

NJROTC Drill Manual

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CHAPTER 1

INTRODUCTION TO DRILL

1000. GENERAL

1. The Naval Junior Reserve Officers Training Corps Drill Manual is designed to provide uniformity and standardization for all NJROTC organizations. This manual prescribes procedures for all close order drill and military ceremonial evolutions.

*2. The NJROTC Drill Committee conducted a review of all drill concerning NJROTC in order to standardize the way drill is conducted for cadets. As a result, this manual was developed to mirror MCO P5600.20, Marine Corps Drill and Ceremonies Manual (MCDCM), but was tailored to meet the needs of NJROTC at the company and battalion level. **Effective immediately, this manual is the primary source document for all NJROTC drill issues at the company and battalion level, including area drill competitions and NJROTC National competition.** In cases involving regimental units, such units may need to refer to the MCDCM. Instructors will only deviate from prescribed procedures when expressly authorized.

*3. Online Access

a. MCO P5060.20. Units may access the MCDCM at http://www.marines.mil/Portals/59/Publications/MCO%20P5060.20%20W%20CH%201_4.pdf.

b. NJROTC Drill Manual. Units may access this drill manual at <https://sites.google.com/a/navyjrotc.us/curriculum-download/>. This website not only contains an electronic version of this manual but also sample LOIs for the various ceremonies described in this manual.

*4. Changes to this manual. Your recommendations/comments to improve this manual are welcome. Please forward any recommendations to the Curriculum Director via your Area Curriculum Advisory Board Representative and Area Manager.

5. Training Time Out. During military drill exercises, a Training Time Out (TTO) should be called if cadets and/or instructors are concerned for their personal safety, or safety of others. When a TTO has been called, the military drill exercise must stop, the discrepancy corrected, and then if possible, continue the training. The TTO is an appropriate means for a cadet to obtain relief if he or she is experiencing pain, heat stress, or other serious discomfort during military drill.

1001. PURPOSE OF DRILL

1. Commanders use drill to:

- a. Move units from one place to another in a standard, orderly manner.
- b. Teach discipline by instilling habits of precision and automatic response to orders.
- c. Increase the confidence of cadets through the exercise of command, by the giving of proper commands, and by the control of drilling troops.
- d. Give cadets an opportunity to handle individual weapons.

2. Purpose of Formations

- a. To build unit cohesion and esprit de corps by recognizing cadets during award and promotion ceremonies.
- b. To maintain continuous accountability and control of personnel.

- c. To provide frequent opportunities to observe the appearance and readiness of the uniforms, arms, and equipment of the individual Cadet.
- d. To keep the individual Cadet informed by providing the means to pass the word.
- e. To develop command presence in unit leaders.
- f. To instill and maintain high standards of military bearing and appearance in units and in the individual Cadet.
- g. To add color and dignity to the daily routine by reinforcing the traditions of excellence associated with close order drill.

3. Scope. This manual prescribes drill for general use. Diagrams shown must be adapted to the strength of the unit and available space. Unless otherwise stated, whenever the masculine gender is used, both male and female gender is implied.

1002. DEFINITIONS. The following definitions are standard terms used throughout this manual.

1. Alignment. The dressing of several elements on a straight line.
2. Assembly Area. A designated location for forming units of platoon size or larger in preparation for a parade, review or ceremony.
3. Arms. A term used to normally designate the service rifle but can refer to any weapon. When in formation and a mix of weapons is carried the term arms will be used to designate all types of weapons.
4. Base. The element on which a movement is regulated.
5. Cadence. A rhythmic rate of march at a uniform step.
6. Center. The middle element of a formation with an odd number of elements (See figure 1-1a) or the left center element of a formation with an even number of elements. (See figure 1-1b.)
7. Ceremony. A formal military formation designated to observe a specific occasion.
8. Column. A formation in which elements are placed one behind the other. A section or platoon is in column when members of each squad are one behind the other with the squads abreast of each other.
9. Commander of Troops (COT). The COT is the senior Cadet taking part in the ceremony.

