



## Plan Of The Day

Dec 2, 2023

### Adirondack Battalion

19 J F King Dr Saratoga Springs, NY

#### Commanding Officer

ENS Robert Giordano

#### Executive Officer

ENS Clinton Shanks II



**Admin Officer**  
WO Bill Utermark

**Supply Officer**  
ENS Patricia Doll

**Training Officer**  
INST Jaime Gallaga

**Public Affairs Officer**  
INST Felicia Staulters

**Operations Officer**  
INST Sean Dales

<u>Key Events</u>	<u>Drill Location</u>	<u>Required Items</u>
<ul style="list-style-type: none"> <li>★ Potluck Dinner</li> <li>★ Annual Sexual Harassment Prevention Training</li> <li>★ Military Drill Practice</li> </ul>	NAS Saratoga Springs 19 J F King Drive Saratoga Springs, NY 12866	<input type="checkbox"/> Physical Training (PT) Gear <input type="checkbox"/> NWU Type III Uniform <input type="checkbox"/> Water <input type="checkbox"/> Lunch

### UNIFORM OF THE DAY

Cadets  
NWU Type III

Instructors and Officers  
NWU Type III/Service Khaki/Alternate

<b>0730</b> Staff Report [Officers/Instructors/Staff Cadets]	<i>The Edge Halfmoon</i>
<b>0745</b> Battalion Reports	<i>Field House</i>
<b>0800</b> Morning Colors	<i>Field House</i>
<b>0805</b> Morning Quarters	<i>Field House</i>
<b>0830</b> Physical Training	<i>Field House</i>
<b>0910</b> LPO Time	<i>MWR Classroom</i>
<b>0945</b> Classroom (Customs and Courtesies) (Tactical Combat Casualty Care)	<i>MWR Classroom</i>
<b>1035</b> Military Drill Practice	<i>Field House</i>
<b>1130</b> Squad Leader Time	<i>Field House</i>
<b>1200</b> Lunch	<i>Field House</i>
<b>1200</b> Staff Meeting [Instructors/Officers/Training Assistant/LPOs]	<i>MWR Classroom</i>
<b>1230</b> After Lunch Clean Up	<i>Field House</i>
<b>1250</b> Classroom (Sexual Harassment Prevention Training)	<i>MWR Classroom</i>
<b>1335</b> Military Drill Practice	<i>Field House</i>
<b>1500</b> Drill and Ceremonies Competition	<i>Field House</i>
<b>1545</b> Afternoon Quarters	
<b>1600</b> Potluck Dinner Begins	<i>Field House</i>

1600 After Action/Hotwash [OPS/Training/Staff Cadets]

Field House

1700 Dismissal

Field House

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## **NOTES**

**Morning Colors.** Morning colors is the traditional flag raising ceremony which occurs every morning at 8:00 am as per U.S. Navy regulations.

**Staff Cadets.** Staff Cadets collectively refers to cadets in designated billets: Leading Petty Officers (LPO), Master-At-Arms (MAA), and Squad Leaders.

**After Action/Hotwash.** An after action review or hotwash as it is called on submarines, is a short meeting of people in charge of an event used to determine what went well or what did not go well for that event. Our unit uses them to see if drill days went well.

**Public Affairs Officer.** The commanding officer's representative communicates with people outside the unit for the purpose of public relations.

**Saluting.** Saluting is required at the following times:

- a. Each time you meet the Commanding Officer when you are covered.
- b. When making a formal report.
- c. Upon your first meeting of the day with officers who are not the commanding officer.

**Boards.** Boards are used in the civilian world and in the military to certify people for positions of authority. In the Adirondack Battalion we will use them to ensure that cadets are ready for promotion and staff cadet positions.

/s/

ENS Clinton Shanks II  
Executive Officer, Adirondack Battalion