

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CANADIAN ARMED FORCES
AND
THE NAVY LEAGUE OF CANADA
AND
THE AIR CADET LEAGUE OF CANADA
AND
THE ARMY CADET LEAGUE OF CANADA
CONCERNING
SHARED DUTIES IN SUPPORT OF
CADETS AND CADET CORPS AND SQUADRONS

1. Introduction

- 1.1 This Memorandum of Understanding (MOU) between the Canadian Armed Forces (CAF), The Navy League of Canada, The Air Cadet League of Canada and The Army Cadet League of Canada, hereinafter referred to as the “Participants,” aims to commit to working cooperatively, and within their respective jurisdictions, to provide coordinated Logistical Support to the Cadet Program. This Logistical Support will enable the CAF to effectively conduct training at more than 1,100 cadet corps and squadrons in over 800 communities across Canada throughout the academic year and during the summer training period at centralized locations.
- 1.2 The Minister of National Defence authorized the formation of the Cadet Organizations pursuant to section 46 of the National Defence Act. The *Queen’s Regulations and Orders for the Canadian Cadet Organizations* (QR(Cadets)) elaborates on aspects of section 46 of the *National Defence Act*. There are four Cadet Organizations, under the control and supervision of the CAF, known as:
- 1.2.1 the Royal Canadian Sea Cadets (the “Sea Cadets”);
 - 1.2.2 the Royal Canadian Army Cadets (the “Army Cadets”);
 - 1.2.3 the Royal Canadian Air Cadets (the “Air Cadets”); and
 - 1.2.4 the Junior Canadian Rangers.

This MOU is applicable to the Army Cadets, the Sea Cadets, and the Air Cadets.

- 1.3 The Cadet Leagues have maintained a long and close association with both the Cadet Program and the CAF. The Cadet Leagues’ unique supporting relationship with their respective cadet organization has been a key factor in the stability and growth of the Cadet Program across the country. The Cadet Leagues provide Logistical Support enabling the establishment, accessibility, and sustainability of the Cadet Program at the community, provincial/territorial/divisional, and national levels.
- 1.4 The Cadet Organizations aim to:
- 1.4.1 develop in youth the attributes of good citizenship and leadership;
 - 1.4.2 promote physical fitness; and
 - 1.4.3 stimulate the interest of youth in the sea, land, and air activities of the CAF.

2. Definitions

- 2.1 For the purposes of this MOU, the following terms and definitions apply:
- 2.1.1 **Cadet Leagues:** Collectively The Navy League of Canada (La Ligue navale du Canada), The Air Cadet League of Canada (La Ligue des cadets de l’Air du Canada), and The Army Cadet League of Canada (La Ligue des cadets de l’Armée du Canada), each being federally incorporated not-for-profit organizations;

- 2.1.2 **Cadet Organizations:** Youth organizations formed pursuant to section 46 of the *National Defence Act* that are under the control and supervision of the CAF, but are not comprised in the CAF, and consist of youth between twelve and eighteen years of age, inclusive;
- 2.1.3 **Cadet Program:** A youth program delivered by the Canadian Armed Forces (CAF) as authorized by the Minister of National Defence under section 46 of the *National Defence Act*. This MOU is applicable to the Sea Cadet, the Army Cadet, and the Air Cadet programs;
- 2.1.4 **Classified Information:** Information is categorized as “Classified” by the Government of Canada when unauthorized disclosure could reasonably be expected to cause injury to the national interest;
- 2.1.5 **Consultative Framework:** a framework that enables collaborative Cadet Program Logistical Support delivery and external stakeholder engagements;
- 2.1.6 **Local Committee:** (also known as “Sponsoring Committee,” “Support Committee” or “Branch”) is a civilian organization operating under the sole authority of the Cadet Leagues that works closely with cadet units to ensure smooth operations and support for cadets;
- 2.1.7 **Logistical Support:** The provision and management of resources such as transportation, storage and training facilities, meals, and any other resources apart from personnel, as mutually agreed through the Program Logistical Support Plan;
- 2.1.8 **Program Logistical Support Plan (PLSP):** an annually reviewed, national level plan collaboratively developed by the Participants to provide Logistical Support to the Cadet Program;
- 2.1.9 **Protected Information:** Information is categorized as “Protected” by the Government of Canada when unauthorized disclosure could reasonably be expected to cause injury outside of the national interest, for example, the name of an individual and another piece of information associated with the individual such as date of birth, address, Personal Record Identifier (PRI) or Service Number (SN). For cadets this could include health insurance identifiers or other personal information. Or combinations of personal information such as Social Insurance Number, name and address, or particularly sensitive personnel information, medical records, financial information or performance evaluations; and
- 2.1.10 **Resources:** Money, material, and other assets, apart from personnel, that can be drawn upon to function effectively.