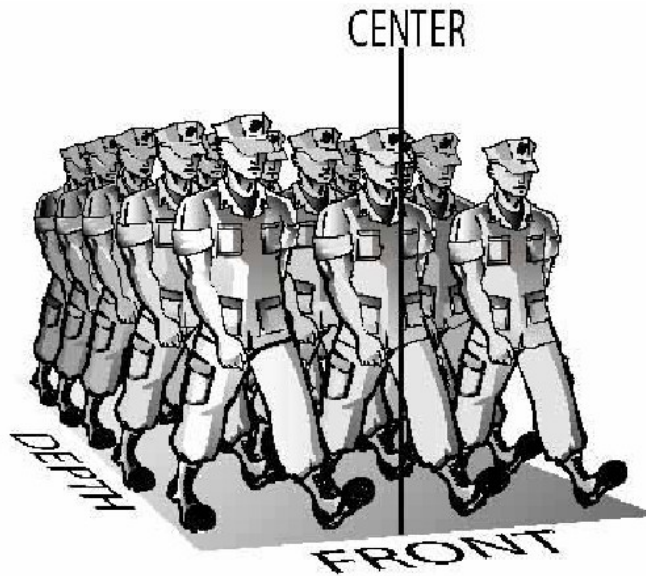


Figure 1-1a.--Center (Odd Number of Elements), Depth, and Front.

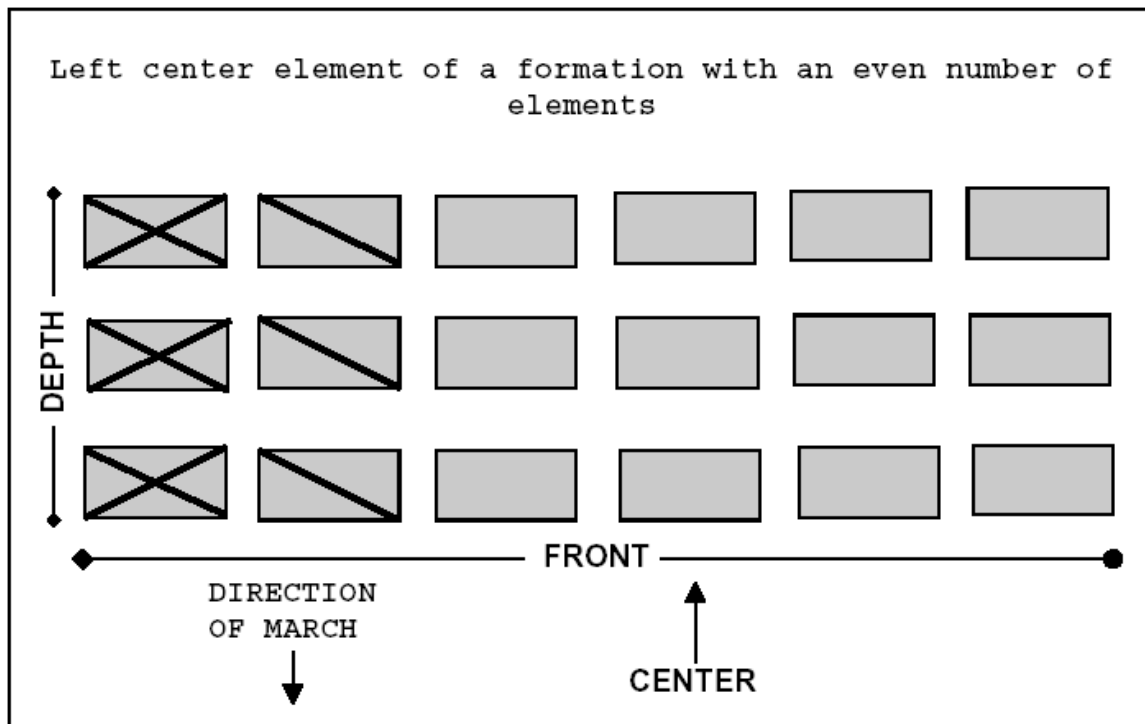


Figure 1-1b. --Center, Even Number of Elements.

10. Depth. The space from head to rear of an element or a formation. (See figure 1-1a.) The depth of an individual is considered to be 12 inches.

11. Distance. The space between elements in the direction of depth. Between individuals, the space between your chest and the person to your front. Between cadets in formation, the space from the front of the rear unit to the rear of the unit in front. Platoon commanders, guides, and others whose positions in a formation are 40 inches from a rank are, themselves, considered a rank. Otherwise, commanders and those with them are not considered in measuring distance between units. The color guard is not considered in measuring distance between subdivisions of the unit with which it is posted. In Cadet formations, the distance between ranks is 40 inches. (See figure 1-2.)

