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MALDIVES NATIONAL CADET CORPS

CADET HANDBOOK

Version 1.0 (2025)

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MALDIVES NATIONAL CADET CORPS

Cadet Handbook

7th April 2025



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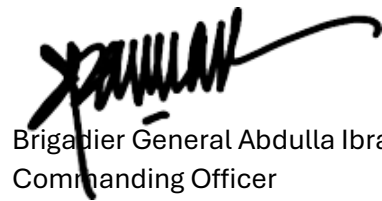
Ministry of Education

OFFICIAL APPROVAL

This Maldives National Cadet Corps Cadet Handbook has been officially reviewed and approved for implementation across all MNCC units nationwide.

The content, standards, and guidelines contained herein represent the official training doctrine and operational procedures of the Maldives National Cadet Corps, effective immediately.

Approved on 07th April 2025.



Brigadier General Abdulla Ibrahim
Commanding Officer

Maldives National Cadet Corps



This handbook serves as the authoritative reference for all MNCC cadet training, development, and assessment activities. All previous instructions written or verbal which contradicts this Cadet Handbook are hereby superseded.

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PREFACE

1. BACKGROUND AND ACKNOWLEDGEMENT

The Maldives National Cadet Corps (MNCC) stands as a testament to our nation's commitment to nurturing leadership, discipline, and civic responsibility among our youth. Established in 1995 with the vision of developing capable young leaders who understand both their national heritage and modern challenges, the MNCC has evolved to address the unique needs of Maldives. This handbook represents the culmination of years of experience in cadet training, adapted specifically for the Maldivian context. It is the product of dedicated collaboration among numerous individuals and institutions committed to youth development in the Maldives. We extend our profound gratitude to the Ministry of Education and the Ministry of Defence for their unwavering support and guidance. Special thanks are due to the Maldives National Defence Force for sharing their expertise and resources in developing our training protocols. We acknowledge the valuable contributions of veteran cadet officers, whose years of experience have shaped these pages, and the educational experts who ensured the content aligns with modern pedagogical standards. Our appreciation extends to the leadership of schools across the islands of Maldives who have supported our cadet programs and provided invaluable feedback on local needs and considerations. We also thank our international partners whose best practices have informed our approach while maintaining our unique Maldivian identity. Finally, we recognize the dedication of our current cadets and instructors whose enthusiasm and commitment continue to inspire improvements in our training programs.

2. SCOPE

This handbook encompasses all aspects of cadet training and development in the Maldives National Cadet Corps (MNCC). It covers the full spectrum of activities from basic drill training to advanced leadership development, including both mandatory and optional programs. The scope extends to all levels of cadet training, addressing the needs of cadets from various age groups, grades and skill levels. While comprehensive in nature, this handbook is designed to be flexible enough to accommodate local adaptations based on specific island resources and conditions, while maintaining standardized core requirements and quality standards.

3. PURPOSE

The primary purpose of this handbook is to establish standardized guidelines and procedures for conducting cadet activities throughout the Maldives. It aims to:

- 3.1. Provide clear, consistent instructions for conducting cadet training programs.
- 3.2. Ensure uniform standards of excellence across all school cadet companies.
- 3.3. Serve as a reference guide for instructors, officers, and cadet leaders.
- 3.4. Facilitate the systematic development of leadership skills, discipline, and civic responsibility.
- 3.5. Support the achievement of MNCC's educational and developmental objectives.
- 3.6. Enable safe and effective conduct of all cadet activities.
- 3.7. Preserve and transmit institutional knowledge and best practices.
- 3.8. Foster a unified approach to cadet development while respecting local contexts.

4. APPLICATION

This handbook applies to:

- 4.1. All registered school cadet companies across the Maldives.
- 4.2. Cadets, MNCC instructors, and training staff.
- 4.3. Active cadets at all levels and ranks.
- 4.4. Support staff and volunteers involved in MNCC activities.
- 4.5. Partner organizations working with MNCC programs.

The guidelines and procedures outlined in this handbook should be implemented with consideration for:

- 4.6. Local environmental conditions and available resources.
- 4.7. Safety requirements specific to each location.
- 4.8. Age and capability levels of cadets.
- 4.9. Seasonal variations affecting outdoor activities.
- 4.10. Cultural sensitivities and community expectations.
- 4.11. Available infrastructure and support systems.

The application of this handbook requires careful judgment by qualified instructors who should adapt the guidelines to suit specific situations while maintaining the core principles and standards of the MNCC.

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SECTION 1: INTRODUCTION AND FOUNDATION

1. History and Establishment

The cadet activity started in the Maldives as 'Khaassa Party' on 19th March 1945. A total of 60 students from Madhrasathul Saniyya, (Majeediyya School) were selected to join this party. Founder of the cadet movement was Al'Ameer Mohamed Ameen Didi who was the President, the Education Minister and the Principal of Madhrasathul Saniyya at that time. Khaassa party wore khaki uniform with side pocketed shorts and was decorated with a cloth belt called the 'Soaru fothikolhu' which supported a white sarong 'Mundu'. They wore a round khaki cap as a head gear.

This movement was developed and modernized with the implementation of English medium studies in Majeediyya School in 1960. Mr.JV Hill, the Principal of Majeediyya School, took charge of the activity and renamed the party as MCC (Majeediyya Cadet Corps), sometimes they were addressed as the Maldives Cadet Corps.

On a Ceremony held on the 25th August 1963 cadets took their first oath and were given arms. This special oath taking ceremony was held in the presence of the government Ministers. Mr.Nanayakarr, a Sri Lankan instructor gave the trainings and was in-charge of the activity. Cadets were divided into two companies; Mr. Abdul Sattar Adam and Mr. Mohamed Naeem were the in-charges for these companies. Later on, Mr. Amarasena was appointed as the cadet master at Majeediyya Cadet Corps on 4th November 1964, till the year 1995. His dedication and contribution to cadet activities in Majeediyya School is acknowledged immensely.

With the motto 'Be obedient and loyal', Maldives National Cadet Corps (MNCC) was inaugurated on the 25th July 1995 by former president H.E Maumoon Abdul Gayyoom to mark the 50th Anniversary, Golden Jubilee of cadet activities in Maldives.

MNCC is an organization which comprises of cadets from schools nationwide. This is an organization which functions under the Ministry of Education with the training and logistic assistance from the Maldives National Defence Force and consists of cadets and band cadets of schools nationwide who are above the age of eleven years.

To mark the 15th anniversary of Maldives National Cadet Corps on the 25th July 2010, 3 wings of MNCC was inaugurated and wing commanders were appointed. The three wings were Army wing, Sea wing and Police wing.

2. Vision and Mission

2.1. Vision: To develop exemplary young citizens who embody leadership, patriotism, and service, prepared to safeguard and advance the Maldives' interests while upholding our Islamic values and preserving our maritime heritage.

2.2. Mission: The Maldives National Cadet Corps strives to develop youth who:

- Embody Islamic values and demonstrate strong patriotic commitment to the Maldives.
- Exercise effective leadership within schools and communities and fulfill their roles as responsible and engaged citizens.
- Actively participate in addressing national challenges and development.
- Demonstrate initiative in community service and national progress.
- Show resilience and adaptability in facing contemporary issues.
- Contribute positively to the nation's growth while maintaining cultural values.

3. Main Responsibilities

- 3.1.** To cultivate cadets who embody strong Islamic faith, demonstrate unwavering patriotism, uphold high moral standards, and maintain strength of character in all their endeavors.
- 3.2.** To preparing cadets to serve as a skilled auxiliary force during national emergencies and disasters, ensuring they are well-trained to support government agencies with necessary human resources and expertise in times of crisis.
- 3.3.** To train cadets to provide essential support to national security services during security threats, ensuring they are properly prepared and equipped to assist in safeguarding the nation when called upon.
- 3.4.** To develop self-confident cadets equipped with mental resilience, problem-solving abilities, and self-defense skills necessary to effectively overcome challenging situations and maintain personal security.
- 3.5.** To develop cadets into proactive individuals who approach tasks methodically, understand the importance of teamwork, and exemplify leadership through their actions.

4. Motto

The motto of the National Cadet Corps is 'Be obedient and loyal'.

5. Value System

The National Cadet Corps value system is founded on the principles that cadets believe should be cultivated within themselves and upheld by the organization. Therefore, a set of core values for cadets has been established, along with the ethical responsibilities required to uphold these values and an honor code that cadets are expected to adhere to.

5.1. Core values of the Cadet Corps

- Commitment to the Islamic faith.
- Prioritizing national service over personal interests.
- Adherence to authority.

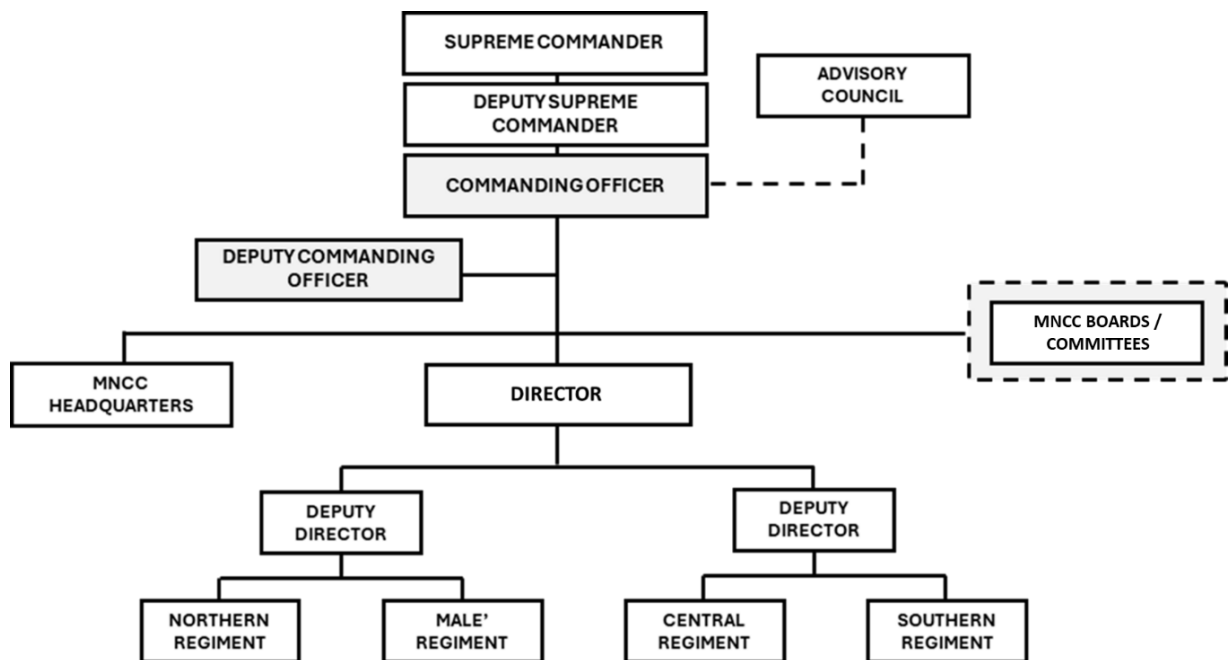
5.2. The moral obligations of the Cadet Corps are:

- Piety
- Honesty
- Sincerity
- Loyalty
- Justice
- Courage and boldness
- Taking responsibility
- Respect
- Enhance knowledge and skills
- Lead by example

5.3. Honor Code

The Honor Code of the Cadet Corps is, 'We will not lie, steal, cheat, nor allow such practices among us.'

6. Organizational Structure



- 6.1. Supreme Commander:** The Supreme Commander of the National Cadet Corps is the President of the Republic of Maldives.
- 6.2. Deputy Supreme Commander:** The Deputy Supreme Commander is the Minister of Education or the Minister in charge of the Ministry of Education.
- 6.3. Commanding Officer:** The Commanding Officer is a Commissioned Officer selected by the President of the Republic of Maldives from among the officers of the Maldives National Defense Force who hold the rank of Colonel or higher. The Commanding Officer of the National Cadet Corps is responsible for planning and management of all affairs within the National Cadet Corps, guided by the advice and consultation of both the Supreme Commander and the Deputy Supreme Commander.
- 6.4. Deputy Commanding Officer:** The Deputy Commanding Officer is a Commissioned Officer selected by the President of the Republic of Maldives from among the officers of the Maldives National Defense Force who hold the rank of Major or higher. The Deputy Commanding Officer is tasked with supporting the Commanding Officer. Furthermore, in the event that the Commanding Officer is unavailable, the Deputy Commanding Officer will assume all duties and responsibilities of the Commanding Officer.
- 6.5. Director:** The Director is an officer of MNCC appointed by the Commanding Officer from among the officers holding the rank of Lieutenant Colonel, based on their seniority, experience, and competence. The Director will oversee the cadet and band activities of the schools as assigned by the Commanding Officer, provide essential guidance to the Regiment Commanders, and manage these activities through the Regiment Commanders.
- 6.6. Deputy Director:** The Deputy Directors are officers of MNCC appointed by the Commanding Officer from among the officers holding the rank of Major, based on their seniority, experience, and competence. Deputy Directors will carry out duties as assigned by the Commanding Officer to support the Director in his responsibilities and will take on the Director's responsibilities during his absence.
- 6.7. Regiment Commander:** Regiment Commanders are Officers of MNCC appointed by Commanding Officer from among the officers holding the rank of Captain, based on their seniority, experience, and competence. Regiment Commanders are tasked with providing essential guidance to Battalion Commanders and Company Commanders regarding the daily operations of the battalions that fall under the regiment's authority.
- 6.8. Battalion Commander:** The Commanding Officer designates MNCC officers holding the rank of NCC First Lieutenant to serve as Battalion Commanders. These appointed officers are responsible for overseeing multiple companies, typically managing all cadet activities within an island or supervising three or more companies distributed throughout an atoll.
- 6.9. Company Commander:** Company Commanders are Officers of MNCC appointed by Commanding Officer from among the officers holding the rank of Lieutenants. Company Commanders will be in charge of cadet activities either as a Cadet Master or Band Masters of the school company.

6.10. MNCC Insignia



Banner	The banner reads the motto of the Maldives National Cadet Corps "Be obedient and loyal".
Wreath	Symbolizes the significant connection between students who engage with society and their levels of obedience and loyalty.
Shield	The colors of the shield symbolize the colors of the national flag [Green, Red and White] representing nationalism and a commitment to defend the country whenever necessary.
Crossed Spears	Remain steadfast in safeguarding the independence and sovereignty of Maldives.
1995	1995 the year in which the Maldives National Cadet Corps was inaugurated.
Gold Color	The Maldives National Cadet Corps official color. This color was chosen because the formation of the Maldives National Cadet Corps coincided with the 50th anniversary [Golden Jubilee] of the cadet movement's establishment in the Maldives.

6.11. MNCC Flag

The flag of the Maldives National Cadet Corps features the insignia of the Maldives National Cadet Corps positioned at the center of a long red rectangle.



MNCC Insignia	As defined above.
Red Rectangle	Symbolizes cadets' readiness to defend the country.

6.13. Oath of Cadets

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SECTION 2: GUIDELINE FOR ESTABLISHING SCHOOL CADET COMPANIES

1. Introduction

This section outlines the necessary conditions, procedures, and responsibilities for establishing School Cadet Companies that are officially registered with the Maldives National Cadet Corps (MNCC). It aims to ensure that cadet activities are properly organized, with adequate support for the educational institutions and students involved.

2. Conditions for Formation of School Cadet Companies

2.1. Permission from Ministry of Education

Schools must seek formal permission from the Ministry of Education (MOE) before initiating cadet activities. The application form must include necessary documentation and a request for approval to set up a school cadet company. Schools which wish raise a Cadet Company must complete The School Cadet Company Registration Form (Annex-A) and submit it to the MNCC.

2.2. Minimum Number of Cadets

A minimum of 32 students must be enrolled in a platoon to start cadet activities in any school. Only when this minimum number is met can a platoon be formed and cadet activities be initiated. Parents must complete The Cadet Bio Data Form (Annex-B) and submit it to the school who in turn should submit it to the MNCC.

2.3. Appointment of a Cadet Teacher

The school must appoint a qualified teacher to oversee and coordinate cadet training and activities within the school. This teacher will be the focal point for the MNCC appointed Company Commander in coordinating training and ceremonies.

2.4. Provision of Facilities

- **Special Storage Room (Stock Room):** The school must provide a designated space for storing cadet uniforms, cadet and band equipment, and supplies.
- **Admin Room:** An administrative room must be provided for cadet management purposes, including record-keeping, planning, and coordination of activities.

2.5. Drill Ground Requirements

The school must allocate a drill ground for cadet training, which should be spacious, safe, and suitable for various types of drills and physical activities.

2.6. Equipment and Supplies

The school shall be responsible for providing the necessary cadet equipment (e.g., flags, flag poles, canes, training aids) to ensure the effective conduct of cadet activities. The school should ensure that all equipments are in good condition and replaced as when required.

3. Roles and Responsibilities of School

3.1. Administrative Support

The school administration must support the establishment of Cadet Companies by ensuring all conditions are met, including providing facilities, ensuring proper funding, and maintaining the required infrastructure for cadet activities.

3.2. Coordinating with MNCC

Schools must regularly coordinate with the Maldives National Cadet Corps for updates on training, curriculum, and activities. This includes facilitating visits from MNCC officers and other related personnel.

3.3. Student Participation

Schools should encourage students to participate in the cadet program and may offer incentives and recognition for those who excel in their cadet duties and activities.

4. Responsibilities of the MNCC

4.1. Monitoring and Support

- The Maldives National Cadet Corps will monitor the progress of School Cadet Companies. Regular inspections will be carried out to ensure adherence to MNCC standards.
- MNCC will provide training, guidance, and support to the cadet teachers and Company Commanders to ensure proper conduct of activities.

4.2. Training and Certification

MNCC will provide necessary training for cadet instructors and other staff involved in the cadet program. Certification for the cadet instructors will be based on successful completion of MNCC-authorized training modules.

5. School Cadet Companies

The establishment of School Cadet Companies plays a critical role in developing disciplined, skilled, and responsible young citizens. Through the implementation of this policy, it is ensured that the process is standardized, transparent, and sustainable, fostering a strong partnership between Schools and the Maldives National Cadet Corps.

5.1. Hierarchy of Cadet Companies

The Officer Commanding of the company will command Cadet Companies.

5.2. Officer Commanding

The principal of the school to which a Cadet Company is affiliated will serve as the Officer Commanding of the company. This role entails providing overarching leadership, making administrative decisions, and setting the strategic direction for the Cadet Company. As a gesture of respect, cadets are required to salute the Officer Commanding.

5.3. Assistant to the Officer Commanding

The Deputy Principal of the school will assist the Officer Commanding. This role will ensure that cadet activities are executed efficiently in coordination with the principal.

5.4. Company Commander

MNCC instructor of the rank NCC Lieutenant shall be appointed as the Company Commander. The Company Commander will be directly responsible for the operational management of the Cadet Company's training and activities.

6. Dissolution of Cadet Companies

6.1. Submission for Dissolution

A Cadet Company can be dissolved following a written submission from the Officer Commanding of the School Cadet Company, which is then reviewed and processed by the MNCC Headquarters. This procedure ensures that the dissolution is thoroughly documented, with clear justification for the decision.