3. **Status of Arrangement**

- 3.1 The Participants acknowledge notwithstanding the wording used in this MOU, neither the MOU as a whole nor any of its parts taken separately are, or ever have been, intended to be

a contract and no contractual obligations are incurred by the Participants as a result of the existence of this MOU.

- 3.2 This MOU is not a procurement instrument. The Participants will process any procurement resulting from, or required by, the application of this MOU in accordance with the contracting laws, regulations and their respective financial authorities.
- 3.3 This MOU will not impose any financial commitments between or among the Participants, except that each Participant will pay for the costs it incurs in its own interest, related to the support of this MOU.
- 3.4 This MOU is not intended to establish or impose any legal obligations on the Participants.

4. **Objectives and Scope**

- 4.1 The objectives of this MOU are to:
 - 4.1.1 **Provide coordinated Logistical Support** to the Cadet Program through a combination of CAF resources augmented by the capabilities of the Cadet Leagues, to the extent possible and where mutually determined;
 - 4.1.2 **Reinvigorate the existing Consultative Framework** through which progress can be monitored, and challenges to effective Logistical Support can be identified, addressed, and resolved collaboratively; and
 - 4.1.3 **Deliver community outreach and stakeholder engagement** by utilizing the respective strengths of the Participants and the unique government/not-for-profit relationship to strengthen connections with private industry, community organizations, and all levels of government to further the purpose of this MOU.

5. **Guiding Principles**

- 5.1 The Participants understand that the following principles will guide the implementation of this MOU and support the effective delivery of the Cadet Program:
 - 5.1.1 **Distinct Roles, Shared Purpose:** Each Participant operates under its own legal mandate, governance structure, and accountability framework. Collaboration and cooperation are carried out in a manner that respects these differences, yet the Participants are united by a shared purpose and focused objectives;
 - 5.1.2 **Consultation:** Promote the Consultative Framework to support effective stakeholder relationships, deliver Logistical Support to the Cadet Program and coordinate external communication;
 - 5.1.3 **Collaboration and cooperation in support of sustainability:** The Participants work together to strengthen the resilience and long-term Logistical Support of the Cadet Program;

- 5.1.4 **Transparency and Information Sharing:** The Participants encourage open and timely communication to support informed decision-making, effective planning, and a shared understanding of opportunities, risks, and challenges, while respecting privacy, confidentiality, and applicable governance requirements;
- 5.1.5 **Shared Performance measurement:** Establish mutually determined performance measures and reporting practices that reflect program Logistical Support objectives; and
- 5.1.6 **Continuous Learning and Improvement:** Support ongoing improvement to Logistical Support to meet the evolving needs of the Cadet Program.

6. **Participant Roles and Duties**

6.1 The Cadet Leagues will:

- 6.1.1 **Policies and procedures:** Update respective policies and procedures to reflect the commitments outlined in this MOU and ensure these updates are communicated to local committees and branches;
- 6.1.2 **Reliable tracking and reporting:** Develop and maintain consistent, transparent methods to track and report the provision of financial and logistical support to the Cadet Program;
- 6.1.3 **Community outreach and stakeholder engagement:** Engage with private industry, community organizations, and all levels of government to contribute to the sustainability and public awareness of the Cadet Program;
- 6.1.4 **Scholarships and awards:** Using League generated funds, support scholarships and awards that align with the aims of the cadet organizations including good citizenship, leadership, and physical fitness; and
- 6.1.5 **Logistical Support capacity:** Evaluate and document current and future capacity to respond to financial and logistical support requests from CAF.