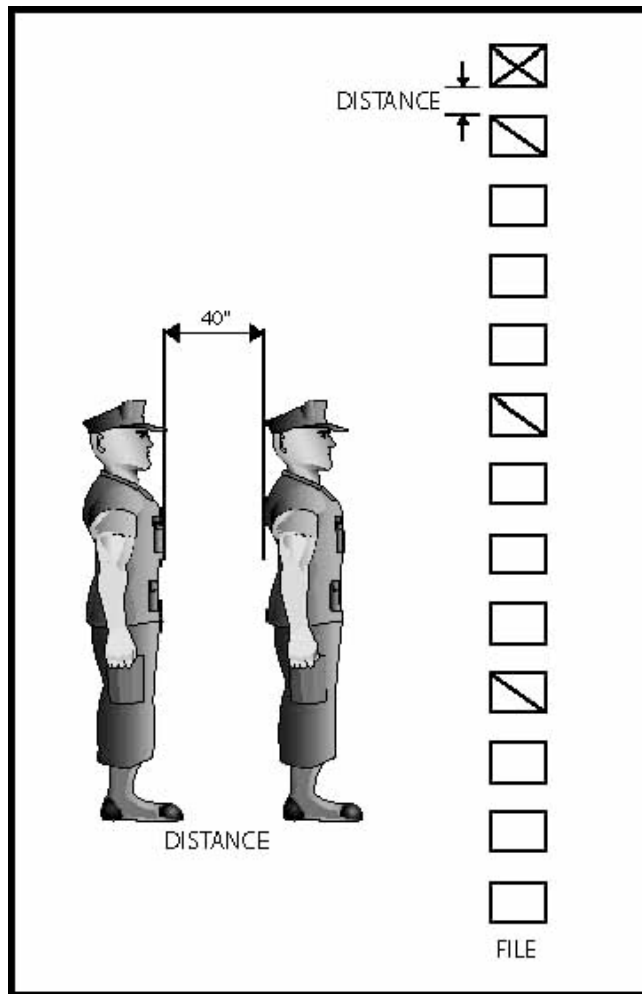


Figure 1-2.--Distance and File.

12. Double Time. Cadence at 180 steps (36 inches in length) per minute.
13. Element. An individual, squad, section, platoon, company, or other unit that is part of a larger unit.
14. Extended Mass Formation. The formation of a company or larger unit in which major elements are in column at close or normal interval and abreast at a specified interval greater than normal interval.
15. File. A single column of cadets one behind the other.
16. Flank. The right or left extremity of a unit, either in line or in column. The element on the extreme right or left of the line. A direction at a right angle to the direction an element or a formation is facing.
17. Formation. Arrangement of elements of a unit in line, in column, or in any other prescribed manner.

18. Front. The space occupied by an element or a formation, measured from one flank to the other. (See figure 1-1a.) The front of an individual is considered to be 22 inches.

19. Guide. The individual (base) upon whom a formation, or other elements thereof, regulates its march. To guide: to regulate interval, direction, or alignment; to regulate cadence on a base file (right, left, or center).

20. Head. The leading element of a column.

*21. Interval. The lateral space between elements on the same line. (See figure 1-3.) Interval is measured between individuals from shoulder to shoulder. It is measured between elements other than individuals and between formations from flank to flank. Unit commanders and those with them are not considered in measuring interval between elements of the unit. Normal interval between individuals is one arm's length. Close interval is the horizontal distance created when the heel of the hand is placed on the hip with the fingers extended and joined and thumb along the hand (fingers pointed down).