7. Other Provisions

7.1. Cadet Company Operations

- Schools should maintain a comprehensive set of Operational Guidelines for School Cadet Companies, which encompass key aspects such as regular performance evaluations, strict adherence to the MNCC's code of conduct, and sustained efforts to enhance cadets' leadership abilities and discipline-building activities. These guidelines serve as a foundation for the effective management and growth of cadet programs within schools.
- In addition, it is imperative for schools to foster consistent and active communication with MNCC Headquarters. This ongoing dialogue facilitates seamless coordination, addresses any challenges that may arise, and ensures alignment with overarching objectives and standards. By doing so, schools can contribute to the successful operation and development of their cadet companies, while promoting an environment of excellence and mutual collaboration.

SECTION 3: GUIDELINE FOR CADETS ENROLLMENT AND WITHDRAWAL

1. School Cadet Admission Requirements

1.1. School Cadet Eligibility Criteria:

- The school should have an active Cadet Company.
- The applicant must be a student in grades 6 to 10.
- The Applicant must be physically and mentally fit to participate in cadet activities.

1.2. Application for Admission

- **Application:**
 - Students who wish to join cadet activities must complete the Application for Participation in Cadet Activity (Annex-C) and submit it to the School Cadet Company.
- **Application Verification**
 - Applications will be examined by the Company Commander to ensure they meet the requirements outlined in Section 3: 1.1.
- **Rejection of Application**
 - Applications that do not meet the requirements outlined in Section 3: 1.1. will be rejected.
 - Forms missing the required information will be invalid.

2. Period of Cadet Activity

Cadet membership begins at the time of induction before taking the oath and remains active until the completion of grade 10.

3. Withdrawal and Dismissal from Cadet Activity

3.1. Withdrawal from Cadet Activity

If a cadet wishes to withdraw from the cadet movement, the cadet must complete the Cadet Activity Withdrawal Form (Annex-D) and submit it to the School Cadet Company.

3.2. Dismissal from Cadet Activity

- Upon completion of grade 10 secondary education, cadets will automatically be discharged from their School Cadet Company.
- If a School Cadet Company is dissolved for any reason, all cadets enrolled in that Company will automatically be discharged.
- Cadets may be dismissed from the Cadet Company at the discretion of the Company Commander if they commit violations of the Cadet Code of Conduct, with the severity of the infraction determining whether removal is warranted.

SECTION 4: GUIDELINE FOR INSTRUCTORS ENROLLMENT AND WITHDRAWAL

1. Purpose of the Guideline

The purpose of this guideline is to establish a clear and structured framework for the service of instructors within the Maldives National Cadet Corps (MNCC). It aims to ensure that the MNCC maintains high standards of professionalism, discipline, and efficiency in its instructional operations. The guideline provides a comprehensive overview of the expectations, responsibilities, and procedures related to instructors' recruitment, training, service status, uniforms, termination of service, and rejoining after inactivity.

By implementing these policies, the MNCC seeks to:

1.1. Maintain Consistency and Quality

Ensure that all instructors meet the required qualifications, complete necessary training, and uphold the values and standards of the MNCC.

1.2. Support Instructors' Development

Provide a structured pathway for the professional growth and advancement of instructors throughout their careers with the MNCC.

1.3. Ensure Fair Treatment

Define the rights and responsibilities of instructors in active, inactive, and alumni statuses, as well as outline the processes for rejoining after inactivity and termination of service.

1.4. Foster Continuity and Engagement

Ensure a smooth transition for instructors as they terminate their service or return after a break, encouraging continued involvement and mentorship opportunities within the Corps.

1.5. Enhance the Cadet Corps' Effectiveness

By setting standards for instructor service, the guideline helps improve the overall quality of training provided to cadets, fostering leadership, discipline, and service in the youth of the Maldives.

1.6. This guideline will be used by MNCC Headquarters, training units, and all instructors to ensure a consistent and professional approach to the management of instructor service, from recruitment to termination of service.

2. Criteria for Becoming an MNCC Instructor

To become an Instructor for the Maldives National Cadet Corps (MNCC), the following eligibility criteria must be met:

2.1. MNCC Instructor Eligibility Criteria

- Must be a Maldivian citizen.
- Applicants must be above the age of 16.
- Applicants should have at least a secondary school completion (O-Level or equivalent) with a good academic record.
- Applicants must pass a physical fitness test to ensure they are in good health and capable of meeting the physical and mental demands of the role.
- Candidates should have a clean record with no criminal record within the last five years and must exhibit high levels of discipline and integrity.
- Preference will be given to applicants who have prior experience in the School Cadet Company or similar organizations.

2.2. Submission of Application

- Those interested in joining the Cadet Corps must complete the MNCC Instructor Enrollment Form (Annex-E) and submit it to the MNCC Headquarters.

2.3. Application Verification

- Applications will be reviewed by the Admin and Personnel Officer at the Cadet Corps Headquarters to ensure they meet the eligibility criteria in Section 4: 2.1.
- Applications will be approved by the Training and Operations Officer.

3. Instructor Qualification Requirements

In order to certify as a Cadet Instructor, all candidates must successfully complete the mandatory Instructor Qualification Course, encompassing the following areas of instruction.

3.1. Military Training

Basic proficiency in military drill and formations.

3.2. Physical Fitness Training

Development of personal fitness levels sufficient to demonstrate and lead cadet physical training programs.

3.3. First Aid and Emergency Response Training

Competency in handling medical emergencies, injuries, and crisis situations.

3.4. Specialized Subject Training

Additional training specific to the instructor's area of expertise (such as first aid, drill, or leadership).

- 3.5.** Candidates must pass a comprehensive final assessment following completion of all required training components to receive Instructor certification.

4. Instructor Service Categorization

The Maldives National Cadet Corps (MNCC) service is divided into the following categories based on an instructor's status.

4.1. Active Service

• Definition

Instructors who are currently fulfilling their assigned responsibilities within the Cadet Corps. These individuals are actively engaged in training cadets, conducting drills, participating in national and regional events, and contributing to the overall success of the Cadet Corps.

• Responsibilities

- Active Instructors must maintain discipline, impart knowledge, and ensure cadets adhere to Corps standards.
- Active Instructors are responsible for organizing and overseeing regular training schedules, managing cadet development, and assisting with organizational activities and events.
- Active Instructors must submit regular reports on training progress and cadet performance to Headquarters.

- **Uniform**

Active Instructors are authorized to wear the official Cadet Corps uniforms during official duties, including training sessions, drills, and public events. Cadet instructors are not authorized to wear MNCC uniforms unless otherwise representing the organization.

- **Violation of Code of Conduct**

If an active cadet instructor violates the Code of Conduct, the MNCC Disciplinary Board will investigate the matter and may remove the instructor from the Cadet Corps.

4.2. Inactive Service

- **Definition:** Instructors who have been absent from their duties for more than two years with or without prior notice to the MNCC Headquarters.
- **Conditions:**
 - Inactive Instructors lose the right to wear the Cadet Corps uniform during official duties.
 - Inactive Instructors must inform Headquarters if they wish to rejoin the service.
- **Rejoining Active Service After Inactivity**
 - Instructors who wish to return to active service after being inactive for more than two years must:
 - Submit the filled out Application for MNCC Instructor Service Renewal (Annex-F).
 - Complete the refresher training program as prescribed by the MNCC Training Unit. The refresher program will include updates on training practices, drill procedures, leadership expectations, and any changes in the Corps' regulations.
 - Successfully pass an evaluation to assess their readiness to resume active duties.
 - Upon successful completion of the refresher program, the instructor will be reintegrated into active service, with the ability to resume uniformed duties and responsibilities.

5. MNCC Alumni

5.1. Definition of MNCC Alumni

MNCC Alumni refers to former instructors who meet any of the following criteria for leaving active service.

- MNCC Instructors who have reached 55 years of age.
- MNCC Instructors who have completed 40 years of service.
- MNCC Instructors who have been absent from active service for more than five years.
- MNCC Instructors who apply for early service termination due to health conditions preventing them from fulfilling their duties.

5.2. Recognition:

- MNCC instructors who join the MNCC Alumni upon completion of 25 years of service will be awarded certificates or medals as a token of appreciation for their service and contributions to the development of the Cadet Corps.
- Alumni will be invited for reunions, and special events and maintain connections with MNCC through informal networks.
- They can provide advice, mentorship, and support to new Instructors but cannot participate in formal training or activities as active corps members.

5.3. Restrictions:

- MNCC Alumni are not permitted to wear the official Cadet Corps uniform.
- They have no official duties or responsibilities within MNCC unless they complete the specified process to rejoin the service.

6. Termination of Service

Instructors determined to have committed serious disciplinary infractions or misdemeanors will face termination from MNCC service, after a thorough investigation by the Disciplinary Committee. Those confirmed guilty after completing the appeal process will have their names permanently struck from the MNCC Instructor register and will be barred from participating in any MNCC Alumni gatherings or MNCC events.

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SECTION 5: CADET UNIFORM REGULATIONS

1. General Appearance

- 1.1.** Active Instructors and cadets are authorized to wear the official Cadet Corps uniforms during official duties, including training sessions, drills, and public events. Cadets and instructors are not authorized to wear MNCC uniforms unless otherwise representing the organization.
- 1.2.** The cadet uniform must be always worn with pride and respect during official cadet activities, including drills, ceremonies, and training exercises.
- 1.3.** The uniform should be clean, neatly pressed, and free from wrinkles or dirt.
- 1.4.** Personal grooming must be neat and professional. Hair should be clean, well-groomed, and styled in a manner that does not interfere with the proper wear of the uniform.

2. Uniform Components

- 2.1.** Headgear: All cadets are required to wear the designated headgear at all times when outdoors or as directed by instructors. The headgear must fit properly and be worn squarely on the head.
- 2.2.** Shirt: Shirts must be buttoned and tucked neatly into pants. Sleeves should be cuffed per the specific guidelines.
- 2.3.** Trousers: Trousers must fit properly, not too loose or tight, and must be pressed with a sharp crease.
- 2.4.** Footwear: Shoes must be polished, clean, and in good condition. Boots or shoes should always be laced correctly and tightly.
- 2.5.** Insignia and Patches: All insignia, name tags, and patches must be properly positioned and attached according to official uniform instructions. No unauthorized insignias or patches may be worn at any time.'

3. Uniform Modifications

- 3.1.** No unauthorized modifications or alterations to the uniform are allowed. Cadets must wear the complete uniform as specified, including all required accessories.
- 3.2.** Any uniform item that becomes damaged or worn must be replaced promptly.

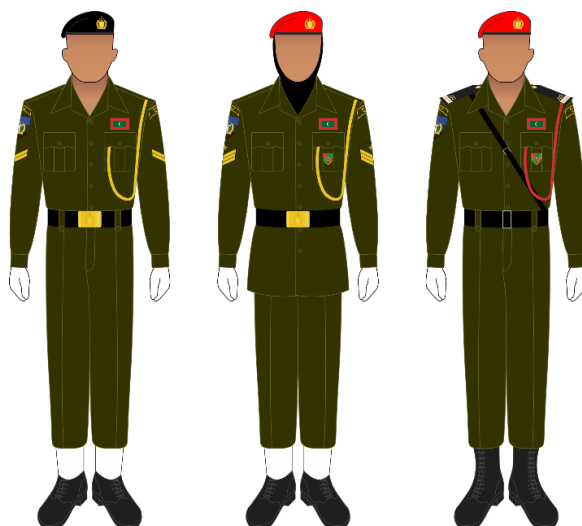
4. Uniform Standards During Non-Training Hours

When wearing the uniform outside of official activities, cadets must maintain a professional appearance at all times. The uniform must be worn correctly and in accordance with all regulations.

5. Uniform Categories

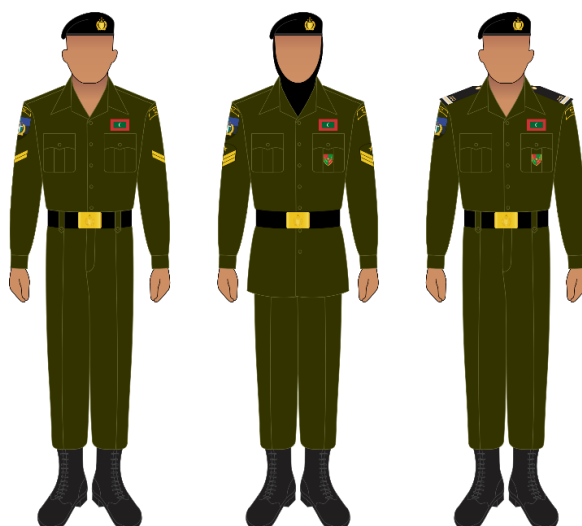
The cadet uniform is divided into different categories, each with specific guidelines for wear. Cadets must adhere to the standards for each uniform category as outlined below:

Cadet No.1 Uniform



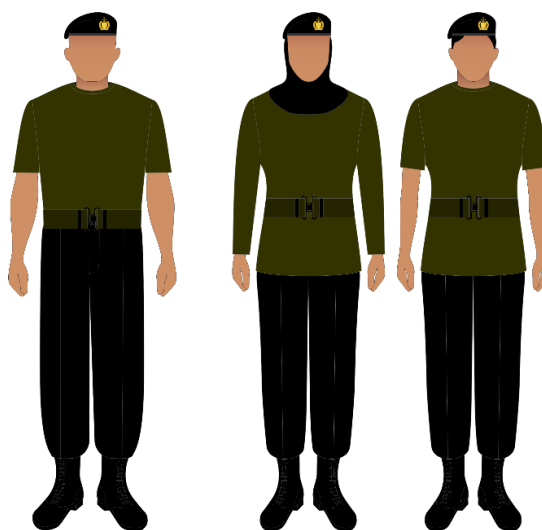
The Cadet No. 1 Uniform is to be worn during parades, official ceremonies, and other formal occasions.

Cadet No.1 Uniform (Green Order)



The Cadet No. 1 Green Order Uniform is to be worn during training and while on duty.

Cadet Practice Kit



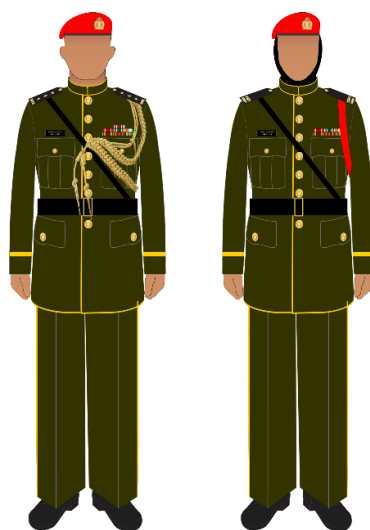
The cadet practice kit is a uniform worn during practice sessions.

MNCC Instructors Combat Uniform



MNCC Instructors Combat Uniform is worn for practice sessions, trainings and camps.

MNCC Instructors Parade Uniform










Instructors Parade Uniform is to be worn during parades, official and ceremonies.


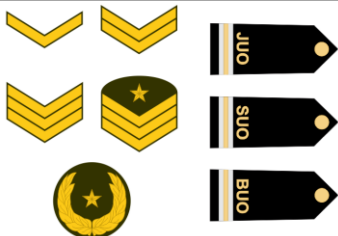





MNCC Officers Ceremonial Uniform



MNCC Instructors Ceremonial Uniform is worn for official Occasions.

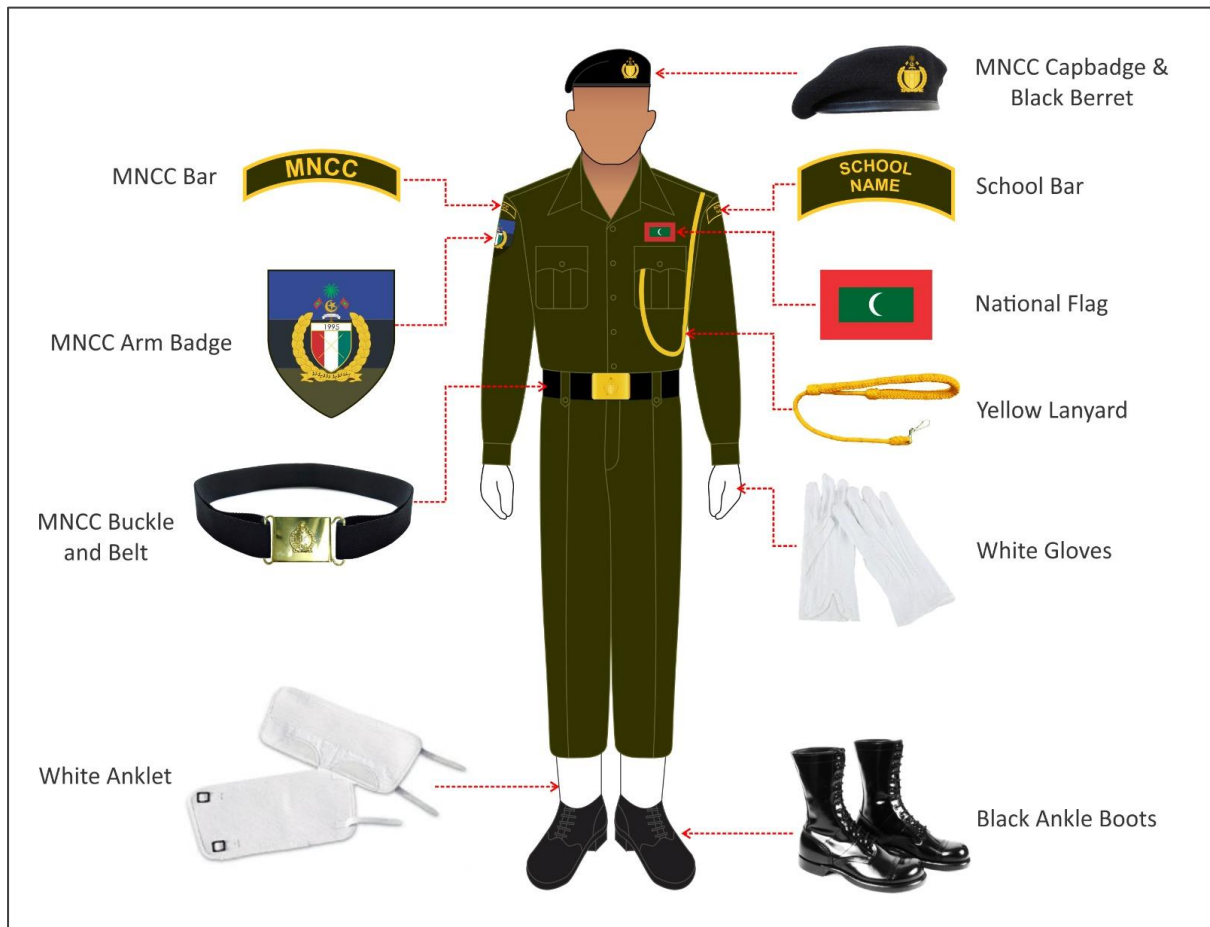
6. Uniform Accessories

The cap badge		The cap badge is used on the headgear worn with the uniform.
Black Beret		The black beret is to be worn by all cadets as part of their standard uniform.
Green Beret		The green beret is reserved for cadet Instructors and officers only.
Red Beret		The red beret is worn by cadets, instructors, and officers who hold special positions during parades and ceremonial drills.
Peak Cap		The Peak Cap is worn by MNCC Officers in their Ceremonial Uniform for parades, official ceremonies, and other formal occasions.
Lanyard		The lanyard is worn by cadets in their No.1 Uniform for parades, official ceremonies, and other formal occasions.
Red Shoulder Cord		The red shoulder cord is worn by instructors in their No.1 Uniform for parades, official ceremonies, and other formal occasions.
Aiguillette		The Aiguillette is worn by MNCC Officers in their No.1 Uniform for parades, official ceremonies, and other formal occasions.