6.2 The CAF will:

- 6.2.1 **Policies and procedures:** Update CAF policies and procedures to reflect the commitments outlined in this MOU;
- 6.2.2 **Cadet Unit Viability:** Establish baseline viability thresholds required to sustain a corps or squadron;
- 6.2.3 **Baseline Logistical Support requirements:** Outline the facility, financial, equipment, and transportation requirements needed to deliver the Cadet Program;

- 6.2.4 **Logistical Support gaps:** Determine any deficiencies that may impact the effective delivery of the Cadet Program;
 - 6.2.5 **Logistical Support consultations:** Communicate with the Cadet Leagues to determine logistical capabilities and confirm or amend program design as needed;
 - 6.2.6 **Logistical Support request process:** Develop a simple, transparent, and consistent process for submitting logistical support requests to the Cadet Leagues for financial and/or logistical support; and
 - 6.2.7 **Logistical Support effectiveness:** Assess the overall effectiveness of Logistical Support provided to the program.
- 6.3 Together, the Participants will:
- 6.3.1 **PLSP:** Jointly develop a PLSP that uses performance measures to identify areas where support is required and outlines collaboratively designed solutions;
 - 6.3.2 **Shared understanding of capacities:** Develop a common, evidence-based understanding of capacities at the local, provincial/territorial/Division, and national levels;
 - 6.3.3 **A Consultative Framework:** Jointly use the Consultative Framework to support collaboration, cooperation, transparency, and shared understanding. Details will be agreed and articulated under separate cover;
 - 6.3.4 **Information sharing:** Exchange relevant, appropriate, and timely information that may assist planning and decision-making to enable the PLSP, while respecting privacy, confidentiality, and each Participant's governance and legal requirements; and
 - 6.3.5 **CAF Badges and Prohibited Marks:** Educate cadet corps and squadrons (through CJCR Gp) and local committees (through respective leagues) regarding the requirement and process to seek consent.

7. **CAF Badges and Prohibited Marks**

- 7.1 The Participants acknowledge:
- 7.1.1 that the badges and prohibited marks listed in Annex A are owned by the Crown and managed by the CAF; and
 - 7.1.2 that any commercial use (including fundraising) of the badges and prohibited marks listed in Annex A requires consent. Consent will also be sought for the commercial use of: (i) any flag, badge or insignia in use in the CAF; and (ii) any badge of a cadet corps or squadron which resembles the badge of an affiliated CAF unit.

8. Security/Disclosure of Information

8.1 Each Participant will ensure that access to Protected or Classified information is limited to those persons who possess the requisite security clearance, and a specific need-to-know for the purposes of this MOU. Accordingly, each Participant will ensure that the recipients:

8.1.1 Will not release the information to any third party without the prior written consent of the originating Participant;

8.1.2 Will not use the information for other than the purposes provided for pursuant to this MOU; and

8.1.3 Will comply with any distribution and access restrictions on information that is provided for, pursuant to this MOU.

8.2 The Participants will ensure all visiting personnel comply with the security requirements of this MOU. Any information disclosed or made available to visiting persons provided by the Participants will be treated as if supplied to the Participant sponsoring the visiting personnel and will be subject to the provisions of this MOU.

8.3 The responsibilities of the Participants involved regarding the use, transmission, storage, handling, safeguarding, disposal and disclosure to third parties of information provided or generated pursuant to this MOU will continue to remain in effect after this MOU is terminated as if the MOU had not been terminated.

9. Differences in Interpretation and Application

9.1 The Participants will resolve any difference in the interpretation or application of this MOU through consultations and will not refer to any difference to a court, tribunal, or any other third party.

10. Amendment

10.1 The Participants may amend this MOU upon their mutual written consent.

11. Duration, Withdrawal, Termination, Renewal and Review

11.1 **Duration:** This MOU will remain in effect until either withdrawn from, terminated or renewed;

11.2 **Withdrawal:** Any Participant may withdraw from this MOU on presentation of written notice ninety (90) days prior to the other Participant(s) of its intent to withdraw. In the event of withdrawal, the Participants may wish to consult to try to ensure withdrawal on the most economical and equitable terms;

11.3 **Termination:** The Participants may terminate this MOU, at any time, upon their mutual written consent. The Participants understand that, unless otherwise agreed to between the Participants, commitments it incurs during the effective period of this MOU will remain

the Participant's commitment until fulfilled notwithstanding withdrawal from, termination or expiration of, this MOU;

11.4 **Renewal:** The Participants may renew this MOU, prior to its expiration, upon their mutual written consent; and

11.5 **Review Cycle:** The Participants will jointly review this MOU every five (5) years to ensure that its provisions remain relevant and are being applied effectively. If any Participant considers it necessary, the Participants may jointly review this MOU at any time during the intervening years.

