



HEADQUARTERS – DIABLO COMPOSITE SQUADRON 44
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
PO BOX 6476
Concord CA 94524-1476



20 March 2023

MEMORANDUM FOR SQUADRON 44
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SUBJECT: Orders of the Day for In-Person Meeting on March 20.

1. The Uniform of the Day (UOD) will be the PT Uniform.
2. The meeting will be held at 200 Buchanan Field Road, Concord, CA.
3. Agenda:
 - a) 1800: Staff arrive and are screened for COVID-19
 - b) 1800 - 1830: Meeting Preparation
 - c) 1830: Cadets arrive and are screened for COVID-19
 - d) 1840 - 1850: Opening Formation
 - e) 1850 - 1950: PT
 - f) 1950 - 2000: Break
 - g) 2000 - 2100: Character Development (Capt Johnson) Vision and Goals
 - h) 2100 - 2110: Facility Clean-Up, Drill and Ceremonies
 - i) 2110 - 2125: Closing Formation, Dismissal
 - j) 2125 - 2140: Line Staff Meeting
 - k) 2140 - 2155: Exec Staff Meeting
 - l) 2155: Exec Staff departure

A handwritten signature in black ink, appearing to read "Logan Williams".

Logan Williams, C/2nd Lt, CAP
Cadet Commander