Shoulder Tabs		Shoulder Tabs are worn by Cadets and Instructors in their No.1 Uniform.
Ranks		Ranks are worn by Cadets in their No.1 Uniform.
White Gloves		White gloves are worn by cadets in their No.1 Uniform for parades, official ceremonies, and other formal occasions.
Black Trousers		A Black Trouser is worn by cadets as their practice kit.
Anklets		The Anklets are worn by cadets in their No.1 Uniform for parades, official ceremonies, and other formal occasions.
Ankle Boots		The Ankle boots are worn by cadets with all Cadet Uniforms.
Cane		Canes are held by Cadets of the ranks Sergeant and above with all Cadet uniforms.








7. Placement of Uniform Insignias and Accessories


This image provides a detailed guide on the proper wear of accessories and insignias for the Cadet No. 1 Uniform.



- 7.1. **MNCC Cap Badge:** Affixed to the front of the black beret, centered on the forehead, an inch above the left eye.
- 7.2. **MNCC Bar:** Positioned horizontally on the upper portion of the right sleeve, just below the shoulder seam.
- 7.3. **School Bar:** Positioned horizontally on the upper portion of the left sleeve, just below the shoulder seam.
- 7.4. **MNCC Arm Badge:** Located directly below the MNCC bar on the right sleeve.
- 7.5. **National Flag:** Sewn onto the left chest of the shirt, above the left pocket.
- 7.6. **Yellow Lanyard:** Draped around the left arm, hanging over the shoulders.
- 7.7. **MNCC Buckle and Belt:** The belt is worn snugly around the waist, with the MNCC buckle centered at the front.
- 7.8. **White Gloves:** Worn on both hands, covering the entire hand.
- 7.9. **White Anklets:** Positioned above the black ankle boots, encircling the lower leg just above the ankles.
- 7.10. **Black Ankle Boots:** Black ankle boots with linear laces, the laces should be threaded straight across horizontally between the eyelets, without crossing over.





8. Ranks Structure of School Cadets

Rank Insignia	Rank	Description
	Cadet Private [PTE]	The entry-level rank for cadets in the NCC. Cadets at this level are introduced to basic foot drill and discipline.
	Cadet Lance Corporal [LCPL]	A step above Cadet Private, Cadet Lance Corporals begin to take on more responsibilities within their section as a section second-in-command.
	Cadet Corporal [CPL]	Cadet Corporals are responsible for supervising a section of cadets. As section commanders they play a crucial role in mentoring new recruits.
	Cadet Sergeant [SGT]	Cadet Sergeants have increased leadership responsibilities, as Platoon Second-in-Command. They are involved in training and disciplining junior cadets and ensuring that all performance standards are met.
	Cadet Staff Sergeant [SSGT]	Cadet Staff Sergeants serve as senior non-commissioned officers who are appointed as Platoon Sergeants. They are responsible for maintaining discipline, fitness and morale within their ranks.
	Cadet Company Sergeant Major [CSM]	Cadet Company Sergeant Major is a key leadership position responsible for the overall discipline, welfare, and administration of the company's cadets. They act as a liaison between the cadet leadership and instructors, ensuring effective communication within the company.
	Cadet Junior Under Officer [JUO]	Cadet Junior Under Officers are appointed leaders who have demonstrated exceptional leadership qualities. JUOs play an important role in bridging the gap between cadets and instructors. Appointed to command when the company strength is less than 100 cadets, usually at company level.
	Cadet Senior Under Officer [SUO]	Cadet Senior Under Officers holds the seniormost designation within their company, taking charge of the full company during training sessions or events. Appointed to command when the company strength is more than 100 cadets usually at company level.

	<p>Cadet Battalion Under Officer [BUO]</p>	<p>Cadet Battalion Under Officers are the highest-ranking cadets within a battalion structure, responsible for coordinating activities across multiple companies. They work closely with NCC instructors to implement policies, oversee large-scale events.</p>
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9. Rank Structure of Cadet Instructors











Rank Insignia	Rank	Description
	<p>Cadet Instructor Trainee [CIT]</p>	<p>The rank assigned to newly joined instructors during their training period.</p>
	<p>NCC Warrant Officer 1 [WO1]</p>	<p>Assistant to the Platoon Leader at the platoon level; Instructor Level 1 conducting cadet activities in schools.</p>
	<p>NCC Warrant Officer 2 [WO2]</p>	<p>The Platoon Leader, serving as Instructor Level 2, conducts cadet activities in schools.</p>
	<p>NCC Warrant Officer 3 [WO3]</p>	<p>The Assistant to the Company Commander, serving as the Senior Instructor Level 1, is the acting Executive Officer at the Company level and serves as the acting Second-in-command of Cadet Company.</p>
	<p>NCC Warrant Officer 4 [WO4]</p>	<p>The Assistant to the Company Commander, serving as the Senior Instructor Level 2, is the Executive Officer at the Company level and serves as the Second-in-command of Cadet Company.</p>
	<p>NCC Lieutenant [LT]</p>	<p>NCC Lieutenants are Company Commanders who are the cadet and Band Masters of school companies.</p>

	<p>NCC First Lieutenant [FLT]</p>	<p>NCC First Lieutenants are Battalion Commanders appointed as the officer in charge of multiple companies. Battalion commanders will oversee cadet activities usually within an island or oversee 3 or more companies if distributed within an atoll.</p>
	<p>NCC Captain [CPT]</p>	<p>NCC Captains are Regiment Commanders tasked with providing essential guidance to Battalion commanders and Company Commanders regarding the daily operations of the battalions that fall under the regiment's authority.</p>
	<p>NCC Major [MAJ]</p>	<p>Officers of the rank of NCC Major are appointed as Deputy Directors who will carry out duties as assigned by the Commanding Officer to support the Director in his responsibilities and will take on the Director's responsibilities during his absence.</p>
	<p>NCC Lieutenant Colonel [LTC]</p>	<p>NCC Lieutenant Colonel rank is the highest rank awarded to NCC officers. The Director will oversee the cadet and band activities of the schools as assigned by the Commanding Officer, provide essential guidance to the Regiment Commanders, and manage these activities through the Regiment Commanders.</p>

10.Badges, Ribbon, and Medals

10.1. Badges

The badges awarded to Cadets serve not only as recognition of individual accomplishments but also as a source of motivation for cadets to strive for excellence in various training activities. Each badge has its own significance and criteria for attainment, reflecting the values and objectives of the MNCC.

Badge	Name	Description
	Basic Cadet Camp Badge	Awarded to School Cadets who successfully complete the Basic Cadet Camp
	Advance Cadet Camp Badge	Awarded to School Cadets who successfully complete the Advance Cadet Camp
	NCO Training Badge	Awarded to School Cadets who successfully complete the NCO Training
	Senior NCO Training Badge	Awarded to School Cadets who successfully completed the Senior NCO Training
	National Cadet Camp Badge	Awarded to School Cadets who successfully complete the National Cadet Camp
	Drill Instructors Badge	Awarded to MNCC Instructors who successfully complete the Drill Instructor course
	Cadet Instructor Course Badge	Awarded to MNCC Instructors who successfully complete the Cadet Instructor course
	Band Instructor Course Badge	Awarded to MNCC Instructors who successfully complete the Band Instructor course
	Cadet Master Course Badge	Awarded to MNCC Instructors who successfully complete the Cadet Master Course
	Band Master Course Badge	Awarded to MNCC Instructors who successfully complete the Band Master Course

10.2. Ribbons

The MNCC ribbon system is designed to instill a sense of pride and belonging among cadets while promoting healthy competition and personal growth. A significant aspect of this development is the recognition of service through a structured system of ribbons. These ribbons serve not only as symbols of accomplishment but also as motivators for MNCC instructors to strive for excellence in various activities.



Honor
Ribbon



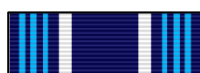
MNCC Officer of the Year
Ribbon



Dedicated Service
Ribbon



Good Conduct
Ribbon



Disaster Relief Activity
Ribbon



Overseas Camp Ribbon
[India]



Overseas Camp Ribbon
[Sri Lanka]



Overseas Camp Ribbon
[Singapore]



Overseas Camp Ribbon
[Bangladesh]



Overseas Camp Ribbon
[Nepal]



Academic Achievement
Ribbon



MNCC Staff
Ribbon



Recruiting Incentive
Ribbon



MNCC 10th Anniversary
Ribbon



MNCC Service
Ribbon

10.3. Medals

As part of its commitment to recognizing outstanding contributions and dedication, the MNCC awards medals for dedicated service. These medals serve not only as a symbol of achievement but also as an encouragement for MNCC instructors to strive for excellence in their duties and responsibilities.



President's
Award



Deputy Supreme
Commander's Award



MNDF Chief of Defence
Force's Award



Commanding
Officer's Award



Dedicated Service
Medal



Good Conduct
Medal



Long Service
Medal

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SECTION 6: TRAINING SYLLABUS

1. Introduction

Training in MNCC instils qualities like nationalism, patriotism, discipline, team spirit, esprit-de-corps, leadership, self-confidence and promotes overall personality development of school students who join this uniform activity. Based on the mission of MNCC, the organization has laid down training syllabus for the cadets. The training syllabus for school cadets covers a period of five years from enrollment at grade 6 till secondary school graduation at grade 10. The training year matches the academic and fiscal years.

2. Aim of Cadet Training

MNCC cadet training aims to develop all aspects of the cadet's physical skills, their knowledge and understanding, their attitudes and values.

Cadet training is progressive, the skills, knowledge and positive attitudes developed at one level provides the foundation for the next, therefore quality instruction starts right from the induction level with the cadet's early experience with cadet activities.

3. Principles of Cadet Training

The principles of cadet training are:

- 3.1. Training should be planned so that it is steadily progressive for the cadet who might be in the cadet activities for five or more years.
- 3.2. Training must be made interesting, imaginative and purposeful. Much of the instruction should include competitions, exercises and games.
- 3.3. Knowledge itself is of little value; it must be applied. Lessons and tests should therefore be practical and out of doors whenever possible.
- 3.4. The primary role of MNCC Officers is to guide Cadet Instructor Trainees, Warrant Officers, Cadet Under Officers, and cadet NCOs on training, and to assist with testing. They may also instruct junior cadets, but this should be an exception to the rule.
- 3.5. Cadet NCOs should be taught how to instruct and given opportunities to practice command.

4. Principles for cadet Instruction

There are 3 principles for planning, preparing, delivering, assessing and evaluation of effective cadet instruction:

4.1. Think Safety

The safety of cadets is the first and foremost duty of any cadet instructor. Officers, instructors, teachers and senior cadets, are required at all times to apply the safe system of training. This means that the instructor should ensure that for a period of instruction, all involved personnel are safe, all equipment are safe, all practices are safe and that the place of instruction is safe.

4.2. Think Enjoyment

Being a cadet is voluntary. Unless instruction is of a high standard and enjoyable right from the start, cadets will not stay interested. Lessons should be planned so that cadets find the activities adventurous and enjoyable.

4.3. Think Achievement

The MNCC training offers a progressive syllabus with many opportunities for cadets to achieve. Clear lesson objectives help cadets identify their achievements.

5. Training Classifications

The training activities of MNCC can be broadly classified as under: -

5.1. Training for School Cadets

- Module 1: Cadet Induction Program
- Module 2.A: Cadet Basic Training
- Module 2.B: Band Cadet Basic Training
- Module 3.A: Cadet Advance Training
- Module 3.B: Band Cadet Advance Training
- Module 4.A: Cadet NCO Training
- Module 4.B: Band Cadet NCO Training
- Module 5.A: Cadet Senior NCO Training
- Module 5.B: Band Cadet Senior NCO Training

5.2. Training for MNCC Instructors

- Cadet Instructor Qualification Course [Restricted]
- Band Instructor Training Course [Restricted]
- Cadet Instructor Training Course [Restricted]
- Cadet Instructor Refresher Training [Restricted]
- Band Master Course [Restricted]
- Cadet Master Course [Restricted]

6. Training Syllabus for Cadet Induction Program

Module 1: Cadet Induction Program			
Program Description			The program is designed to teach cadets the basic knowledge and skills required before they take their oath.
Program Enrollment Criteria			Students should be studying in grade 6 or above, enrolling for cadet or band.
Minimum Instructor Qualification			1. Cadet NCO, (Ideally Sergeant and above who has finished NCO training), or 2. MNCC Instructor.
Minimum Contact Hours required			20 hours
Program Contents			
Subject	#	Code	Lesson
Foot Drill	1	FTD01	Aim of drill and word of command / position of attention, stand at ease and stand at easy
	2	FTD02	Forming up in three ranks and dressing
	3	FTD03	Turning at the halt right/left
	4	FTD04	Turning at the halt about turn
	5	FTD05	Dismissing and fall out
	6	FTD06	Inclining to right and left - at the halt
	7	FTD07	Saluting to the front at the halt
	8	FTD08	Saluting to the right at the halt / saluting to the left at the halt
	9	FTD09	Quick march
	10	FTD10	Mark time and halting at quick time
MNCC Regulations	11	NCC01	History of cadet activity in Maldives / Introduction to MNCC
	12	NCC02	Uniforms / Ranks / Badges
	13	NCC03	Means of respect
	14	NCC04	Cadets' training overview

Qualifying Criteria

1. Achieve a "GO" in all subjects to proceed to the oath ceremony.
2. Attend 80% of all practice sessions.
3. Follow drill commands immediately without delay.
4. Maintain synchronization with the squad during all movements.
5. Do not disrupt squad formation or timing.
6. Consistently demonstrates respect for superiors.
7. Wear the uniform as per regulations.

List of reference materials

Hevi Edhurunge Aiyamathee Foiy (Drill Instructor's Handbook)

7. Training Syllabus for Cadet Basic Training

Module 2.A: Cadet Basic Training			
Program Description			The program is designed to teach cadets the essential knowledge and skills required after they are sworn in. It builds on the foundation laid during the Cadet Induction Program and prepares cadets for advanced training and responsibilities. The syllabus should be covered in year 1 of the cadet service.
Program Enrollment Criteria			Cadets ideally should have successfully completed the Cadet Induction Program. However, the training can be initiated even before the oath taking ceremony.
Minimum Instructor Qualification			1. Cadet NCO, (Ideally Sergeant and above who has finished NCO training), or 2. MNCC Instructor, and 3. Certified firefighting instructor.
Minimum Contact Hours required			50 hours
Program Contents			
Subject	#	Code	Lesson
Foot Drill	1	FTD11	Wheeling to the left and to the right in quick time
	2	FTD12	Forming up in two ranks, dressing in two ranks, Cover up
	3	FTD13	Open order at the halt - Front Rank / close order at the halt - Rear Rank
	4	FTD14	Close order at the halt Rear Rank / open order at the halt - Front Rank
	5	FTD15	Side pace
	6	FTD16	Saluting to the front, right and left in quick time
	7	FTD17	Turning to left and right flank in quick time
	8	FTD18	The about turn in quick time
	9	FTD19	Change step-in quick time
	10	FTD20	Paying compliments
	11	FTD21	Marking time in quick time and halt

Physical Training	12	PTR01	PT commands and movement
	13	PTR02	Jogging and light stretching
	14	PTR03	Circuit training
MNCC Regulations	15	NCC005	History of cadet activity in Maldives / Introduction to MNCC
	16	NCC06	Chain of command in MNCC / Functional chart of MNCC
	17	MNC05	Duties and responsibilities of cadets / Common courtesies
	18	NCC07	History of cadet activity in Maldives / Introduction to MNCC
	19	NCC08	Chain of command in MNCC / Functional chart of MNCC
Fire Fighting	20	FFT01	Fire awareness / Cooking gas / Dos and don'ts
First Aid	21	FAX01	Introduction to first aid / Principles of first aid
Personal Development and Leadership	22	PDL01	Followership
	23	PDL02	Introduction to leadership / styles / traits
	24	PDL03	Team building
	25	PDL04	Communication skills
	26	PDL05	Decision making and problem solving
	27	PDL06	Time management
Qualifying Criteria			
<ol style="list-style-type: none"> Attend 80% of all practice sessions. Follow drill commands immediately without delay. Execute advanced drill movements with precision and synchronization. Perform all drill movements in squads. Maintain synchronization with the squad during all movements. Does not disrupt squad formation or timing. Consistently demonstrate respect for superiors. Wear the uniform as per regulations. Adhere to behavioral protocols during interactions. Demonstrate sufficient understanding of MNCC history and organizational structure. Demonstrate sufficient understanding of fire safety and prevention. Demonstrate sufficient understanding basic first aid principles. Demonstrate sufficient understanding leadership principles and teamwork. Participate actively in squad-based exercises. Maintain pace with the squad during outdoor exercises. 			

