacks, hot dogs and hamburgers for purchase. Some units may set up snack or lunch stands as fundraising events.

e. Cadets are encouraged to notify their leaders about situations that they find uncomfortable. Leaders should address concerns with the HQ CACC chain of command.

f. In the case of an emergency, cadets are to form up with the rest of their unit in the area marked off as competition drill pads.

g. Avoid running in the activity area.

h. Cadets are to ensure that their footwear is laced up/worn properly to reduce the risk of ankle and foot injury.

i. All cadets are to keep their hands to themselves— the California Cadet Corps does not stand for inappropriate and/or non-consensual touching amongst personnel. Cadets are to refrain from hazing and/or horseplay.

j. Cadets are not permitted to tamper with any animals and/or insects that they might come across throughout the event.

k. Cadets are to obey the CACC Cadet Honor Code – no lying, cheating, or stealing, and don't tolerate those who do. Inform an adult leader immediately if you see it.

3. Medical matters

a. There will be roaming medics and a med tent will be available during the event.

b. Commandants are responsible for the overall medical responsibility of the cadet. The California Cadet Corps is only able to assist with basic medical matters, as the program must comply with the policies of school districts.

4. Cadet Cadre Safety Protocols

a. Ensure Your Cadets Can Use the Latrine. When your cadets need to use the latrines allow them to do so.

b. Monitor Cadet Behavior. Deal with any inappropriate behavior at the scene to prevent

further escalation. Commandants and cadet leaders are responsible for the behavior of their cadets.

c. Fraternalization is not tolerated and should be dealt with accordingly.

C. Training and Operations (S-3)

(1) Sequence of Events:

I. 0600- In-Processing – Conference Room

II. 0730- Cadet Orientation

III. 0800- Drill Competition begins

IV. 1200- Lunch opens (this is not a set time, when cadets are waiting to compete or done competing, they are able to receive their meals). Judges go to the front of the line or eat elsewhere.

V. 1500- The main six categories of the Drill Comp will come to an end, and cadets under the guidance of the HHC will break down and put away all equipment, clean up trash, etc. in all areas used for the activity.

VI. 1530- Once the airfield area has been cleaned, cadets will move to the drill-down area; any cadet is allowed to compete in both armed and unarmed individual drill down

VII. 1630- The awards ceremony begins, once this ends, cadets are to be dismissed to their commandants

D. Technology, and Communication Systems

1) Radios will be used as primary communication for this event. Radios will be issued per each station HHC cadets, CMD, and primary 10th BDE staff. HHC cadets will be briefed on radio usage prior to the event.

2) The S3 will deploy a phone-based notification system between Operations and the Drill Pads.

3) The S3 will manage a buzzer notification system to communicate with teams that they are to report to the Operations Center, then to the competition drill pad.

4) The PA system and mic will be set up upon S.6 arrival to be used throughout the day by authorized personnel.

E. HHC Brief

1) 3 HHC will be required at each drill pad (2 on DP's 7 & 8)

2) 1 HHC will be in the standby-zone to conduct the Uniform Inspection and ensure the steady flow of competing teams onto the drill pad.

3) 2 HHC will be measuring the box for the team and placing cones (except on DP 7 & 8). Once a team is formed in position on the drill pad, 1 HHC will measure out the box with 2 PVC Pipes, and the 2nd HHC will place the cone, this will continue until all 4 cones are placed. This should take no longer than 30 seconds.

4) HHC will provide the runners between the Operations Center and the Scoring Room (Airfield Operations Conference Room).

5) When the first team arrives, they will be inspected in the ready zone by the Senior HHC/Inspector. Once inspected, the Uniform Inspector will give the team's folder back to the Team Commander. The Team Commander will then, when beckoned by the Chief Judge, report to the Chief Judge (see CR 1-8), hand over the scoresheet envelope, and when directed to, will form the team on the drill pad so the box (Squad and Platoon teams only) can be measured. As the team is performing, the next team in the stand-by zone should have moved into the ready Zone for inspection. Ideally, there will always be a team performing, a team in the stand-by zone, and a team undergoing uniform inspection.