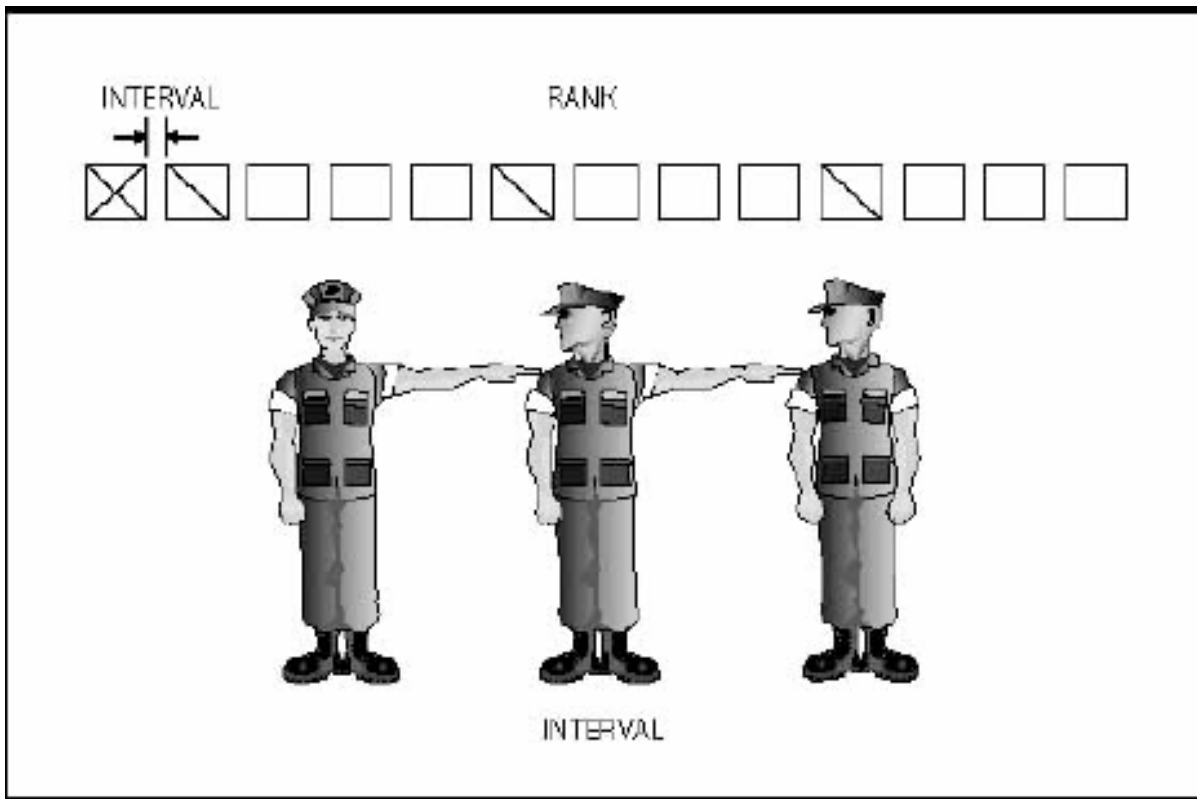


Figure 1-3.--Interval and Rank.

22. Left (Right). Extreme left (right) element or edge of a body of cadets.

23. Line. A formation in which the elements are side by side or abreast of each other. A section or platoon is in line when its squads are in line and one behind the other.

24. Line of March. The line on which individuals or units are to march on.

25. Line of Troops. The line on which cadets are to form when in formation.

26. Loosened Sling. Indicates a sling adjusted for the movement sling arms.

27. Mass Formation. The formation of a company or larger unit in which the major elements are in column at close interval and abreast at close interval.

28. Muffling. The procedure of draping colors for mourning with a mourning streamer or black bunting. It also refers to the process of muffling the musical instruments of a band for specific types of ceremonies.