List of reference materials
Hevi Edhurunge Aiyamathee Foiy (Drill Instructor's Handbook)

Hevi Edhurunge Aiyamathee Foiy (Drill Instructor's Handbook)

8. Training Syllabus for Band Cadet Basic Training

Module 2.B: Band Cadet Basic Training			
Program Description			The Band Cadet Basic Training Program is designed to teach Band Cadets the essential musical knowledge and skills required. It builds on fundamental musical aptitude assessed during selection and prepares Band Cadets for performances and ceremonial duties. This training begins immediately after Band Cadets are sworn in, focusing on instrument proficiency, music theory, and marching skills.
Program Enrollment Criteria			Band Cadets ideally should have successfully completed the Cadet Induction Program. However, the training can be initiated even before the oath taking ceremony.
Minimum Instructor Qualification			1. MNCC Band Instructor, or 2. Certified Music Instructor.
Minimum Contact Hours required			50 hours
Program Contents			
Subject	#	Code	Lesson
Foot Drill	1	FTD11	Wheeling to the left and to the right in quick time
	2	FTD12	Forming up in two ranks, dressing in two ranks, Cover up
	3	FTD13	Open order at the halt - Front Rank / close order at the halt - Rear Rank
	4	FTD14	Close order at the halt Rear Rank / open order at the halt - Front Rank
	5	FTD15	Side pace
	6	FTD16	Saluting to the front, right and left in quick time
	7	FTD17	Turning to left and right flank in quick time
	8	FTD18	The about turn in quick time
	9	FTD19	Change step-in quick time
	10	FTD20	Paying compliments
	11	FTD21	Marking time in quick time and halt

Physical Training	12	PTR01	PT commands and movement
	13	PTR02	Jogging and light stretching
	14	PTR03	Circuit training
MNCC Regulations	15	NCC005	History of cadet activity in Maldives / Introduction to MNCC
	16	NCC06	Chain of command in MNCC / Functional chart of MNCC
	17	MNC05	Duties and responsibilities of cadets / Common courtesies
	18	NCC07	History of cadet activity in Maldives / Introduction to MNCC
	19	NCC08	Chain of command in MNCC / Functional chart of MNCC
Fire Fighting	20	FFT01	Fire awareness / Cooking gas / Dos and don'ts
First Aid	21	FAX01	Introduction to first aid / Principles of first aid
Personal Development and Leadership	22	PDL01	Followership
	23	PDL02	Introduction to leadership / styles / traits
	24	PDL03	Team building
Aural Training	25	AUR01	Identifying high pitch and low pitch sounds
	26	AUR02	Humming sol-fa
	27	AUR03	Tuning two sounds to sing sol-fa
	28	AUR04	Singing to scale
Music Proficiency	29	MPR01	Parts of the primary instrument (identification and function)
	30	MPR02	Proper assembly and disassembly of the instrument
	31	MPR03	Basic care and maintenance (cleaning, storage, and handling)
	32	MPR04	Embouchure formation and blowing techniques. For drummers: proper grip
	33	MPR05	Producing the first stable note (e.g., B \flat for clarinet, C for flute). For drummers: Single stroke roll (alternating strokes, even tempo)
	34	MPR06	Breath control exercises (long tones, sustained notes). For Drummers: Double stroke roll (controlled rebound)
	35	MPR07	Playing the first octave of the instrument's practical range. For drummers: Single paradiddle (RLRR LRLl)

Music Proficiency (continued)	36	MPR08	Playing the second octave. For drummers: Single paradiddle (RLRR LRL)
	37	MPR09	Ascending and descending major scale (Bb major for beginners). For drummers: Flag and drag notes
	38	MPR10	Simple melodies using 5–8 notes. For drummers: Grace notes
	39	MPR11	Introduction to musical scores / grouping of notes
	40	MPR12	Sight reading 2/4-time signatures
	41	MPR13	Sight reading 4/4-time signatures
	42	MPR14	Sight reading ¾-time signatures
	43	MPR15	Sight reading 2/2-time signatures
	44	MPR16	Sight reading 6/8-time signatures
	45	MPR17	Accents / Dots / Staccatos
	46	MPR18	Applying performance directions
	47	MPR19	Playing “Gaumee Salaam”
	48	MPR20	Foot drill with instrument (Turnings)
	49	MPR21	Quick march with instrument, while playing and at rest
Music Theory	50	MUT01	Why and how sound is formal / the stave / clef
	51	MUT02	Letter name of notes / writing on stave
	52	MUT03	Time values of notes / tree charts of notes
	53	MUT04	Bars and bar lines
	54	MUT05	Introduction to time signatures / Regular and irregular time signatures
	55	MUT06	Time signatures 2/2 / 4/4
	56	MUT07	Time signatures 3/4
	57	MUT08	Time signatures 2/2
	58	MUT09	Time signatures 6/8
	59	MUT10	Rests / symbols of rests
	60	MUT11	Tied and dotted notes
	61	MUT12	Accents and staccatos
	62	MUT13	Accidentals
	63	MUT14	Cancelling an accidental

Qualifying Criteria
<ol style="list-style-type: none"> 1. Band Cadets must attend 80% of all practice sessions. 2. Identify and reproduce musical sounds. 3. Read and perform musical scores. 4. Demonstrate sufficient understanding of ABRSM Grade 1-level music theory. 5. Follow drill commands immediately without delay. 6. Do not disrupt squad formation or timing. 7. Maintain synchronization with the squad during all movements.
List of reference materials
<p>Hevi Edhurunge Aiyamathee Foiy (Drill Instructor's Handbook)</p>

9. Training Syllabus for Cadet Advance Training

Module 3.A: Cadet Advance Training			
Program Description			The program is designed to provide advanced training for cadets who have successfully completed the Cadet Basic Training Program. It focuses on enhancing leadership, physical fitness, and specialized skills, preparing cadets for higher responsibilities and roles within the cadet organization.
Program Enrollment Criteria			<div><div>1.</div><div>Cadets must successfully complete the Cadet Basic Training Program.</div><div>2.</div><div>Cadet must have successfully completed the Basic Cadet Camp.</div></div>
Minimum Instructor Qualification			<div><div>1.</div><div>Cadet NCO (ideally Sergeant and above who has completed NCO training), or</div><div>2.</div><div>MNCC Instructor, and</div><div>3.</div><div>School-approved instructor with expertise in civic studies, and</div><div>4.</div><div>Certified firefighting instructor.</div></div>
Minimum Contact Hours required			50 hours
Program Contents			
Subject	#	Code	Lesson
Physical Training	1	PTR04	Light jogging and stretching
	2	PTR05	Upper body strengthening
	3	PTR06	Abdominal strengthening
	4	PTR07	Long run
Personal Development and Leadership	5	PDL04	Communication skills
	6	PDL05	Decision making and problem solving
	7	PDL06	Time management
	8	PDL07	Case studies of effective leaders
	9	PDL08	Functional leadership

Civic Studies and the Government	10	CVS01	Brief history of the Maldives / Heroes of the nation / Freedom struggles
	11	CVS02	National Emblem / Gaumee salaam / National Flag / National symbols
Fire Fighting	12	FFT02	Chemistry of fire / Transmission of heat
	13	FFT03	Method of extinguishing fire / Classification of fire by types / Type of agents
Foot Drill	14	FTD22	Marking time in quick time and forward
	15	FTD23	Marching and halting, in slow time
	16	FTD24	Changing step whilst marking time at the halt in slow and quick time and forward
	17	FTD25	Saluting to the right and left flank in slow time
	18	FTD26	Turning to the right and left flank in slow time
	19	FTD27	The about turn in slow time
	20	FTD28	The changing step and slow time
	21	FTD29	Break into slow time from quick time / break into quick time from slow time
	22	FTD30	Drilling the squad
Rifle Drill	23	RFD01	Position of attention, stand at ease and stand easy
	24	RFD02	Shoulder from order, order from shoulder
	25	RFD03	Port from order, order from port
	26	RFD04	Port from shoulder, shoulder from port
	27	RFD05	Present from shoulder, shoulder from present
	28	RFD06	Present from order, order from present
	29	RFD07	Slope from order, order from slope
	30	RFD08	Slope from shoulder, shoulder from slope
	31	RFD09	Port from slope, slope from port
	32	RFD10	Present from slope, slope from present

Qualifying Criteria
<ol style="list-style-type: none">1. Cadets must attend 80% of all practice sessions.2. Follow drill commands immediately without delay.3. Do not disrupt squad formation or timing.4. Maintain synchronization with the squad during all movements.5. Execute advanced drill movements with precision and synchronization.6. Demonstrate physical endurance and ability to complete fitness exercises.7. Demonstrate sufficient understanding of advanced leadership principles and case studies.8. Demonstrate sufficient understanding of civic studies and national history.9. Demonstrate sufficient understanding of advanced firefighting techniques and fire science.
List of reference materials
Hevi Edhurunge Aiyamathee Foiy (Drill Instructor's Handbook)

10. Training Syllabus for Band Cadet Advance Training

Module 3.B: Band Cadet Advance Training			
Program Description			The Band Cadet Advance Training Program is designed to teach Band Cadets the advance musical knowledge and skills required for specialized roles. It builds on the Band Basic Training imparted in year one and prepares Band Cadets for special performances and ceremonial duties.
Program Enrollment Criteria			1. Band Cadet must have successfully completed the Band Basic Training. 2. Band Cadet must have successfully completed the Basic Cadet Camp.
Minimum Instructor Qualification			1. MNCC Band Instructor, or 2. Certified Music Instructor.
Minimum Contact Hours required			50 hours
Program Contents			
Subject	#	Code	Lesson
Physical Training	1	PTR04	Light jogging and stretching
	2	PTR05	Upper body strengthening
	3	PTR06	Abdominal strengthening
	4	PTR07	Long run
Personal Development and Leadership	5	PDL04	Communication skills
	6	PDL05	Decision making and problem solving
	7	PDL06	Time management
	8	PDL07	Case studies of effective leaders
	9	PDL08	Functional leadership
Civic Studies and the Government	10	CVS01	Brief history of the Maldives / Heroes of the nation / Freedom struggles
	11	CVS02	National Emblem / Gaumee salaam / National Flag / National symbols
Fire Fighting	12	FFT02	Chemistry of fire / Transmission of heat
	13	FFT03	Method of extinguishing fire / Classification of fire by types / Type of agents

Music Theory	14	MUT15	Semitones and tones / Intervals
	15	MUT16	Construction of major scales
	16	MUT17	Keys and key signatures
	17	MUT18	Tonic triads
	18	MUT19	Composing and answering rhythm
Foot Drill	19	FTD01	Aim of drill and word of command / position of attention, stand at ease and stand at easy
	20	FTD02	Forming up in three ranks and dressing
	21	FTD03	Turning at the halt right/left
	22	FTD04	Turning at the halt about turn
	23	FTD05	Dismissing and fall out
	24	FTD06	Inclining to right and left - at the halt
	25	FTD09	Quick march
	26	FTD10	Mark time and halting at quick time
	27	FTD11	Wheeling to the left and to the right in quick time
Qualifying Criteria			
<ol style="list-style-type: none"> 1. Band Cadets must attend 80% of all practice sessions. 2. Demonstrate sufficient understanding advanced music theory concepts. 3. Follow drill commands immediately without delay. 4. Does not disrupt squad formation or timing. 5. Maintain synchronization with the squad during all movements. 6. Demonstrate consistent progress and proficiency in drill movements 			
List of reference materials			
Hevi Edhurunge Aiyamathee Foiy (Drill Instructor's Handbook)			

11. Training Syllabus for Cadet NCOs

Module 4.A: NCO Training			
Program Description			The Cadet NCO Training Program is designed to enhance the quality of Cadet NCOs and develop their teaching skills for junior cadets. It focuses on advanced drill techniques, leadership and disaster management.
Program Enrollment Criteria			1. Must be a Cadet NCO of cadet rank Corporal or above. 2. Cadet NCO must have successfully completed the Cadet Advance Training. 3. Cadet NCO must have successfully completed the Advance Cadet Camp.
Minimum Instructor Qualification			1. Cadet NCO (ideally Sergeant and above who has completed NCO training), or 2. MNCC Instructor, and 3. Certified disaster management instructor.
Minimum Contact Hours required			30 hours
Program Contents			
Subject	#	Code	Lesson
Disaster Management	1	DSM01	Types of Disasters
	2	DSM02	Role of MNCC during disasters
	3	DSM03	Do’s and don’ts for cadets during disasters
Personal Development and Leadership	4	DPL01	Followership
	5	PDL02	Introduction to leadership/ styles/ traits
	6	PDL03	Team building
	7	PDL04	Communication skills
	8	PDL05	Decision making and problem solving
	9	PDL06	Time management
	10	PDL07	Case studies of effective leaders
	11	PDL08	Functional leadership

Rifle Drill	12	RFD11	Change arms from shoulder
	13	RFD12	Change arms from slope
	14	RFD13	Secure from slope, slope from secure
	15	RFD14	Recover from shoulder, shoulder from recover
	16	RFD15	Recover from slope, slope from recover
	17	RFD16	Reverse from shoulder, shoulder from reverse
	18	RFD17	Trail from shoulder, shoulder from trail
	19	RFD18	Change arms from trail
	20	RFD19	Cross from shoulder, shoulder from cross
	21	RFD20	Ground from order, order from ground
	22	RFD21	Lower on arms, reverse from present, present from lower on arms reverse
	23	RFD22	Front, right, and left salute at the halt from shoulder
	24	RFD23	Front, right, and left salute at the halt from slope
	25	RFD24	Rifle movements in slow and quick time
	26	RFD25	Front, right, and left salute in quick time from shoulder
	27	RFD26	Front, right, and left salute in quick time from slope
Ceremonial Drill	28	CRD01	Flag hoisting at flag post
	29	CRD02	Flag retreat from flag post
	30	CRD03	Honor Guard 2
	31	CRD04	Honor guard 1
Qualifying Criteria			
<ol style="list-style-type: none"> 1. Cadets must attend 80% of all practice sessions. 2. Execute advanced rifle drill movements with precision and synchronization. 3. Demonstrate proficiency in ceremonial drill movements and protocols. 4. Demonstrate good understanding of disaster management principles and protocols. 5. Demonstrate sufficient understanding of advanced leadership principles and case studies. 			
List of reference materials			
Hevi Edhurance Aiyamathee Foiy (Drill Instructor's Handbook)			

12. Training Syllabus for Band Cadet NCO Training

Module 4.B: Band Cadet NCO Training			
Program Description			The Band NCO Training Program is designed to teach Band Cadet NCOs the specialized musical knowledge and skills. It builds on the Band Advance Training imparted in year two and prepares Band Cadets for instrument maintenance and music conducting.
Program Enrollment Criteria			<div>1. Must be a Band Cadet NCO of cadet rank Corporal or above.</div> <div>2. Band Cadet NCO must have successfully completed the Band Advance Training.</div> <div>3. Band Cadet NCO must have successfully completed the Advance Cadet Camp.</div>
Minimum Instructor Qualification			<div>1. MNCC Band Instructor, or</div> <div>2. Certified Music Instructor.</div>
Minimum Contact Hours required			30 hours
Program Contents			
Subject	#	Code	Lesson
Disaster Management	1	DSM01	Types of Disasters
	2	DSM02	Role of MNCC during disasters
	3	DSM03	Do’s and don’ts for cadets during disasters
Personal Development and Leadership	4	DPL01	Followership
	5	PDL02	Introduction to leadership/ styles/ traits
	6	PDL03	Team building
	7	PDL04	Communication skills
	8	PDL05	Decision making and problem solving
	9	PDL06	Time management
	10	PDL07	Case studies of effective leaders
	11	PDL08	Functional leadership
Music Theory	12	MUT20	Time Signatures (3/2, 4/2, 3/8)
	13	MUT21	Extension of the stave
	14	MUT22	Construction of the minor scale

Instrument Studies	15	INS01	Instrumental families
	16	INS02	Figuring charts - Woodwinds
	17	INS03	Figuring charts - Brass
	18	INS04	Embouchure and blowing techniques - Woodwinds
	19	INS05	Embouchure and blowing techniques - Brass
	20	INS06	Grips and rudiments till grade 2 - Percussion
Instrument Maintenance	21	INM01	Parts of the instruments - Reeds
	22	INM02	Assembling and disassembling - Reeds
	23	INM03	Cleaning and servicing - Reeds
	24	INM04	Parts of the instruments - Brass
	25	INM05	Assembling and disassembling - Brass
	26	INM06	Cleaning and servicing - Brass
Conducting	27	CON01	Introduction to conducting
	28	CON02	Conducting to 2/4-time signature
	29	CON03	Conducting to 4/4-time signature
	30	CON04	Conducting to 2/2-time signature
Qualifying Criteria			
<ol style="list-style-type: none"> 1. Band Cadets must attend 80% of all practice sessions. 2. Demonstrate proficiency in maintaining and servicing instruments. 3. Demonstrate proficiency in conducting musical pieces. 4. Does not disrupt squad formation or timing. 5. Maintain synchronization with the squad during all movements. 6. Demonstrate consistent progress and proficiency in drill movements 			
List of reference materials			
Hevi Edhurunge Aiymathee Foiy (Drill Instructor's Handbook)			

13. Training Syllabus for Cadet Senior NCOs

Module 5.A: Cadet Senior NCO Training			
Program Description			The Senior NCO Training Program focuses on developing leadership, decision-making, and mentoring skills. It prepares Senior NCOs to lead larger teams, guide junior cadets, and take on more responsibilities in managing cadet activities.
Program Enrollment Criteria			<div>1. Must be a Cadet SNCO of cadet rank Sergeant or above.</div> <div>2. Cadet SNCO must have successfully completed the Cadet NCO Training.</div> <div>3. Cadet SNCO must have successfully completed the Advance Cadet Camp.</div>
Minimum Instructor Qualification			<div>1. Cadet Senior NCO (ideally Staff Sergeant and above who has completed Senior NCO training), or</div> <div>2. MNCC Instructor.</div>
Minimum Contact Hours required			30 hours
Program Contents			
Subject	#	Code	Lesson
Personal Development and Leadership	1	DPL09	Managing stress and emotions.
	2	PDL10	Peer pressure
	3	PDL11	Self-awareness
	4	PDL12	Assertiveness
	5	PDL13	Conflict management
Instructional Techniques	6	ITC01	Introduction / qualities / attributes / roles of an instructor
	7	ITC02	Principles of instruction
	8	ITC03	The preparation and planning of instructions
	9	ITC04	Methods of instruction / Types of learners
	10	ITC05	Skill presentations
	11	ITC06	Presentations
	12	ITC07	Speech techniques and visual aids
	13	ITC08	Managing nervousness / questioning techniques

Cane Drill	14	CND01	Position of attention, stand at ease, stand at easy
	15	CND02	Shoulder cane - order cane
	16	CND03	Front, right and left salute, at halt
	17	CND04	Marching and halting in quick time (cane at shoulder and order arms)
	18	CND05	Saluting to the right and left flank in quick time (cane at shoulder)
	19	CND06	Saluting to the right and left flank in quick time (cane at trail)
	20	CND07	The about turn in quick time (cane in trail)
	21	CND08	Dismissing and Fallout
Flag Drill	22	FLD01	Position of attention stand at ease, stand at easy
	23	FLD02	Shoulder arms from order arms and order arms from shoulder arms
	24	FLD03	Present arms from shoulder arms and shoulder arms from slope arms
	25	FLD04	Slope arms from shoulder arms and shoulder arms from slope arms
	26	FLD05	Marching and halting in quick time
	27	FLD06	Flag hoisting
Qualifying Criteria			
<ol style="list-style-type: none"> 1. Cadets must attend 80% of all practice sessions. 2. Execute cane drill movements with precision and synchronization. 3. Demonstrate proficiency in flag drill movements and protocols. 4. Demonstrate sufficient understanding of advanced leadership principles and case studies. 5. Demonstrate effective instructional skills 			
List of reference materials			
Hevi Edhurunge Aiyamathee Foiy (Drill Instructor's Handbook)			

14. Training Syllabus for Band Cadet Senior NCO Training

Module 5.B: Band Cadet NCO Training			
Program Description			The Band Cadet Senior NCO Training Program is designed to teach Band Cadet Senior NCOs advance music theory, instrument studies, conducting and instrument drill . It builds on the Band Cadet NCO training imparted in year three.
Program Enrollment Criteria			<div>1. Must be a Band Cadet SNCO of cadet rank Staff Sergeant or above.</div> <div>2. Band Cadet SNCO must have successfully completed the Band NCO Training.</div> <div>3. Band Cadet SNCO must have successfully completed the Advance Cadet Camp.</div>
Minimum Instructor Qualification			<div>1. MNCC Band Instructor, or</div> <div>2. Certified Music Instructor.</div>
Minimum Contact Hours required			30 hours
Program Contents			
Subject	#	Code	Lesson
Personal Development and Leadership	1	DPL09	Managing stress and emotions.
	2	PDL10	Peer pressure
	3	PDL11	Self-awareness
	4	PDL12	Assertiveness
	5	PDL13	Conflict management
Instructional Techniques	6	ITC01	Introduction / qualities / attributes / roles of an instructor
	7	ITC02	Principles of instruction
	8	ITC03	The preparation and planning of instructions
	9	ITC04	Methods of instruction / Types of learners
	10	ITC05	Skill presentations
	11	ITC06	Presentations
	12	ITC07	Speech techniques and visual aids
	13	ITC08	Managing nervousness / questioning techniques

Music Theory	14	MUT23	Compound Time Signatures (9/8, 12/8)
	15	MUT24	Scales and key signatures of all major and minor keys
	16	MUT25	All simple and compound double, triple, and quadruple time signatures
Instrument Studies	17	INS07	Instrument Drill of all Instruments
	18	INS08	How to tune
Instrument Maintenance	19	INM07	Parts of the instruments - Percussion
	20	INM08	Assembling and disassembling - Percussion
	21	INM09	Cleaning and servicing - Percussion
	22	INM10	Do's and don'ts of maintaining instruments
Conducting	23	CON05	Conducting to 6/8-time signature
	24	CON06	Conducting to 3/4-time signature
	25	CON07	Drum Major signs
	26	CON08	Baton techniques / Phrasing and cadences
Instrument Drill	27	FTD31	Drum Major drills
	28	FTD32	Band Leader drills
Qualifying Criteria			
<ol style="list-style-type: none"> 1. Band Cadets must attend 80% of all practice sessions. 2. Demonstrate proficiency handle and tune instruments correctly. 3. Demonstrate proficiency maintaining and servicing instruments. 4. Demonstrate proficiency in conducting music. 5. Execute personal drill movements with proficiency. 			
List of reference materials			
Hevi Edhurunge Aiyamathee Foiy (Drill Instructor's Handbook)			

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SECTION 7: GUIDELINES FOR CONDUCTING CADET CAMPS

1. Process for obtaining approval to organize a Cadet Camp.

- 1.1. To obtain permission to hold a cadet camp, schools must apply to MNCC Headquarters. The following steps should be followed:
- 1.2. **Complete the Camp Submission Form** (Annex-G).
Schools must fill out the official cadet camp application form, providing all required details such as camp dates, location, planned activities, and staff members.
- 1.3. Submit the completed form to MNCC Headquarters for review ten days prior to the planned camp date. This allows sufficient time for approval and any necessary revisions.
- 1.4. MNCC Headquarters will review the application, including the proposed activities, staff qualifications, student-to-standing staff ratio, safety plans, and overall feasibility.
- 1.5. Upon approval, MNCC Headquarters will issue an official permit for the camp to be conducted.
- 1.6. After the camp has concluded, the Camp Commander must submit a post-camp report to MNCC Headquarters, including feedback on the camp's success, any incidents that occurred, and suggestions for improvement.