6) Once the team completes their routine, the judges will finish their scoring and seal the scoresheets in the folder/envelope and have one of their HHC Cadets bring it to the Operations Center to be taken to the Scoring Team. Meanwhile, the Stand-by team is ready to go and the next team moves from Uniform Inspection to Stand-by.

7) This should be a constant cycle that shouldn't stop unless the judging team needs a break.

8) Once ALL teams have competed, all 3 HHC on the drill pad will break down the easy-up and turn in all supplies to the S4. They report to the HHC Commander/1SG for their next assignment or

release to participate in the Individual Drill Downs.

F. Operations Center: The Operations Center will be set up to coordinate team flow through the eight drill pads. They will publish and change the matrix of teams per drill pad, will communicate as necessary with the judging teams at each drill pad, and will notify teams through the buzzer system that they need to report to their drill pad. Judging Team HHC will deliver completed scoresheet packets to the Operations Center, who will record completion of the team's competition and get the packet to the Scoring Team.

G. Spectators: Spectators are welcome at the event, though they will not be included in the "provided" lunches. They are welcome to purchase food from the LEAD Cadet Store or other units selling food. Spectators should bring their own chairs and method of shade. Parents will NOT take cadets from the airfield area without signing them out through the S1 (in the Conference Room).

H. Commandants and Cadets: Bring your own seating/blankets/EZ ups. We are in a location with no bleachers. Some chairs will be available, but not enough for all participants.

6. OVER-NIGHT CADETS AND ADULTS:

A. Units arriving on Friday should report to Building 15 and seek out the CACC billeting manager on site.

B. Packing List: See Attached document.

C. Maps: See Attached documents.

D. The uniform for Drill Comp will be Class B. Barracks uniform will be PT.

E. Adult duty assignments: Upon check in adults who wish or volunteer to help the HQs in an official capacity will be given your duty assignment if not already coordinated. Adults intending to do this should email Operations prior to the event and request orders.

1) Judges report to Building 6, Room 116 at 0600 for the Judge's Briefing and coordination.

2) Point of Contact for billeting is MAJ Lani Cahill, lanicahill@cacadets.org (661)496-2989.

7. Cadet Store: The Cadet Store will have some CACC items for sale. If you want something specific, contact the Cadet Store prior to 9 APR to coordinate that it'll be available. Email cadetstore@cacadets.org. The Cadet Store takes credit/debit cards (for a fee) and cash. Website: <https://www.cadetleaders.org/category/all-products>

FOR THE COMMANDER:

GRACE E. EDINBORO
COL, CACC
S3

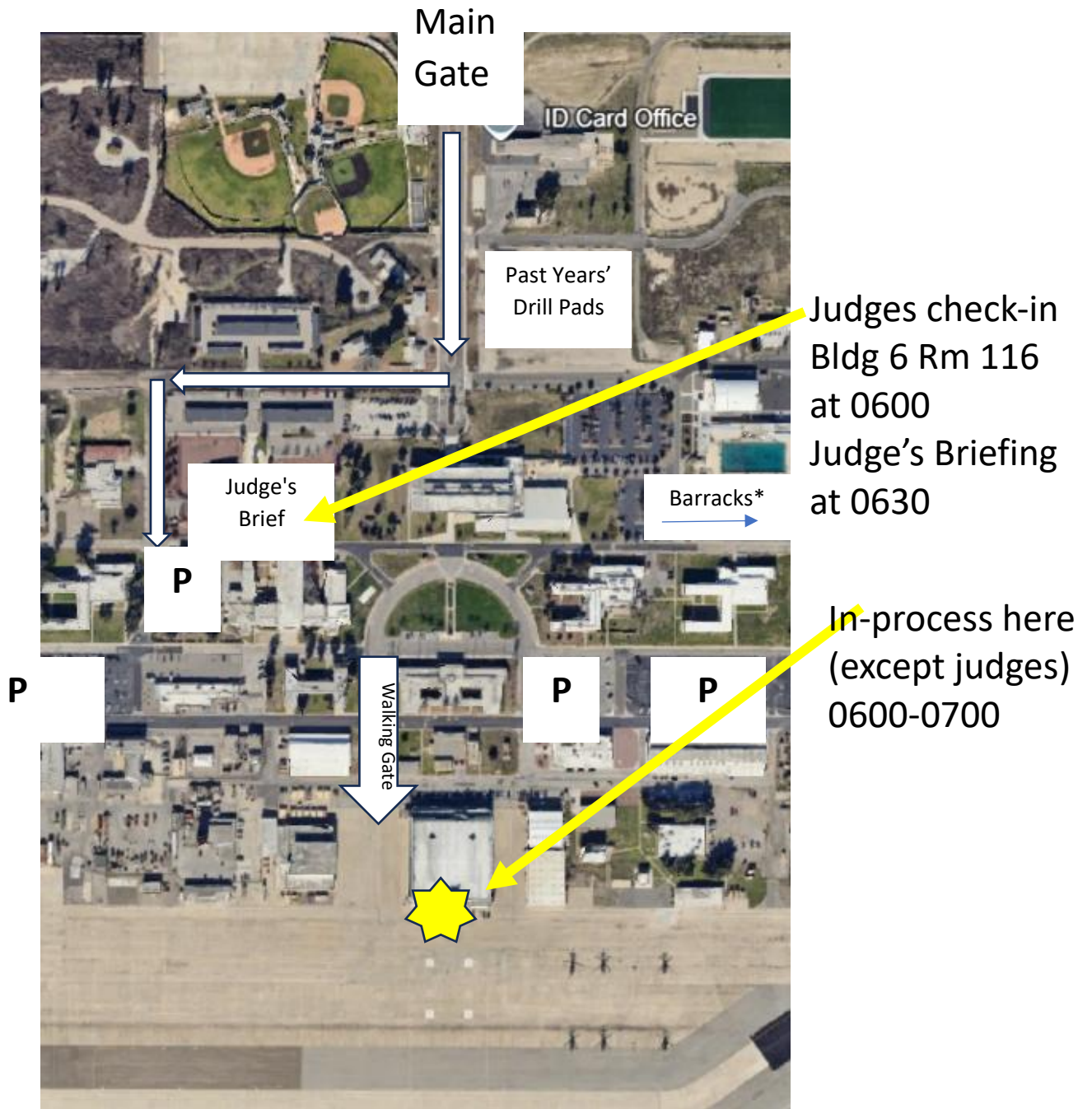
State Drill Competition Cadet Corps Packing List For People Staying Overnight

We recommend packing all items in a single small to medium size duffle bag for transportation. Note that you will not be carrying a lot of items, so select your bag accordingly.

- Complete PT Uniform to exercise in and wear to the event (1 ea)
 - Sweatshirt & Sweatpants (Highly recommended)
 - T-shirt & Shorts
- Complete Class B Uniform (1 ea)
 - Tan Class B Shirt
 - Black T-shirt
 - Black Class B Trousers
 - Black belt with brass buckle
 - Black boots or low quarters
 - Insignia (Name plate, ribbons, DUI badge, epaulets, shoulder cords, badges, and if needed metal rank)
- Headgear: NOT recommended since the airfield is a no-hat zone
- 1 water bottle/hydration pack
- 1-2 Undergarments (based on # of nights staying)
- 1-2 pairs of black boot socks or dress socks (based on # of nights staying)
- Boot Bands if you're blousing your boots
- Hygiene (eg. Bath towel, shampoo, conditioner, soap, hand towel, wash cloth, toothpaste, toothbrush, lotion, washcloth, deodorant, female hygiene products)
- Shower shoes/flip flops
- Coat/Jacket
- Sunscreen (We will have sunscreen if needed, but cadets may bring their own if desired.)
- Chapstick
- Hair essentials as necessary (hair ties, bobby pins, hair gel, hairspray, hairbrush)
- Flashlight
- Pillow
- Sleeping Bag or Blanket/Padding/twin sheets (if no sleeping bag)

DO NOT BRING -

- Weapons of any kind (knives, guns, etc.) -
- Drugs, alcohol, tobacco products (including e-cigarettes) -
- Anything that would NOT be allowed on a school campus



* Units arriving Saturday go to Bldg 15, 2nd floor for barracks