29. Pace. The length of a full step in quick time, 30 inches.
30. Parade. A parade is a ceremony that involves the movement of marching units.
31. Parade Sling. A sling that has all excess slack removed and is taut. The keeper is adjusted and locked in a position next to the sling tip.
32. Piece. An individual firearm such as a rifle.
33. Point of Rest. The point toward which all elements of a unit establish their dress or alignment.
34. Quick Time. Cadence at 112 to 120 steps (12, 15, or 30 inches in length) per minute. It is the normal cadence for drills and ceremonies.
35. Rank. A line of cadets placed side by side.
36. Review. A review is a type of ceremony that omits certain elements found in a parade, but includes an inspection (trooping the line) not found in a parade.
37. Rigged. This term refers to the condition when uniforms and equipment are properly fitted out in the manner for which they were intended for use. Swords are considered rigged when attached to the sword sling. A Cadet is rigged when wearing the prescribed uniform or equipment.
38. Slow Time. Cadence at 60 steps per minute. Used for funerals only.
39. Snap. In commands or signals, the quality that inspires immediate response. In drill the immediate and smart execution of a movement.
40. Step. The distance from heel to heel between the feet of a marching individual. The half step and back step are 15 inches. The right and left steps are 12 inches. The steps in quick and double time are 30 and 36 inches, respectively.
41. Unit Leader. The individual who is drilling the unit. This can be any individual who is conducting drill or can be those assigned a specific billet such as squad leader, mustering petty officer, platoon commander, etc.
42. Strong Grip. The strong grip is when the thumb is wrapped around the front of the staff with the fingers wrapped to the rear. (See figure 1-4.)
43. "V" Grip. The "V" grip is with the staff placed in the "V" formed by the thumb and forefinger with the fingers extended and joined. (See figure 1-5.)



Figure 1-4. Strong Grip.



Figure 1-5. "V" Grip.

1003. INSTRUCTING DRILL

1. Training cadets in drill is an important duty. From the beginning of their assignment as leaders, cadets should take pride in being considered efficient in teaching drill. If they know the drill regulations and how to instruct, they will gain the respect and confidence of those they command.
2. In addition, good leaders must:
 - a. Follow regulations strictly, as an example to the cadets under instruction.
 - b. Have energy, patience, and spirit.
 - c. Have military neatness and bearing.
 - d. Observe cadets closely, immediately correcting any mistakes noted.
3. When instructing drill movements the system described by the acronym P.C.W.C. will be used to ensure all required information is provided. P.C.W.C. stands for:
 - (P) Purpose of the movement.
 - (C) Number of Counts involved in its execution.
 - (W) When the movement may be executed.
 - (C) Commands to cause the movement to be executed.
4. When instructing drill movements for unit movement the system described by the acronym P.F.W.C will be used to ensure all required information is provided. P.F.W.C. stands for:
 - (P) Purpose of the movement.
 - (F) Formation from which the movement is executed.
 - (W) When the movement may be executed.
 - (C) Commands to cause the movement to be executed.
5. When the leader corrects a movement, the individual or unit should immediately be required to repeat the movement properly.
6. Before a drill period, a leader should thoroughly study the movements to be executed.
7. When teaching drill, leaders may place themselves wherever they can best control the cadets, make corrections, and ensure proper performance.
8. The leader briefly explains and demonstrates each new movement prior to its execution by the cadets. The cadets should take proper positions unassisted. Each position or movement must be thoroughly understood before another is attempted.
9. Drill periods should be short but frequent. Snap should be required in every movement.

1004. INSTRUCTION GROUPS

1. The basic instruction group is the squad. Its size facilitates individual instruction.
2. Cadets who learn slowly should be placed in special squads. The best leaders available should drill these squads.

1005. COMMANDS AND THE COMMAND VOICE

1. There are four types of commands: preparatory commands, commands of execution, combined commands, and supplementary commands. All commands in this manual are shown in quotation marks and **bold print**, e.g., "**Present, ARMS.**"

a. The preparatory command indicates a movement is to be made and may also indicate the direction of the movement. In this manual, preparatory commands are shown beginning with a capital letter followed by lower case letters. The comma indicates a pause between the preparatory command and the command of execution. Examples would be "**Forward,**" "**Left,**" "**Platoon,**" "**About,**" etc.

b. The command of execution causes the desired movement to be executed. In this manual, commands of execution are shown in **CAPITAL LETTERS**. Examples would be "**MARCH,**" "**FACE,**" "**ATTENTION,**" etc.

c. With the combined command, the preparatory command and the command of execution are combined. In this manual combined commands are shown in **UNDERLINED CAPITAL LETTERS**. Examples would be "**AT EASE,**" "**REST,**" "**FALL IN,**" etc.

d. Supplementary commands are commands that cause the component units to act individually. An example would be the commands squad leaders would give to their individual squads following the platoon commander's preparatory command, "**Column of Files From the Right,**" and before the command of execution "**MARCH.**" In this manual, supplementary commands may be shown as preparatory commands, commands of execution or combined commands, depending on the movement.