2. Guidelines for Conducting Cadet Camps

- 2.1. These guidelines are designed to provide clear instructions and expectations for schools intending to conduct cadet camps. The purpose is to ensure the safety, organization, and success of the camp experience while fostering the development of cadets in various skills such as leadership, teamwork, and discipline.
- 2.2. This chapter outlines the steps necessary for planning, preparation, safety, and supervision. It also includes information on how to apply to Headquarters for permission to hold a cadet camp, ensuring that all camps adhere to the required standards.

3. Purpose

The purpose of these guidelines is to:

- 3.1. Establish a framework for the safe and effective execution of cadet camps.
- 3.2. Support schools in providing cadets with positive and impactful camp experience.
- 3.3. Ensure that camps are planned and executed in alignment with the broader objectives of the cadet program.
- 3.4. Promote the physical, mental, and social development of cadets through structured activities and supervision.

4. Preparation and Planning

- 4.1. The camp should be planned well in advance to ensure sufficient time for logistics, safety considerations, and staff preparations.
- 4.2. Schools must ensure the availability of qualified instructors, including certified first-aid personnel and other relevant professionals.
- 4.3. A detailed itinerary of camp activities, including emergency procedures, must be shared with all participants (students, staff, and parents/guardians) ahead of time.

5. Safety and Supervision

- 5.1. Adequate staff-to-student ratios must be maintained for supervision, ensuring that students are closely monitored at all times.
- 5.2. All parents/guardians of students must submit a medical consent form prior to the camp to identify any medical conditions or specific needs that should be taken into account.
- 5.3. First-aid kits must be readily available, and camp leaders should be trained in emergency response procedures, including CPR and basic first aid.
- 5.4. Safety protocols related to weather, outdoor activities, and general well-being should be in place.
- 5.5. Safety of all cadets during the training will be strictly followed. Instructors are requested to abide by the safety regulation of each activity. If anyone sees a dangerous situation developing, stop the action immediately and rectify the problem. Do not wait until it is too late and someone is already hurt before taking action. Cadet safety is paramount. The Camp Chief Instructor shall provide a briefing regarding safety to cadets at the start of the camp.

6. Conduct and Discipline

- 6.1. Participants are expected to maintain the highest standards of conduct during the camp. Any form of bullying, disruptive behavior, or disrespect toward instructors or peers will not be tolerated.
- 6.2. Clear expectations for behavior should be communicated to participants before and during the camp. A system for addressing disciplinary issues should be established.
- 6.3. Cadets must be encouraged to demonstrate leadership by setting positive examples for their peers and promoting a cooperative environment.

7. Accommodation and Facilities

- 7.1. Sleeping arrangements should be secure and hygienic, with enough space for all participants. If staying overnight, ensure adequate supervision is maintained in all sleeping areas.
- 7.2. Facilities must include safe cooking areas, sanitary toilets, clean water sources, and waste disposal systems.

8. Out of Bounds

- 8.1 All areas not allocated to the cadets/band cadets.
- 8.2 Female quarters are out of bounds to all males.
- 8.3 Male quarters are out of bounds to all females.
- 8.4 Male & female quarters are not out of bounds to medical personnel on official business.

9. Medicine

Only medications approved by a physician are permitted. These medications will be exclusively handled and administered by the Senior Medical Officer (SMO). Platoon Leaders are responsible for ensuring their cadets are available to receive medications when necessary.

10. Food and Nutrition

- 10.1 Meal Planning: Meals should be well-balanced, nutritious, and meet the dietary needs of all participants, including any specific dietary restrictions or allergies. Ensure that all special dietary requirements are communicated in advance.
- 10.2 Food Safety: All food must be prepared and stored according to proper hygiene standards to avoid contamination. Camp staff should be trained in food handling and sanitation practices.
- 10.3 Mealtimes and Supervision: Structured mealtimes should be observed to promote discipline and routine. During mealtimes, students should be supervised to ensure orderly behavior and that they are consuming appropriate portions.
- 10.4 Hydration: Access to clean drinking water should be available at all times. Encourage students to stay hydrated, especially during physical activities.
- 10.5 Snacks: Healthy snacks should be available throughout the day, particularly for high-energy activities or breaks. Avoid sugary or unhealthy snack options that may affect the participants' energy levels and focus.
- 10.6 Emergency Food Supplies: A small supply of non-perishable emergency food (e.g., energy bars, canned food) should be kept on hand in case of unexpected delays or issues.

11. Communication

- 11.1 The Camp Executive Officer, serving as the designated point of contact, must always be available to communicate with parents, guardians, and school representatives.
- 11.2 Participants' emergency contact details must be accurate, current, and readily accessible always.
- 11.3 Timely updates regarding camp activities and any emergencies should be provided to all relevant parties.

12. Life Jackets

Cadets must wear life jackets prior to proceeding onto activities based on water. All personnel will wear life jackets while in any boat or vessel.

13. Roll Calls

A Roll Call will be made at each of the following times:

- 13.1 At Platoons arrival at camp.
- 13.2 At all times when the camp participants are mustered.
- 13.3 Prior to all meals.
- 13.4 Prior to pipe down.
- 13.5 Prior to departure from camp.
- 13.6 After any emergency.
- 13.7 At any time as directed by camp staff.
- 13.8 Every night at 2230hrs.

Note:

- Locations for the above-mentioned roll calls will be informed upon establishment of the camp. This must be ensured by the Company Sergeant Major (CSM).
- Roll calls emphasize to Cadets the importance of being at the required place at the right time. A simple head count is not sufficient.
- All roll calls are to be reported to the camp Executive Officer (XO) or his/her delegate. The Reporting Officer should be prepared to back up his verbal report on paper. Any muster that is not correct is to be reported to the Camp XO and Commander immediately.
- It is imperative that the Reporting Officer knows where all the cadets are prior to making his/her report.
- Cadets are encouraged to use the 'buddy' system.

14.Cleaning Quarters

Platoons will be assigned sleeping areas when they arrive at the camp. These areas are to be always kept clean. Rounds will be conducted by the camp staff. No platoons will be allowed to leave the camp until the Camp XO or delegated Officer has inspected their area.

15.Camp Rules

- 15.1 The camp participants should practice cleanliness all the time near and within the camp area.
- 15.2 Personal hygiene is very important and will be taken seriously.
- 15.3 It is prohibited to use slang words.
- 15.4 Camp participants should practice prayers on time.
- 15.5 Camp participants are advised not to interfere with other people's matters.
- 15.6 Orders are to be followed according to the camp rules.
- 15.7 The rules of the school, nation, and religion must not be violated under any circumstances.
- 15.8 Always uphold team unity and friendships among the camp participants. Everyone is expected to treat one another with respect and kindness, and to refrain from acting out in anger or temper.
- 15.9 If a cadet has any objections regarding occurrences within the camp, the matter must be reported to the highest-ranking officer.
- 15.10 All Platoons must attend each event punctually and as a team.
- 15.11 Respect for the bugle calls during the flag hoist and retreat ceremonies must be shown by standing at attention and facing the flags until the call concludes.
- 15.12 Proper table manners should be always observed.
- 15.13 Cleanliness and adherence to the rules of the MESS room must always be maintained.
- 15.14 Wandering or passing through restricted areas is strictly forbidden.
- 15.15 Teamwork should be practiced in every camp activity.
- 15.16 All the aforementioned rules must be adhered to and must not be violated.

16. Medical Procedures

- 16.1 All medical personnel must bring their credentials to the camp and present them to the Senior Medical Officer (SMO) or their delegate. Examples include a First Aid Certificate.
- 16.2 Each Platoon must ensure that the Medical Consent Forms are completely filled out and submitted upon arrival. This is the most critical form to submit, as errors or omissions could severely impact immediate medical care and potentially endanger a cadet's life. All sections must be completed, and any allergies or previous medical history must be clearly indicated.
- 16.3 In cases where a cadet requires hospitalization or a physician's assessment, the SMO or their delegate will determine the appropriate facility for further evaluation and decide on the mode of transportation. The Camp Commander must be promptly informed.
- 16.4 If a Cadet is to be transferred to Male' due to illness or injury, the Camp Commander must be notified of the situation before any action is taken.
- 16.5 Cadets suffering from a communicable disease must present a physician's letter confirming that the condition is non-contagious and does not pose a risk to other participants (e.g., chickenpox, measles, etc.).
- 16.6 Each Platoon is responsible for ensuring that their cadets maintain proper nutrition, as this significantly reduces the likelihood of illness.

17. Fire Orders

- 17.1 All exits in buildings occupied by the Platoon Leader over the weekend must always remain unlocked and free of any luggage or equipment. It is the responsibility of the CSM to ensure compliance with this order.
- 17.2 The Camp XO and CSM are required to check for any rule violations during their rounds.
- 17.3 In the event of a fire or emergency, the person who discovers it must shout 'Fire, Fire, Fire' and activate the nearest fire alarm. The building should be evacuated through the closest exit to the Main Road. The CSM must ensure that the building is cleared, and, if possible, that all doors and windows are closed.
- 17.4 A Roll Call for each Platoon must be conducted immediately after evacuating the building and reported to the Camp Commander at the earliest opportunity.
- 17.5 Upon hearing 'Fire, Fire, Fire' the sentry on duty must ensure the fire alarm has been activated. If the alarm fails, the sentry must run through the building, shouting "'Fire, Fire, Fire'," knocking on all doors, and then proceed to neighboring buildings to repeat the alert.
- 17.6 Duty Officers may engage in initial firefighting efforts but only if it does not pose a personal safety risk and the building has already been evacuated.
- 17.7 The safety of personnel is the highest priority, with the protection of materials being secondary
- 17.8 Emergency First Aid, when required, should be administered in the Sick Bay whenever feasible.

18. Accident / Incident Reports

18.1 Accident Reports

- A written initial report must be submitted to the Camp XO at the site of the accident. It should then be forwarded to the Senior Medical Officer (SMO) as promptly as possible, ideally accompanying the patient if feasible, before being reported to the Camp Commander.
- The SMO or their delegate is tasked with ensuring that the final accident report is prepared in triplicate.

18.2 Incident Reports

- Any incidents of theft, misconduct, fighting, or similar issues must be reported in writing to the Company Sergeant Major (CSM) by the Officer who discovers or is informed of the matter.
- Upon receiving the report, the Company Sergeant Major (CSM) must;
 - Immediately notify the Camp Commander in cases of theft.
 - For all other incidents, conduct an investigation and submit a written report of the findings to the Camp Commander.

18.3 All reports should contain the following information

- Date
- Time (of accident / incident and time attended)
- Location
- Description:
 - Who
 - What
 - Why
 - How
- Name / rank / Platoons of individual(s) involved; and
- Witness's statements; and
- Reporting Officers name.

19. Punishment Authorities

19.1 Physical Punishment

- No Cadet is to receive physical punishment from anyone. If the Officer of the Day believes physical punishment is necessary, the matter must be referred to the Camp Commander for further action on defaulters

19.2 Duty Officer

- The Duty Officer is limited to exercising verbal control over Cadets. Should verbal measures prove insufficient, the matter must be escalated to the Officer of the Day.

19.3 CSM/Officer of the Day

- The CSM and Officer of the Day are authorized to instruct a Cadet to stand at attention for a maximum of five minutes if deemed appropriate for the situation. Any additional disciplinary action must be referred to the Camp Commander for consideration.

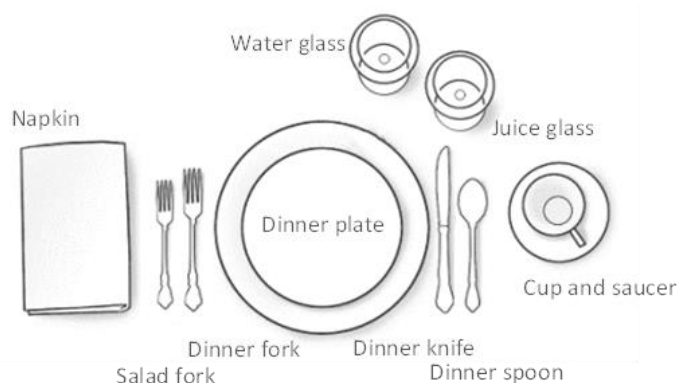
20. Nominal Rolls

- 20.1 Nominal rolls must be submitted to the camp Company Sergeant Major (CSM) immediately upon arrival.
- 20.2 Separate nominal rolls should be prepared and submitted for:
 - Corps Cadets (including name, rank, and gender)
 - Band Cadets (including name, rank, and gender)
- 20.3 Two copies of the nominal roll must be provided.
- 20.4 Medical and consent forms must be ready for administrative review upon arrival. A completed medical/consent form is mandatory for every cadet participating in the camp, with no exceptions. These forms should be categorized as either Officer or Cadet prior to arrival.
- 20.5 The Officer's duty watch list for meals and Silent Hour duties will be prepared upon arrival.
- 20.6 A list of Medical Coordinators (such as Health Assistants or First Aiders) must be submitted along with their qualifications.

21. Meal Rules

- 21.1 Meal line-ups are to be monitored by the Officer of the Day and designated Officers.
- 21.2 Noise levels in line-ups and meal areas must be kept low. Shouting is unnecessary and should be avoided.
- 21.3 Camp participants must collect their meals in an organized manner, ensuring that they receive everything being offered.
- 21.4 Camp participants must sit in their assigned seat without argument and consume their meals while observing proper etiquette.
- 21.5 Throwing food or any other items is strictly prohibited.
- 21.6 After finishing their meals, the camp participants should promptly clear their dishes and dispose of them appropriately.
- 21.7 Camp participants must proceed in an orderly fashion to the designated waiting area. They should stay away from any restricted or out-of-bound areas.
- 21.8 Officers and instructors are responsible for maintaining order in the eating areas. Cadets should not linger in the eating area. Officers and instructors should ensure they are fed and move on promptly.

Table Layout for Dining



22.Request for Weapons

- 22.1 Requests for weapons must be submitted to MNCC Headquarters at least 7 days in advance, excluding weekends.
- 22.2 The requesting officer must complete the Weapon Request Form (Annex-H) and submit it to MNCC Headquarters,, along with the details of receiving authority and practice schedule.
- 22.3 The MNCC Headquarters MNDF Training Liaison Officer will review the request and submit CO for final approval or denial.
- 22.4 A detailed inventory and condition check will be conducted at both pickup and return.
- 22.5 All weapons must be returned immediately once the camp or event is completed.
- 22.6 Any discrepancies, damage, or incidents must be reported immediately.

23.Responsibilities

23.1. Officer Commanding (OC)

The officer commanding (OC) is the person who's in charge of the whole camp; its organization and smooth running under his/her command and supervision. The OC is responsible to facilitate all the needs required by the Camp Commander in accordance with the effective running of the camp.

23.2. Camp Commander

The camp Commander has all responsibility for the administration, discipline and proper working of the camp. He/she is also in charge of conducting the organization group (O' group) meetings and discussing the events with the instructors. The Camp Commander will also oversee monitoring the smoothing and effective running of the 3 departments of the camp.

23.3. Chief Instructor

The CI is the person who is in-charge of the training team. He/she would be responsible for:

- All the theory and lessons that are carried out and taught to the cadets participating in the camp.
- Checking and approving all lesson plans made by the instructors prior to the lesson being taught.
- In-charge of maintaining the discipline of the instructors and instructing them regarding time management.
- Personally, ensuring the safety of all cadets and instructors before and during the lessons.
- Informing the Executive Officer (XO) and Quarter Master Sergeant (QMS) regarding the materials that will be needed for the lessons well prior to the start of the lessons.
- Directly brief the Camp Commander regarding the daily events and upcoming scheduled events.
- Conduct safety briefing to all participants of the camp.

23.4. Executive Officer

- XO is the main person who oversees the Administration Team. He/she would be responsible for:
- Assisting the smooth running of the camp in an organized manner while making sure the records are kept throughout the camp duration.
- Overall monitoring of all duties of the administration team for the smooth running of the camp.
- Facilitate to all staff what is required for the camp on request.
- Directly briefing the Camp Commander regarding all administration work, store records and MESS hall details of the day.

23.5. Company Sergeant Major (CSM)

The CSM is the main person who is in-charge of the training company. He/she should be responsible for:

- Strict discipline throughout the camp duration to all camp participants, especially the trainees.
- Maintain strict rules regarding time management (e.g. all the events start and end on the time they're scheduled).
- Inspecting personally and also instructing PC's and PSs on the cadets' safety, uniformity and especially on personal hygiene.
- Ensuring and instructing the PC's and PS's regarding the orderly arrangements and cleanliness of the barrack areas. Also, the taking and checking the right safety precautions necessary in these areas. (e.g. in case of fire actions that need to be taken).
- Instruct PL's and PS's regarding the importance of time management (punctuality) and most of all discipline within the platoons in daily routines.
- Instruct and guide the Duty Officer (DO) (selected by the Camp Commander) in their roles and schedules.
- Instruct and assign jobs for the duty officer regarding their roles and responsibilities during the camp.
- Instruct the Girls' Instructor (GI) regarding their roles and responsibilities in attending to the cadet girls.
- Daily roll calls of all cadets especially before they sleep.
- Directly brief the Camp Commander regarding the daily events and upcoming scheduled events of the training company.