12. **Coming into Effect, Date and Signature**

12.1 This MOU will come into effect on July 8, 2026 and will supersede the *Memorandum of Understanding Among the Canadian Armed Forces and the Navy League of Canada and the Army Cadet League of Canada and the Air Cadet League of Canada Concerning Consultative Arrangement for Executing Shared Responsibilities in Support of Cadets and Cadet Corps Squadrons* signed June 26, 2020.

For the Department of National Defence of Canada	For The Navy League of Canada
 Dominique Brais, BGen Commander Cadets and Junior Canadian Rangers Group	 Jennifer Bennett, National President The Navy League of Canada

For The Air Cadet League of Canada	For The Army Cadet League of Canada
 Jacquie Pepper-Journal, President The Air Cadet League of Canada	 Cathy Bach National President The Army Cadet League of Canada

ANNEX A – List of CAF Badges and Prohibited Marks

The insignia for which a prohibited mark has been advertised by the Canadian Intellectual Property Office are as follows:

(1) Cadets Canada & Design

(0912799 advertised on 2001-03-28)



(2) Sea Cadets Crest

(0912801 advertised on 2001-03-21)



(3) Army Cadets Crest

(0912800 advertised on 2001-03-28)



(4) Air Cadets Crest

(0912798 advertised on 2001-11-21)



The badges and flags for which Letters Patent have been issued by the Heraldic Authority in the Governor General's office are as follows:

(1) Badge of the Regional Cadet Support Unit (Northwest)

(Letters patent issued on 2015-03-14)



(2) Cadet Camp Bagotville

(Letters patent issued on 2012-03-24)



(3) Cadet Camp Valcartier

(Letters patent issued on 2013-01-05)



(4) Cadet Camp Vernon

(Letters patent issued on 2013-01-05)



(5) Cadet Camp Argonaut

(Letters patent issued on 2013-01-05)



(16) Badge of the Regional Cadet Instructor School (Pacific)

(Letters patent issued on 2013-01-05)



(17) Badge of the Regional Cadet Instructor School (Atlantic)

(Letters patent issued on 2013-01-05)



(18) Badge of the Cadet Flying Training Centre – Eastern Region

(Letters patent issued on 2017-03-25)



(19) Badge of the Trenton Air Cadet Summer Training Centre

(Letters patent issued on 2014-10-25)



(20) Badge of the Greenwood Air Cadet Summer Training Centre

(Letters patent issued on 2003-02-22)



(6) Cadet Camp Borden

(Letters patent issued on 2015-10-03)



(7) Blackdown Cadet Training Centre

(Letters patent issued on 2018-11-17)



(8) Cadet Camp Cold Lake

(Letters patent issued on 2013-01-05)



(9) Cadet Camp Patricia Bay

(Letters patent issued on 2013-01-05)



(10) Badge of the Regional Cadet Support Unit (Central)

(Letters patent issued on 2012-11-03)



(11) Badge of the Regional Cadet Support Unit (Pacific)

(Letters patent issued on 2009-12-12)



(21) Badge of the Argonaut Army Cadet Summer Training Centre

(Letters patent issued on 2001-11-03)



(22) Badge of the Air Cadet Summer Training Centre (Penhold)

(Letters patent issued on 2001-11-03)



(23) Badge of the Central Region Cadet School of Pipes and Drums

(Letters patent issued on 2013-01-05)



(24) Badge of the National Cadet and Junior Canadian Rangers Support Group

(Letters patent issued on 2026-06-02)



(25) Badge of the Cap-Chat Army Cadet Summer Training Centre

(Letters patent issued on 2003-02-22)



(12) Badge of the Regional Cadet Support Unit (Atlantic)

(Letters patent issued on 2009-12-12)



(13) Badge of the Regional Cadet Support Unit (Prairie)

(Letters patent issued on 2005-06-11)



(14) Badge of the Regional Cadet Support Unit (Northern)

(Letters patent issued on 2005-03-12)



(15) Regional Cadet Support Unit (Eastern)

(Letters patent issued on 2005-03-12)



(26) Badge of the Cold Lake Air Cadet Summer Training Centre

(Letters patent issued on 2001-11-03)



(27) Badge of the Connaught National Army Cadet Summer Training Centre

(Letters patent issued on 2001-11-03)