23.6. Platoon Leader (PL) / Platoon Sergeant (PS)

- PL is the instructor in charge of a platoon. PS maintains everything of the platoon under the supervision of the PL. They both share the responsibilities for:
- Always Inspecting the safety of the assigned platoon (even away from the barracks).
- Ensuring that personal hygiene is always taken as a major importance (in barracks, during class hours and in the MESS hall).
- Boosting the morale and motivation of all cadets in the platoon to work as a team.
- Creating a sense of healthy and friendly competition between the platoons.
- Ensure that the cadets' basic requirements are met (e.g. have their meals on time; provide them with ironing boards etc.)
- Help and assist the cadets in revising and learning the lessons that were taught during the theory and practical lessons (e.g. motivating them).
- Ensure that all cadets are ready with the required materials for all lessons. This is by informing the QMS beforehand.
- Reporting to the CSM regarding the platoon's activities and movement (performance in all aspects) throughout the day

23.7. Girls Instructors (GI)

GI should be a female instructor and is in-charge of all the cadet girls during the camp duration. Her responsibilities are:

- Taking care of all the necessary requirements and needs of the girl cadets in participating in the camp (e.g. feminine issues).
- Making sure the girl cadets are on time to join their platoons for theory lessons and other activities during the camp.
- Checking on the girl's personal hygiene and personal safety throughout the duration of the camp and making the girls barracks are a clean and safe environment for them.
- Assisting any cadet in counselling throughout the duration of the camp.

23.8. Administration Team

This team consists of Executive officer (XO), Administration, Senior Medical officer (SMO), Welfare and Personal, Media and public relations, maintenance, Quarter Master Sergeant (QMS), store, MESS sergeant and MESS Detail (team that is in charge of running the camp in an organized manner in terms of administrative work, store keeping and MESS hall control).

23.9. Admin Officer

He/she is responsible of taking care of all the administrative work assigned by the XO and that of the camp. These responsibilities include:

- Preparation of certificates for all camp participants, including cadets, instructors, and support staff.
- Maintaining the Organization Board (OG) and keeping it up to date.
- Preparing detailed daily schedules.
- Updating the noticeboard and the roll call on camp.
- Drafting letters which are required by the camp for any situation (e.g. renting materials)
- Recording minutes of daily events.
- Conduct and organize the opening and closing ceremony of the camp.
- Update the board on all emergency numbers that would be handy for all situations.
- Keeping all the camp records in an orderly and user-friendly manner for future reference.

23.10. Quarters Master Sergeant (QMS)

The QMS is primarily responsible for managing the camp stock and overseeing the MESS Sergeant's assigned duties in the MESS hall. His/her responsibilities include:

- Ensuring that all stock-related matters are properly managed and maintained throughout the camp.
- Monitoring and maintaining accurate stock records as prepared by the storekeeper.
- Providing or arranging necessary materials and other services required for the camp, such as organizing transportation.
- Managing and safeguarding all training equipment needed by camp instructors for both theoretical and practical lessons.

23.11. Senior Medical Officer (SMO)

The SMO is in charge of everything related to First Aid during the duration of the camp. He/she would be responsible for:

- Receiving the medical consent forms of the cadets at the arrival and informing the platoon leaders, MESS Sergeant and instructors of the cadet's health-related issues. (e.g. allergies).
- Ensuring all prescribed medication is to be taken under his/her care and supervised at the right times.
- Entering all medical records into the log and reporting all records to the XO and Camp Commander on a regular basis.
- Check the quality and hygiene of the food that is being prepared and that of which is prepared.
- Random check-ups of cadets for signs of health cautions.
- Be alert and ready for any emergency or medical situation with the right equipment and knowledge.
- Ensuring that all minor injuries of the cadets are met and attended to especially during 1800 to 2000.

- Keeping a medical kit ready for all situations and ensuring that the kit is portable for any environment (e.g. in case an outing is organized)
- Be present and alert for all duties related to medical concerns.

23.12. Media and Public Relation Officer

The MPR Officer's responsibilities include:

- Documenting all camp events through various means, with a focus on written records, and capturing photos and videos where possible.
- Maintaining communication with national media outlets to provide updates on camp activities (e.g., Television Maldives, radio, newspapers, etc.).
- Ensuring that sound systems and other media equipment are arranged at the required locations in advance.

24. Cadet Camps that are conducted for School Cadets

24.1 Basic Cadet Camp

24.2 Advance Cadet Camp

24.3 National Cadet Camp

25. Training Syllabus Basic Cadet Camp

Band Cadet NCO Training			
Camp Description			The camp aims to provide an opportunity for newly inducted cadets to learn and experience the basic character of a cadet. Cadets will be required to live in a fully controlled environment establishing obedience and instilling discipline. Activities conducted with the camp are meant to build confidence, mutual respect, teamwork and cooperation.
Program Enrollment Criteria			<div>1. Cadets should have successfully completed the Cadet Induction Program.</div> <div>2. Ideally, cadets must successfully complete the Cadet Basic Training Program.</div>
Minimum Instructor Qualification			<div>1. Cadet NCO, (Ideally Sergeant and above who has finished NCO training), or</div> <div>2. MNCC Instructor</div>
Minimum Contact Hours required			60 hours
Program Contents			
Subject	#	Code	Lesson
Physical Training	1	PTR01	PT commands and movement
	2	PTR02	Jogging and light stretching
	3	PTR03	Circuit training
Field Craft	4	FCX01	Introduction to Field Craft, Why Things are Seen
	5	FCX02	Camouflage, Cover and Concealment
First Aid	6	FAX01	Introduction to first aid / Principles of first aid
	7	FAX02	DRABC
Fire Fighting	8	FFT01	Fire awareness / Cooking gas / Dos and don'ts
	9	FFT02	Chemistry of fire / Transmission of heat
	10	FFT03	Method of extinguishing fire / Classification of fire by types / Type of agents
	11	FFT04	Introduction to Extinguishers

Personal Development and Leadership	12	PDL01	Followership
	13	PDL02	Introduction to leadership / styles / traits
	14	PDL03	Team building
	15	PDL04	Communication skills
	16	PDL05	Decision making and problem solving
	17	PDL14	Command Tasks
Field Engineering	18	FEX01	Introduction to Field Engineering
MNCC Regulations	19	NCC01	History of cadet activity in Maldives / Introduction to MNCC
	20	NCC02	Uniforms / Ranks / Badges
	21	NCC03	Means of respect
	22	NCC04	Cadets' training overview
Unarmed Combat	23	UAC01	Break falls
	24	UAC02	Basic Punches
	24	UAC03	Basic Kicks
Foot Drill	25	FTD01	Aim of drill and word of command / position of attention, stand at ease and stand at easy
	26	FTD02	Forming up in three ranks and dressing
	27	FTD03	Turning at the halt right/left
	28	FTD04	Turning at the halt about turn
	29	FTD05	Dismissing and fall out
	30	FTD06	Inclining to right and left - at the halt
	31	FTD07	Saluting to the front at the halt
	32	FTD08	Saluting to the right at the halt / saluting to the left at the halt
	33	FTD09	Quick march
	34	FTD10	Mark time and halting at quick time
Competitions	35	COM01	Tug of war
	36	COM02	Dodge ball
	37	COM03	Entertainment Show
	38	COM04	Final Exercise

Qualifying Criteria
<ol style="list-style-type: none"> 1. Cadets must participate in at least 75% of activities conducted. 2. Follow drill commands immediately without delay. 3. Wear the uniform as per regulations. 4. Practice self-hygiene. 5. Adhere to behavioral protocols during interactions. 6. Demonstrate sufficient understanding of MNCC history and organizational structure.
List of reference materials
Basic Cadet Camp Curriculum

26. Training Syllabus Advance Cadet Camp

Band Cadet NCO Training			
Camp Description			The program focuses on enhancing leadership, physical fitness, and specialized skills, preparing cadets for higher responsibilities and roles within the cadet organization.
Program Enrollment Criteria			1. Cadet must have successfully completed the Basic Cadet Camp. 2. Cadets should have ideally completed the Cadet Advance Training Program.
Minimum Instructor Qualification			1. Cadet NCO (ideally Sergeant and above who has completed NCO training), or 2. MNCC Instructor.
Minimum Contact Hours required			60 hours
Program Contents			
Subject	#	Code	Lesson
Physical Training	1	PTR01	PT commands and movement
	2	PTR02	Jogging and light stretching
	3	PTR03	Circuit training
	4	PTR08	Endurance training
Field Craft	5	FCX02	Camouflage, Cover and Concealment
	6	FCX03	Moving with or without weapons
	7	FCX04	Duties of sentries
	8	FCX05	Night training
	9	FCX06	Survival
First Aid	10	FAX01	Introduction to first aid / Principles of first aid
	11	FAX02	DRABC
	12	FAX03	Wounds and bleeding
	13	FAX04	Bandaging
	14	FAX05	Fractures

Fire Fighting	15	FFT01	Fire awareness / Cooking gas / Dos and don'ts
	16	FFT02	Chemistry of fire / Transmission of heat
	17	FFT03	Method of extinguishing fire / Classification of fire by types / Type of agents
	18	FFT04	Introduction to Extinguishers
	19	FFT05	Types of caries
Personal Development and Leadership	20	PDL03	Team building
	21	PDL04	Communication skills
	22	PDL08	Functional leadership
	23	PDL05	Decision making and problem solving
	24	PDL14	Command Tasks
Swimming	25	SWM01	Floating and Buoyancy
	26	SWM02	Breathing and kicks
	27	SWM03	Arm action and head movement
Unarmed Combat	28	UAC04	Introduction to Unarmed Combat, Basic Warrior Stance
	29	UAC02	Basic Punches
	30	UAC05	Counter to chokes and holds
Foot Drill	31	FTD22	Marking time in quick time and forward
	32	FTD23	Marching and halting, in slow time
	33	FTD24	Changing step whilst marking time at the halt in slow and quick time and forward
	34	FTD25	Saluting to the right and left flank in slow time
	35	FTD26	Turning to the right and left flank in slow time
	36	FTD27	The about turn in slow time
	37	FTD28	The changing step and slow time
	38	FTD29	Break into slow time from quick time / break into quick time from slow time
	39	FTD30	Drilling the squad

Rifle Drill	40	RFD01	Position of attention, stand at ease and stand easy
	41	RFD02	Shoulder from order, order from shoulder
	42	RFD03	Port from order, order from port
	43	RFD04	Port from shoulder, shoulder from port
	44	RFD05	Present from shoulder, shoulder from present
	45	RFD06	Present from order, order from present
	46	RFD07	Slope from order, order from slope
	47	RFD08	Slope from shoulder, shoulder from slope
	48	RFD09	Port from slope, slope from port
	49	RFD10	Present from slope, slope from present
Competitions	50	COM01	Tug of war
	51	COM03	Entertainment Show
	52	COM05	Basic Assault Course
Qualifying Criteria			
<ol style="list-style-type: none"> 1. Cadets must participate in at least 75% of activities conducted. 2. Execute advanced drill movements with precision and synchronization. 3. Wear the uniform as per regulations. 4. Practice self-hygiene. 5. Adhere to behavioral protocols during interactions. 6. Do not disrupt squad formation or timing. 7. Maintain synchronization with the squad during all movements. 8. Demonstrate physical endurance and ability to complete fitness exercises. 			
List of reference materials			
Advance Cadet Camp Curriculum			

27. Training Syllabus National Cadet Camp

Band Cadet NCO Training			
Camp Description			The National Cadet camp aims to revive friendship and unity among the national cadets and to make them responsible citizens with the ability to provide planning and assistance in various events that arise in the society. Cadets participating in the camp will be provided the opportunity to be trained and mentored by MNDF instructors, who will be introducing some of the basic military skills and opportunity to shoot weapons down range.
Program Enrollment Criteria			<div>1. Cadet must have successfully completed the Basic Cadet Camp and Advance Cadet Camp.</div> <div>2. Cadets should have ideally completed the Cadet Advance Training Program.</div>
Minimum Instructor Qualification			<div>1. MNDF Instructor.</div> <div>2. MNCC Instructor.</div>
Minimum Contact Hours required			240 hours [10 Days]
Program Contents			
Subject	#	Code	Lesson
Physical Training	1	PTR01	PT commands and movement
	2	PTR05	Upper body strengthening
	3	PTR06	Abdominal strengthening
	4	PTR09	Fundamentals of physical fitness
	5	PTR10	Cardiorespiratory training
	6	PTR11	Introduction to obstacle course and practice
	7	PTR12	Obstacle course
Swimming	8	SWM01	Floating and Buoyancy
	9	SWM02	Breathing and kicks
	10	SWM03	Arm action and head movement
	11	SWM04	Floating with Natural and Artificial Objects
	12	SWM05	Rescue Swimming
	13	SWM06	Swimming Competition

Field Craft	14	FCX01	Introduction to Field Craft, Why Things are Seen
	15	FCX02	Camouflage, Cover and Concealment
	16	FCX03	Moving with or without weapons
	17	FCX07	Judging distance
	18	FCX08	Observation
	19	FCX09	Field signals
	20	FCX02	Introduction to elementary night training
First Aid	21	FAX06	Personal Hygiene, Heat Treatment, Water supply and Purification, Lettering, Urinal, Disposal of Garbage, Food Poisoning
	22	FAX07	Cardiopulmonary Resuscitation
	23	FAX08	Types of wounds, Types of Bleeding, how to control Bleeding, Dressing, Bandaging and Splinting
	24	FAX09	Types of Fractures, Causes of Fractures, Management of Fractures
	25	FAX10	Hand Carries, Using a stretcher
Fire Fighting	26	FFT06	Introduction to emergency Management
	27	FFT07	Introduction to Fire Fighting Equipment
	28	FFT08	Handling Pressurized fire hose / Pump Operations
	29	FFT09	Fire Fighting Practical
Personal Development and Leadership	30	PDL01	Followership
	31	PDL03	Team building
	32	PDL08	Functional leadership
	33	PDL09	Principles of leadership
	34	PDL14	Command Tasks
Unarmed Combat Unarmed Combat	35	UAC04	Introduction to Unarmed Combat, Basic Warrior Stance
	36	UAC02	Basic Punches
	37	UAC03	Basic Kicks
	38	UAC05	Unarmed restraint and manipulation

Foot Drill	39	FTD22	Marking time in quick time and forward
	40	FTD23	Marching and halting, in slow time
	41	FTD24	Changing step whilst marking time at the halt in slow and quick time and forward
	42	FTD25	Saluting to the right and left flank in slow time
	43	FTD26	Turning to the right and left flank in slow time
	44	FTD27	The about turn in slow time
	45	FTD28	The changing step and slow time
	46	FTD29	Break into slow time from quick time / break into quick time from slow time
	47	FTD30	Drilling the squad
Rifle Drill	48	RFD01	Position of attention, stand at ease and stand easy
	49	RFD02	Shoulder from order, order from shoulder
	50	RFD03	Port from order, order from port
	51	RFD04	Port from shoulder, shoulder from port
	52	RFD05	Present from shoulder, shoulder from present
	53	RFD06	Present from order, order from present
	54	RFD07	Slope from order, order from slope
	55	RFD08	Slope from shoulder, shoulder from slope
	56	RFD09	Port from slope, slope from port
	57	RFD10	Present from slope, slope from present
Maritime Studies	58	MTS01	Introduction to maritime domain
	59	MTS02	Basic knots
	60	MTS03	Diving
Weapon Training	61	WPN01	Characteristics, NSP and Safe Handling
	62	WPN02	Loading, Unloading and Make Ready
	63	WPN03	Marksmanship Principles / Lying Position
	64	WPN04	AK103 Rifle Shoot
	65	WPN05	Section Battle Drill

Competitions	66	COM06	Swimming Competition
	67	COM07	Drill Competition
	68	COM08	Assault Course
	69	COM09	Cultural Show
	70	COM10	Entertainment Show
	71	COM12	Command Task
	72	COM13	Soki Race
Qualifying Criteria			
<ol style="list-style-type: none"> 1. Cadets must participate in at least 75% of activities conducted. 2. Execute advanced drill movements with precision and synchronization. 3. Wear the uniform as per regulations. 4. Practice self-hygiene. 5. Adhere to behavioral protocols during interactions. 6. Do not disrupt squad formation or timing. 7. Maintain synchronization with the squad during all movements. 8. Demonstrate physical endurance and ability to complete fitness exercises. 			
List of reference materials			
National Cadet Camp Curriculum			

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SECTION 8: CRITERIA FOR CADETS PROMOTION

1. Introduction

Cadets are assigned different ranks, each with their own set of responsibilities. The duties and expectations of a cadet vary depending on the rank they hold. Consequently, the requirements for each rank are determined based on these responsibilities. Additionally, general requirements apply to all ranks. These conditions are set to ensure that those being promoted are capable of fulfilling the responsibilities of their new rank. This system ensures that cadets are promoted within a structured framework that supports their readiness and competence.

2. Aim

The purpose of the Cadet Corps Promotion Rules is to clearly outline the requirements for cadet ranks and the criteria for promotion, ensuring a fair and structured process for the advancement of cadets.

3. Promotion Criteria

Promotions are based on a combination of the following criteria:

3.1. Time in Rank

Cadets must have served for a specified minimum duration at their current rank before being considered for promotion. This ensures they have acquired sufficient experience.

3.2. Knowledge and Skills

Cadets are required to demonstrate proficiency in essential areas, such as:

- Cadet Training skills.
- General knowledge.

3.3. Leadership and Conduct

Promotions are also contingent on a cadet's demonstration of leadership abilities, maturity, and adherence to program rules. Key points include:

- Positive attitude and behavior.
- Ability to lead peers.
- Consistent participation in training and events.
- Exemplary conduct, including teamwork and discipline.

3.4. Training and Performance Evaluations

- Completion of required training.
- Passing regular performance evaluations, including peer and instructor reviews.

3.5. Recommendations

The School Cadet Companies may provide recommendations for promotion based on their assessments.

4. General Requirements for Ranks

The School Company cadet rank structure is firmly grounded in performance and merit, recognizing and rewarding demonstrated excellence. Promotions within the organization are granted based on available slots, with advancement opportunities reserved for the most outstanding cadets among those who meet eligibility requirements. Cadets will be evaluated based on specific criteria including attendance and participation, training completion, leadership and teamwork, discipline and conduct, commitment and dedication, evaluation and feedback, commitment to community engagement, training/continuing education, and motivation and initiative. This merit-based approach ensures that leadership positions are filled by those who have proven their capabilities through consistent dedication, skill development, and exemplary conduct.

4.1. Attendance and Participation

- **Minimum Attendance Rate:** Cadets must maintain a minimum attendance rate 80% for training sessions, drills, and events during the evaluation period to be eligible for promotion.
- **Active Participation:** Cadets must demonstrate active participation in activities, including group exercises, volunteering, and any other required duties.

4.2. Training Completion

- Cadets should complete mandatory training modules associated with the recommended rank before they can be considered for promotion.

4.3. Leadership and Teamwork

- **Leadership Potential:** Cadets must demonstrate leadership skills by taking on responsibilities such as leading smaller groups during training, assisting junior cadets, or managing tasks within the company.
- **Teamwork:** Promotion candidates should show the ability to work effectively as part of a team and contribute to group efforts in training and events.
- **Mentorship:** Senior cadets must take on mentorship roles for junior cadets, helping them with training and offering guidance in both technical and personal development.

4.4. Discipline and Conduct

- **Adherence to Rules:** Cadets must consistently follow program regulations and policies. This includes demonstrating respect for authority, following the dress code, and maintaining good personal conduct.
- **Behavior Standards:** A clean record in terms of discipline. Any serious infractions (e.g., misconduct, insubordination) may disqualify a cadet from promotion for a certain period.
- **Positive Attitude:** Maintaining a positive, motivated, and professional attitude is essential for cadet development and eligibility for promotion.

4.5. Commitment and Dedication

- **Service Duration:** Cadets must complete a minimum amount of time at their current rank, demonstrating their commitment to the program. This ensures that they have gained sufficient experience.
- **Self-Improvement:** A cadet's willingness to seek improvement through additional training, workshops, and self-study should be considered in the promotion evaluation process.

4.6. Evaluation and Feedback

- **Performance Reviews:** Cadets should undergo regular performance evaluations by their superiors to assess leadership abilities, conduct, and skill levels. Positive feedback and recommendations from superiors are critical in the promotion process.
- **Peer Evaluations:** In some cases, feedback from peers or junior cadets may be considered to evaluate teamwork and leadership abilities.

4.7. Commitment to Community Engagement

- **Community Involvement:** Cadets may be expected to contribute to community service activities or represent the program in public events. This fosters a sense of responsibility and service beyond the program itself.
- **Public Speaking or Representation:** In higher ranks, cadets and instructors may be expected to participate in public speaking, represent the organization at events, or lead community outreach programs.




4.8. Training/Continuing Education




- **Additional Certifications:** Cadets may be required to complete specific certification programs, such as CPR, first aid, or leadership training, depending on their rank.
- **Leadership Development Programs:** For cadets progressing to higher ranks, completion of leadership development or specialized training programs may be required.



4.9. Motivation and Initiative

- **Self-Motivation:** Cadets should demonstrate intrinsic motivation, showing a desire to improve, set personal goals, and take initiative in their learning and development.
- **Innovative Thinking:** Promoting a cadet who can offer new ideas, improvements to existing processes, or demonstrate problem-solving skills may be considered for higher ranks.

5. Rank-Specific Minimum Requirement

CADET LANCE CORPORAL (LCPL)	
	<ol style="list-style-type: none"> 1. Time in Rank: At least 6 months. 2. Knowledge & Skills: Completion of Basic Cadet Training. 3. Conduct: Demonstrates respect for authority and peers. 4. Leadership: Demonstrates the ability to take on more responsibilities within their section as a section second-in-command. 5. Attendance: 80% or higher attendance in training activities and events.
CADET CORPORAL (CPL)	
	<ol style="list-style-type: none"> 1. Time in Rank: At least 6 months. 2. Knowledge & Skills: Completion of Basic Cadet Training. 3. Conduct: Exhibits strong discipline and positive attitude. 4. Leadership: Demonstrate ability to command a section of cadets and mentor new recruits. 5. Attendance: 80% or higher attendance in training activities and events.
CADET SERGEANT (SGT)	
	<ol style="list-style-type: none"> 1. Time in Rank: At least 6 months. 2. Knowledge & Skills: Completion of Advance Cadet Training. 3. Conduct: Maintains excellent conduct and discipline. 4. Leadership: Demonstrate the ability for increased leadership responsibilities, as Platoon Second-in-Command and are involved in training and disciplining junior cadets 5. Attendance: 80% or higher attendance in training activities and events.

CADET STAFF SERGEANT (SSGT)	
	<ol style="list-style-type: none"> 1. Time in Rank: At least 6 months. 2. Knowledge & Skills: Completion of Advance Cadet Training. 3. Conduct: Maintains excellent conduct and discipline. 4. Leadership: Demonstrate the ability to take on responsibilities as Platoon Sergeants and ensure the maintenance of discipline, fitness and morale within a platoon. 5. Attendance: 80% or higher attendance in training activities and events.
CADET COMPANY SERGEANT MAJOR (CSM)	
	<ol style="list-style-type: none"> 1. Time in Rank: At least 6 months. 2. Knowledge & Skills: Completion of Cadet NCO training. 3. Conduct: Strong moral and ethical standards with an ability to set an example for others. 4. Leadership: Demonstrates strong decision-making skills and can independently manage responsibilities. Exhibit the ability to command and control the school company and work with a sense of personal responsibility for the progress of the company. 5. Attendance: 80% or higher attendance in training activities and events.
CADET JUNIOR UNDER OFFICER (JUO)	
	<ol style="list-style-type: none"> 1. Time in Rank: At least 6 months. 2. Knowledge & Skills: Completion of Senior NCO training. 3. Conduct: Strong moral and ethical standards with an ability to set an example for others. 4. Leadership: Demonstrates strong decision-making skills and can independently manage responsibilities. Demonstrate the ability to command a company of less than 100 cadets. 5. Attendance: 80% or higher attendance in training activities and events.

CADET SENIOR UNDER OFFICER (SUO)	
	<ol style="list-style-type: none"> 1. Time in Rank: At least 6 months. 2. Knowledge & Skills: Completion of Senior NCO training. 3. Conduct: Demonstrates a high level of responsibility and accountability. 4. Leadership: Demonstrates strong decision-making skills and can independently manage responsibilities. Demonstrate the ability to command a company of more than 100 cadets. 5. Attendance: 80% or higher attendance in training activities and events.
CADET BATTALION UNDER OFFICER (BUO)	
	<ol style="list-style-type: none"> 1. Time in Rank: At least 6 months. 2. Knowledge & Skills: Completion of Senior NCO training. 3. Conduct: Acts as a role model and mentor for all cadets. 4. Leadership: Capable of overseeing entire Battalion. Exhibit the ability to command and control a school battalion of more than 300 cadets and work with a sense of personal responsibility for the progress of a battalion. 5. Attendance: 80% or higher attendance in training activities and events.

6. Promotion Process

The steps for promotion are as follows:

6.1. Eligibility Check

Cadets must meet the minimum time in rank and other criteria for the desired rank.

6.2. Application for Promotion

Promotion Request Form (Annex-I) must be filled out for cadets due for promotion and shall be submitted to the Promotion Board via MNCC Headquarters by the school cadet company to which the cadets belongs.

6.3. Review and Evaluation

The promotion board conducts thorough reviews of all applications, carefully ensuring each candidate meets the established criteria for advancement. The board diligently evaluates and recommends promotions based specifically on the available slots

designated for each school cadet company, maintaining a fair and structured approach to the advancement process.

6.4. Recommendation

Upon successful review, the Promotion Board will recommend promotion to the Commanding Officer.

6.5. Approval

For school cadets the approval for promotion would be granted by the Director.

6.6. Promotion Ceremony:

A formal ceremony would be held where the cadets are presented with their new rank and associated responsibilities.

7. Responsibilities Upon Promotion

With each promotion, new responsibilities are assigned, such as:

7.1. Leadership

Supervising and mentoring junior cadets.

7.2. Training

Assisting in the delivery of training sessions.

7.3. Decision-Making

Managing greater responsibilities in event planning, operations, or administrative tasks.

8. Special Considerations

8.1. Reevaluation or Delays

If a cadet is not yet ready for promotion, additional training or time may be required.

8.2. Promotion Restrictions

Certain circumstances, such as disciplinary issues or failure to meet required standards, or limited slots for promotion can delay or block promotions.

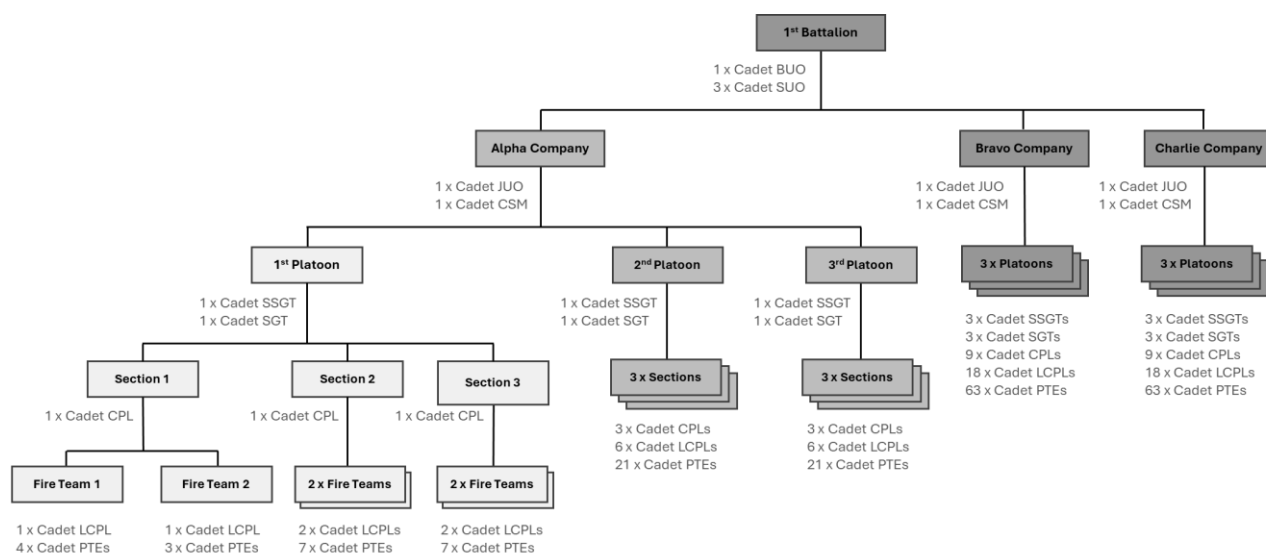
9. Cadet Rank Quota

The size of a School Cadet Unit determines its rank structure, with specific quotas established for each cadet rank. This creates a clear promotion pathway with a pyramid structure—fewer positions exist at higher ranks, making leadership roles limited and competitive. This supports the merit-based promotion system. Higher rank positions become available when a unit grows beyond its current threshold by at least half a platoon (16 cadets minimum). For example, when a single-platoon unit of 32 cadets gains 16 additional cadets, it becomes a two-platoon unit, which opens a new position for a Cadet CSM.

10. Cadet Rank Quota Table

#	Rank	Number of Cadets				
		Single Platoon	Company Minus 2 Platoons	Single Company (3 Platoons)	Company Plus (6 Platoons)	Battalion (9 Platoons)
1	BUO	-	-	-	-	1
2	SUO	-	-	-	1	3
3	JUO	-	-	1	2	3
4	CSM	-	1	1	2	3
5	SSGT	1	2	3	6	9
6	SGT	1	2	3	6	9
7	CPL	3	6	9	18	27
8	LCPL	6	12	18	36	54
9	PTE	21	42	63	126	189
Total number of cadets		32	65	98	197	298

11. Organization as per the size of the School Cadet Unit.



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SECTION 9: GUIDELINES FOR THE CONDUCT OF HONOR GUARD

1. Purpose and Importance

The Honor Guard serve as ceremonial units that provide a formal display of respect and discipline. These duties are usually performed on important occasions, including the arrival and departure of senior officials, official ceremonies, and national celebrations.

2. Dignitaries who are entitled to receive an Honor Guard

2.1. The following dignitaries qualify to receive an Honor Guard

- The President of the Republic Maldives
- Vice President of the Republic Maldives
- The Chief Justice
- The President of the Parliament
- Cabinet Ministers
- Commanding Officer of the Cadet Corps
- Deputy Commanding Officer of the Cadet Corps
- Director of the Cadet Corps
- Brigadier General and higher-ranking officers of the military and equivalent in Police
- School Principal / Officer Commanding of School Cadet Companies

2.2. Other Important Figures

In addition to the above, the Honor Guard may also be extended to other high-ranking officials at the discretion of the Cadet Corps or relevant authorities.

3. Composition of the Honor Guard

3.1. Cadet Numbers

The Honor Guard shall consist of a minimum of 25 cadets and a maximum of 49 cadets.

3.2. Formation

The formation of the Honor Guard shall follow the specifications laid out in the Honor Guard Sketch (Annex-J). The formation shall be carried out in an orderly manner and in accordance with all established protocols and guidelines.

4. Dress Code and Equipment

4.1. Uniform

The cadets participating in the Honor Guard must be in full ceremonial uniform, as per the guidelines outlined in the Cadet Corps Ceremonial Dirl Manual.

- The uniform should be immaculate, with all insignia, medals, and ribbons properly displayed.
- Proper grooming and personal appearance standards must be always maintained.

4.2. Weapons and Equipment

- Weapons should be clean, well-maintained, and properly presented, if applicable to the specific ceremony.
- Any ceremonial equipment, such as flags or insignia, must be handled with respect and displayed correctly.

5. Training and Preparation

5.1. Pre-Ceremony Training

All cadets selected to participate in the Honor Guard must undergo comprehensive training to ensure that they can perform their duties accurately and with precision. This includes:

- Marching and formation drills.
- Weapon handling and presenting arms.
- Inspection and etiquette procedures.
- Understanding the significance of the ceremony.

5.2. Dress Rehearsals

A rehearsal should be conducted before the actual ceremony to ensure that all cadets are familiar with their roles and the ceremony's flow. This rehearsal will also allow for the identification of any potential issues and ensure smooth execution.

6. Special Considerations

6.1. Weather Conditions

In case of extreme weather conditions, such as heavy rain or strong winds, the Honor Guard should be adjusted accordingly. This may include relocating the ceremony indoors or ensuring that cadets are equipped with appropriate protective gear.

7. Safety Protocols

7.1. Health and Safety

The health and safety of cadets should be a priority. Adequate hydration, rest, and emergency medical services should be available during the ceremony, especially for long durations of standing or in extreme weather conditions.

7.2. Risk Mitigation

Proper protocols for crowd control, emergency response, and the handling of firearms or ceremonial weapons must be in place to ensure a safe and effective ceremony.

By adhering to these guidelines, Honor Guard will ensure a highly respectful and precise ceremonial experience for all dignitaries involved.

8. Procedure

The Procedure for Conducting Honor Guard is attached (Annex-K).

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SECTION 10: CADET OATH AND WEAPONS HANDOVER GUIDELINES

1. Guidance for Conducting Oath Taking Ceremony for Cadets

1.1. General Requirements

All cadets must take the oath/affirmation as per these guidelines. The rules contain the general procedures for taking the cadet oath.

1.2. Cadet Oath Ceremony

Cadets will be sworn in by a person or judge appointed by the Ministry of Islamic Affairs.

1.3. Oath Ceremony Attendance

- Cadets must take the oath in the presence of MNCC officers during a special ceremony dedicated to this event.
- The ceremony will take place when at least 15 new cadets are present for oath taking.

1.4. Ceremony Program

The manner and structure of the cadet oath ceremony will follow the Cadet Oath and Weapon Handover Ceremony Working Program. (Annex-L).

2. Guidance for Conducting Handover of Weapons Ceremony

2.1. Designated Authority

The handover of weapons will be conducted by an Commissioned Officer of MNDF designated by the Ministry of Defence.

2.3. Instruction for weapon handling

A commissioned officer of MNDF will read out the Instructions for Weapon Handling (Annex-M).

2.3. Cadet Pledge by MNCC Officer

Cadets Pledge will be lead by an MNCC Officer.

SECTION 11: ACTIVITIES AND CIVIC ENGAGEMENTS

1. Physical Activities

Physical activities form the cornerstone of cadet development in the Maldives National Cadet Corps. The comprehensive physical training program encompasses a wide range of activities designed to build strength, endurance, and character while promoting teamwork and leadership skills. Weekly physical training sessions are mandatory for all cadets, supplemented by monthly team sports competitions that foster healthy competition and company cohesion. Annual fitness assessments help track individual progress and provide opportunities for cadets to demonstrate their abilities and build relationships across different companies.

Given the unique geographical configuration of Maldives, swimming and water safety are paramount in Cadet training programs. All cadets must achieve proficiency in basic swimming skills, including floating, treading water, and mastering fundamental strokes such as freestyle and breaststroke. Advanced water activities include lifesaving techniques, snorkeling, and basic diving skills.

2. Community Service

Community service is integral to the cadet training program, emphasizing the importance of civic responsibility and social awareness. Cadets regularly participate in island beach cleaning programs, and support services for the community. These activities instill a sense of responsibility and community pride in cadets. Each service project begins with careful planning, including needs assessment and resource allocation, followed by systematic implementation and impact evaluation.

Cadet community outreach programs create strong bonds between the Cadet Corps and local communities. Cadets organize and participate in open house events, conduct public safety education programs, and provide youth mentorship. Cadets also play significant roles in supporting national day celebrations, religious festivals, and cultural events. These activities help cadets develop organizational skills while contributing meaningfully to community life.

3. Disaster Response

Disaster response training prepares cadets to assist their communities during emergencies. This includes comprehensive training in basic disaster response, first aid, CPR, and evacuation procedures. Cadets participate in regular disaster drills and emergency response exercises, working alongside professional first responders to develop practical skills and experience. This preparation ensures that cadets can provide valuable support during natural disasters or other emergencies.

4. Cultural Activities

Cultural activities preserve and promote Maldivian heritage while developing cadets' appreciation for the national identity. Cadets learn and perform traditional arts, including folk dancing, music, and traditional proceedings. Cadets participate in cultural performances during national celebrations, school events, and community gatherings, helping to keep our cultural traditions alive and relevant for new generations.

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SECTION 12: SAFETY AND RISK MANAGEMENT

1. Safety and Risk Management

Safety and risk management is of paramount importance for all Maldives National Cadet Corps activities. MNCC's commitment to ensuring the wellbeing of cadets, instructors, and all participants drives every aspect of Cadet operations. This comprehensive approach combines preventive measures, thorough preparation, and clear response protocols to create a secure environment for cadet development.

2. General Safety Framework

The MNCC maintains an unwavering focus on safety through a culture of prevention and preparedness. Every cadet activity begins with careful consideration of potential risks and implementation of appropriate safety measures. The approach emphasizes the importance of proper planning, continuous monitoring, and immediate response to any safety concerns. This proactive stance ensures that we MNCC can achieve the training objectives while maintaining the highest safety standards.

Before any activity commences, MNCC Officers, Instructors and Senior Cadets are responsible to conduct thorough risk assessments that consider multiple factors affecting cadets safety. Environmental conditions, including weather patterns, terrain challenges, and marine conditions for water activities, receive careful evaluation. Cadets readiness will be assessed through examination of physical fitness levels, relevant skills, and medical conditions. Equipment and resources undergo rigorous inspection to ensure their reliability and availability when needed.

3. Activity Safety Protocols

Water activities, which form a significant portion of Cadet training program, receive particular attention in the safety framework. All water-based training requires the presence of certified lifeguards, mandatory use of life jackets, and strict adherence to weather and tide monitoring protocols. Safety zones shall be clearly marked, and emergency flotation devices should be readily accessible. Communication systems ensure immediate response to any water-related incidents.

Physical training activities follow structured safety protocols that begin with proper warm-up procedures and include regular hydration breaks. MNCC Officers, Instructors and Senior Cadets will carefully monitor cadet performance to prevent exhaustion and maintain appropriate training intensity levels. The program adapts to individual capabilities while encouraging steady progress in physical development.

Field activities incorporate comprehensive safety measures including clear boundary marking, implementation of the buddy system, and regular headcounts. Weather monitoring continues throughout these activities, with predetermined safe shelters identified and emergency rally points established. Clear communication channels remain active to ensure rapid response to any emerging situations.

4. Emergency Response Management

The emergency response system builds on careful preparation and clear procedures. Emergency services integration ensures rapid professional response when needed, while clear communication channels keep all relevant parties informed of the situation and required actions.

Natural disaster preparedness forms a crucial component of Cadet safety framework, particularly relevant in the island context. Regular drills, updated evacuation plans, and maintained emergency supplies ensure readiness for various scenarios.

5. Documentation of Safety Standards

Documentation plays a vital role in maintaining and improving Cadet safety standards. Detailed records track risk assessments, safety briefings, incident reports, and emergency drills. The documentation supports both immediate response needs and long-term safety improvements through careful analysis of patterns and outcomes.

The MNCC's dedication to safety and risk management reflects cadets' core value of protecting and nurturing cadets while providing challenging and rewarding development opportunities. Through careful attention to safety protocols, thorough preparation, and continuous improvement, MNCC Officers, Instructors and Senior Cadet shall maintain an environment where cadets can grow and develop with confidence in their security and wellbeing.

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ANNEX

Details	Annex
1. School Cadet Company Registration Form	Annex - A
2. Cadet Bio Data Form	Annex - B
3. Application for Participation in Cadet Activity	Annex - C
4. Cadet Activity Withdrawal Form	Annex - D
5. MNCC Instructor Enrollment Form	Annex - E
6. Application for MNCC Instructor Service Renewal	Annex - F
7. Camp Submission Form	Annex – G
8. Weapon Request Form	Annex – H
9. Cadet Oath and Weapon Handover Ceremony Program	Annex - G
10. Instructions for Weapon Handling	Annex - H
11. Promotion Request Form	Annex - I
12. Honor Guard Sketch	Annex - J
13. Procedure for conducting Honor Guard	Annex - K
14. Cadet Oath and Weapon Handover Ceremony Working Program	Annex - L
15. Instructions for Weapon Handling	Annex - M



MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex -A

SCHOOL CADET COMPANY REGISTRATION FORM

[write in blue or black pen in capital letters]

SCHOOL DETAILS

School Name:			
Atoll:		City / Island:	
Contact Number:		Email Address:	
School Motor:		Inaugurated Date:	

TEACHER IN-CHARGE OF CADET ACTIVITY

Name:		Designation:	
Contact Number:		Email Address:	
Total Number of Cadets:		Proposed Start Date of Activities:	
Boys:			
Girls:			

I, the undersigned, certify that the information provided above is accurate to the best of my knowledge. The school agrees to follow the guidelines and rules of the National Cadet Corps in the conduct of cadet activities. We understand the responsibilities and benefits of having MNCC activities in the school and are committed to ensuring the success of the program.

Principal's Name:	Signature:	School Stamp:

MNCC OFFICE USE ONLY

Authorized by:

Commanding Officer	STAMP	Date:	DD MM YYYY



MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex -B

CADET BIO DATA FORM

[write in blue or black pen in capital letters]

- Page 1 of 2 -

Attach PP size
color photograph
in school official
uniform

STUDENT'S DETAILS

School Name:			
Full Name:		Gender	
Date of Birth		National ID No:	
Present Address:		Atoll & Island:	
Permanent Address:		Atoll & Island:	
Index Number:		Contact Number:	

MEDICAL HISTORY

Health and Medical Information	Yes	No	If Yes, please specify the details
Do you have any allergies?			
Do you have any pre-existing medical conditions?			
Are you on any ongoing medication?			
Do you have any physical disabilities or conditions that may affect your participation in activities?			

PARENT / GUARDIAN'S DETAILS

Name:		Relationship:	
Contact Number:		Email Address:	
<p>I, the undersigned, give my consent for my child/ward, [Full Name of Cadet], to participate in the Maldives National Cadet Corps activities. I understand that the MNCC authorities may take appropriate actions in case of an emergency, and I authorize the necessary medical treatment if required.</p>			
Parent / Guardian Name:		Signature:	

SCHOOL OFFICIAL USE ONLY

Enlisted Date:	DD	MM	YYYY	Sworn Date:	DD	MM	YYYY	Wing:	
Resigned Date:	DD	MM	YYYY	GTC:	YYYY			Platoon & No:	
Reason for resignation:									

Promotion details					
Rank		Promoted date			School
1	Lance Corporal (LCPL)	DD	MM	YYYY	
2	Corporal (CPL)	DD	MM	YYYY	
3	Sergeant (SGT)	DD	MM	YYYY	
4	Staff Sergeant (SSGT)	DD	MM	YYYY	
5	Company Sergeant Major (CSM)	DD	MM	YYYY	
6	Junior Under Officer (JUO)	DD	MM	YYYY	
7	Senior Under Officer (SUO)	DD	MM	YYYY	
8	Battalion Under Officer (BUO)	DD	MM	YYYY	

Demotion Details					
Demoted Rank:		Demoted Date:	DD	MM	YYYY
Demoted Reason:					

Camps & Trainings			
#	Details	Duration	Location
1			
2			
3			
4			
5			
6			
7			

Participated Events & Parades (E.g.: School fair security event, MNCC requested events & Parades)					
#	Details	Date			Allocated squad
1		DD	MM	YYYY	
2		DD	MM	YYYY	
3		DD	MM	YYYY	
4		DD	MM	YYYY	
5		DD	MM	YYYY	
6		DD	MM	YYYY	
7		DD	MM	YYYY	
8		DD	MM	YYYY	



MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex -C

APPLICATION FOR PARTICIPATION IN CADET ACTIVITY

[write in blue or black pen in capital letters]

STUDENT'S DETAILS

Full Name:		Gender	
Date of Birth		National ID No:	
Present Address:		Atoll & Island:	
Permanent Address:		Atoll & Island:	
Index Number:		Contact Number:	

MEDICAL HISTORY

Health and Medical Information	Yes	No	If Yes, please specify the details
Do you have any allergies?			
Do you have any pre-existing medical conditions?			
Are you on any ongoing medication?			
Do you have any physical disabilities or conditions that may affect your participation in activities?			

PARENT / GUARDIAN'S DETAILS

Name:		Relationship:	
Contact Number:		Email Address:	

I, the undersigned, give my consent for my child/ward, [Full Name of Cadet], to participate in the Maldives National Cadet Corps activities. I understand that the MNCC authorities may take appropriate actions in case of an emergency, and I authorize the necessary medical treatment if required.

Parent / Guardian Name:	Signature:
	Date: DD MM YYYY



MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex -D

CADET ACTIVITY WITHDRAWAL FORM

[write in blue or black pen in capital letters]

STUDENT'S DETAILS

Full Name:		Gender	
Date of Birth		National ID No:	
Present Address:		Atoll & Island:	
Permanent Address:		Atoll & Island:	
Index Number:		Contact Number:	

CADET ACTIVITY DETAILS

Enlisted Date:	DD	MM	YYYY	Sworn Date:	DD	MM	YYYY	Wing:	
Withdrawal Date:	DD	MM	YYYY	GTC:		YYYY	Platoon & No:		
Reason for Withdrawal:									

PARENT / GUARDIAN'S DETAILS

Name:		Relationship:	
Contact Number:		Email Address:	
I, the undersigned, give my consent for my child/ward, [Full Name of Cadet], to withdraw from the Maldives National Cadet Corps activities.			
Parent / Guardian Name:		Signature:	
		Date: DD MM YYYY	

SCHOOL OFFICIAL USE ONLY

Equipment returned	Yes	No	Remarks:
Teacher in-charge of cadet activity:		Signature:	
		Date: DD MM YYYY	



MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex -E

Attach PP size
color photograph
in civilian cloths

MNCC INSTRUCTOR ENROLLMENT FORM

[write in blue or black pen in capital letters]

- Page 1 of 2 -

APPLICANT'S DETAILS

Name:			
Full Name:		Gender	
Date of Birth		National ID No:	
Present Address:		Atoll & Island:	
Permanent Address:		Atoll & Island:	
Index Number:		Contact Number:	

MEDICAL HISTORY

Health and Medical Information	Yes	No	If Yes, please specify the details
Do you have any allergies?			
Do you have any pre-existing medical conditions?			
Are you on any ongoing medication?			
Do you have any physical disabilities or conditions that may affect your participation in activities?			

REASON FOR JOINING MNCC AS AN INSTRUCTOR

--

PREVIOUS RECORD OF CADET ACTIVITY (if applicable)

Enlisted Date:	DD	MM	YYYY	Sworn Date:	DD	MM	YYYY	Wing:	
Withdrawal Date:	DD	MM	YYYY	GTC:		YYYY	Platoon & No:		
School Name									
Name of Teacher in-charge:									

- Page 2 of 2 -

Promotion details					
Rank		Promoted date			School
1	Lance Corporal (LCPL)	DD	MM	YYYY	
2	Corporal (CPL)	DD	MM	YYYY	
3	Sergeant (SGT)	DD	MM	YYYY	
4	Staff Sergeant (SSGT)	DD	MM	YYYY	
5	Company Sergeant Major (CSM)	DD	MM	YYYY	
6	Junior Under Officer (JUO)	DD	MM	YYYY	
7	Senior Under Officer (SUO)	DD	MM	YYYY	
8	Battalion Under Officer (BUO)	DD	MM	YYYY	

Camps & Trainings			
#	Details	Duration	Location
1			
2			
3			
4			
5			
6			
7			

Participated Events & Parades (E.g.: School fair security event, MNCC requested events & Parades)					
#	Details	Date			Allocated squad
1		DD	MM	YYYY	
2		DD	MM	YYYY	
3		DD	MM	YYYY	
4		DD	MM	YYYY	
5		DD	MM	YYYY	
6		DD	MM	YYYY	
7		DD	MM	YYYY	
8		DD	MM	YYYY	

PARENT / GUARDIAN'S DETAILS

Name:		Relationship:	
Contact Number:		Email Address:	
<p>I, the undersigned, give my consent for my child/ward, [Full Name of Cadet], to participate in the Maldives National Cadet Corps activities. I understand that the MNCC authorities may take appropriate actions in case of an emergency, and I authorize the necessary medical treatment if required.</p>			
Parent / Guardian Name:		Signature:	
		Date: DD MM YYYY	



MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex -F

APPLICATION FOR MNCC INSTRUCTOR SERVICE RENEWAL

[write in blue or black pen in capital letters]

Attach PP size
color photograph
in civilian cloths

INSTRUCTORS DETAILS

- Page 1 of 2 -

Name:			
Full Name:		Gender	
Date of Birth		National ID No:	
Present Address:		Atoll & Island:	
Permanent Address:		Atoll & Island:	
Index Number:		Contact Number:	

PREVIOUS INSTRUCTIONAL RECORD WITH MNCC

Enlisted Date:	DD	MM	YYYY	Previous Rank Held:	
Withdrawal Date:	DD	MM	YYYY	Previous Designation Held:	
Schools Companies Previously Assigned to:					
Specializations/certifications held:	#	Details of Specializations or Qualifications			
	1				
	2				
	3				
	4				

Camps & Trainings Attended as an Instructor

#	Details	Duration	Location
1			
2			
3			
4			
5			

ABSENCE INFORMATION

- Page 2 of 2 -

Duration of Absence:		Renewal Date:	DD	MM	YYYY
Reason for previous Departure:					

MEDICAL HISTORY

Health and Medical Information	Yes	No	If Yes, please specify the details
Do you have any allergies?			
Do you have any pre-existing medical conditions?			
Are you on any ongoing medication?			
Do you have any physical disabilities or conditions that may affect your participation in activities?			

EMERGENCY CONTACT DETAILS

Name:		Relationship:	
Contact Number:		Email Address:	

DECLARATION

I, the undersigned, declare that I, [Full Name of Instructor], wish renew my service with Maldives National Cadet Corps activities. I understand that the MNCC authorities may take appropriate actions in case of an emergency, and I authorize the necessary medical treatment if required.

Name:	Signature:
	Date: DD MM YYYY

MNCC OFFICE USE ONLY

Authorized by:

Commanding Officer	STAMP	Date: DD MM YYYY
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MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex -G

CAMP SUBMISSION FORM

[write in blue or black pen in capital letters]

School Name:					
Camp Level:	<input type="checkbox"/> Basic	<input type="checkbox"/> Advance	<input type="checkbox"/> NCO DP		
Purpose / Type of Camp:					
Camp Location:					
Participating Total Qty:		Boys:		Girls:	
Total No. of Instructors:		Total No. of Teachers:			

ADDITIONAL INFORMATION

Information	Yes	No	Details
First Aid Kit Availability:			
Is there a qualified medical professional or first aid trained staff member available on-site?			

Please submit the following documents with this form:

- Detailed information sheet of cadets participating in the camp along with health and medical information
- Emergency Procedures
- Contact details of camp instructors and Staff
- Transport details
- Meal plan & budget

Principal's Name:	Signature:	School Stamp:

MNCC OFFICE USE ONLY

Authorized by:

Commanding Officer	STAMP	Date: DD MM YYYY
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MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex -H

WEAPON REQUEST FORM

[write in blue or black pen in capital letters]

MNCC-WRF- DD/YYYY/MM

SCHOOL DETAILS

School Name:			
Purpose / Event:		Event Date:	
Contact Person:		Contact Number:	
MNCC Officer Name:		Requesting Quantity:	
Principle's Name:		Requested Date:	
Signature:		School Stamp:	

PRACTICE SCHEDULE

#	Date	Time	Location	Purpose
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

NOTE: Please be advised that requests for weapon for any events or purposes must be submitted to MNCC at least 7 days in advance, excluding weekends.

MNCC OFFICE USE ONLY

MoD Letter		MoE Letter	
Sent date:		Sent date:	
Assigned Instructor:		Coordinator Name:	



MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex - I

PROMOTION REQUEST FORM

[write in blue or black pen in capital letters]

- Page 1 of 2 -

School Name:				
Rank & Name:				
NID:		Index:		Class:
Enlisted Date:		Sworn Date:		Last Promoted Date:
Evaluation period:				
Proposing Rank:				

The following sections assess the cadet's performance and suitability for promotion. Rate the scale with 1 being poor and 5 being exceptional.

Leadership Skills			
#	Details	Marks	Remarks
1	Teamwork and collaboration		
Work Ethic and Reliability			
1	Consistency in performance		
2	Punctuality		
3	Attendance		
Physical Fitness			
1	Performance in physical test		
2	Overall fitness level		
Attitude and Professionalism			
1	Adherence to dress code and grooming standards		
2	Respect for rules, regulations, and authority		
3	Positive attitude towards work and fellow members		
4	Adaptability to change		
5	Commitment to the programme		
Foot Drill			
1	Drill in the squad		
2	Drill commands		
3	Drill and ceremony performance		
4	Skills and knowledge		

Academic			
#	Details	Marks	Remarks
1	Grades in Cadet program – related Subjects		
2	Written Examinations		
3	General School Academic Performance		
4	Class Teacher's Evaluation		
Trainings Conducted			
Recommendation by Instructors			
Recommendation by Teacher in charge of Cadet			

I hereby confirm that the information provided in this form regarding the mentioned student's promotion recommendation is accurate, complete, and truthful to the best of my knowledge. This evaluation has been conducted with full transparency, ensuring fairness and objectivity in assessing the student's eligibility for promotion. All criteria and standards have been followed in accordance with the MNCC's promotion policies.

Prepared By:		Endorsed By:	
Name:		Name:	
Designation:		Designation:	
Date:		Date:	
Signature:		Signature:	
Stamp:			



MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

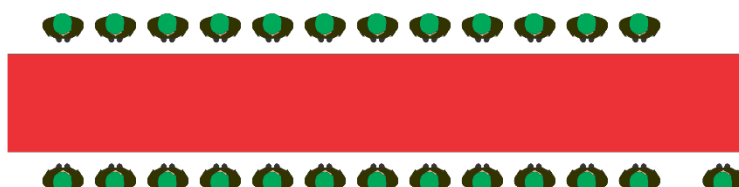
Annex -J

HONOR GUARD SKETCH

Honor Guard 01 with 49 Cadets including the Commander



Honor Guard 02 with 25 Cadets including the Commander





Republic of Maldives, Male'

مَعْرِفَةُ الْوَسْطَى وَالْمَعْرِفَةُ الْمَعْرِفَةِ

[illegible][illegible][illegible]



MALDIVES NATIONAL CADET CORPS

Ministry of Education
Republic of Maldives, Male'

Annex -L

CADET OATH AND WEAPON HANDOVER CEREMONY WORKING PROGRAM

1. ހަވާލުކުރުމުގެ ރަސްމީ ރިވާޖު

- 1.1 ސަރުކާރުގެ ފަރާތުން ރަސްމީ ރިވާޖު ދަންނަވާ ފަރާތްތަކުގެ ނަންބަރު
- 1.2 ރަސްމީ ރިވާޖު ފަދަ ގޮތުގައި ހިންގަންނަ ފަރާތްތަކުގެ ނަންބަރު
- 1.3 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.4 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.5 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.6 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.7 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު (ނަންބަރު ނުވާނެ ފަރާތްތަކުގެ ނަންބަރު)
- 1.8 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.9 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.10 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.11 ސަރުކާރުގެ ފަރާތުން ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.12 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.13 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
- 1.14 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު

2. ހަވާލުކުރުމުގެ ރަސްމީ ރިވާޖު

- 2.1 ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
 - ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
 - ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
 - ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު
 - ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު ރަސްމީ ރިވާޖު ހިންގާ ފަރާތްތަކުގެ ނަންބަރު

[illegible][illegible]

[illegible]

- اَلْحَمْدُ لِلّٰهِ الَّذِيْ رَزَقَنَا مِنْ غَيْرِ مِثْلِهِ
- مَسْجِدُ اَلْمَدِيْنَةِ رَجْعُ مَسْجِدِ دُرِّ مَعْنَا وَوَرَقَاتُهَا مَقَوَّرَةٌ مَشْهُورَةٌ وَدُرُّهَا قَرِيْبٌ مَشْهُورٌ

[illegible][illegible]

INSTRUCTIONS FOR WEAPON HANDLING

31 2 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015 1016 1017 1018 1019 1020 1021 1022 1023 1024 1025 1026 1027 1028 1029 1030 1031 1032 1033 1034 1035 1036 1037 1038 103

[illegible]

1. $\frac{1}{x^2} = x^{-2}$ $\frac{d}{dx} x^{-2} = -2x^{-3} = -\frac{2}{x^3}$ $\frac{d}{dx} \frac{1}{x^2} = -\frac{2}{x^3}$
 $\frac{d}{dx} \frac{1}{x^3} = \frac{d}{dx} x^{-3} = -3x^{-4} = -\frac{3}{x^4}$
 $\frac{d}{dx} \frac{1}{x^4} = \frac{d}{dx} x^{-4} = -4x^{-5} = -\frac{4}{x^5}$
 $\frac{d}{dx} \frac{1}{x^5} = \frac{d}{dx} x^{-5} = -5x^{-6} = -\frac{5}{x^6}$
 $\frac{d}{dx} \frac{1}{x^6} = \frac{d}{dx} x^{-6} = -6x^{-7} = -\frac{6}{x^7}$
 $\frac{d}{dx} \frac{1}{x^7} = \frac{d}{dx} x^{-7} = -7x^{-8} = -\frac{7}{x^8}$
 $\frac{d}{dx} \frac{1}{x^8} = \frac{d}{dx} x^{-8} = -8x^{-9} = -\frac{8}{x^9}$

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