2. When giving commands, commanders face their cadets.

a. For company formations or larger, when commanding marching cadets from the head of a column or massed formations, commanders march backward while giving commands.

b. When commanding a unit that is part of a larger unit, commanders turn their heads to give commands, but do not face about except when the unit is halted and the smaller units are in line. In this case, the leader faces about to give all commands except to repeat preparatory commands, for which turning the head is sufficient.

3. Commanders of platoons and larger units, when drilling as a part of a still larger unit, repeat all preparatory commands or give the proper new command or warning. There are three exceptions to this.

a. The first is that no repetition is necessary for combined commands such as "**FALL IN,**" "**FALL OUT,**" "**REST,**" or "**AT EASE.**"

b. The second is that no repetition of command is necessary when a unit is in mass formation.

c. The third exception is that no repetition of command is necessary during parades and ceremonies where the commander of troops, adjutant, etc., may be clearly heard by all hands; or the commander of troops and adjutant give combined commands and subordinate unit commanders cause their units to execute the command independently (e.g., when the regimental commander gives the combined command to "**PORT ARMS**" subordinate battalion commanders would give the command of "**Port, ARMS,**" so that their battalion would execute the command as an independent unit of the regiment).

4. If at a halt, the commands for movements, which involve marching at quick time in a direction other than to the direct front, such as "**Column Right, MARCH,**" are not prefaced by the preparatory command, "**Forward.**"

5. The only commands that use unit designations, such as "**Battalion**" or "**Company,**" as preparatory commands are "**ATTENTION**" and "**HALT.**" Such commands shall have no further designation added (e.g., "First Battalion, **ATTENTION**" or "**Company C, HALT**"). Commands shall be given only as stated herein.

6. A command must be given loud enough to be heard by all members of a unit.

a. Good posture, proper breathing, and the correct use of throat and mouth muscles

help develop a commander's voice.

b. Projecting the voice enables one to be heard at maximum range without undue strain. To project a command, commanders must focus their voices on the most distant individuals. Good exercises for voice projection are:

- (1) Yawning to get the feel of the open mouth and throat.
- (2) Counting and saying the vowel sounds "oh" and "ah" in a full, firm voice.
- (3) Giving commands at a uniform cadence, prolonging each syllable.
- (4) When practicing, stand erect, breathe properly, keep the mouth open wide, and relax the throat.

c. The diaphragm is the most important muscle in breathing. It is the large horizontal muscle that separates the chest from the abdomen. It automatically controls normal breathing, but must be developed to give commands properly. Deep breathing exercises are one good method of developing the diaphragm. Another is to take a deep breath, hold it, open the mouth, relax the throat muscles, and snap out a series of fast "hats" or "huts." Expelling short puffs of air from the lungs should make these sounds. If properly done, you can feel the stomach muscles tighten as the sounds are made.

d. The throat, mouth, and nose act as amplifiers. They give fullness to and help project the voice. In giving commands, the throat should be relaxed. The lower jaw and lips should be loose. The mouth should be open wide and the vowel sounds (a, e, i, o, u) should be prolonged. Consonants (letters other than vowels) and word endings should be curt and sharply cut off.

e. The position of attention is the proper position for giving commands. A leader who demonstrates exceptional bearing will be imitated by other cadets, and those cadets will be inspired to respond to commands with snap and precision. All cadets commanding armed troops will be armed. When giving commands, drilling troops, or making reports, the rifle will be carried at right shoulder arms, and the sword will be carried at the carry sword position. Facing movements by commanders of armed troops may be executed while at right shoulder arms (See figure 1-6b).



a. Position of Attention



b. Right Shoulder Arms



c. Carry Sword

Fig. 1-6 Correct Position for Giving Commands.

f. Distinct commands inspire cadets. Muffled or unclear commands confuse them. All commands can be given correctly without loss of effect or cadence. To give distinct commands, you must emphasize enunciation; make full use of the tongue, lips, and lower jaw; practice giving commands slowly, carefully, and in cadence; and then increase the rate of delivery until the proper rhythm (112 to 120 beats per minute) is reached and each syllable is distinct. Raising the hand to the mouth to aid in projecting commands is not proper.

g. Inflection is the rise and fall in pitch, the tone changes of the voice.

(1) Preparatory commands should be delivered with a rise and inflection in the voice (e.g., "BaaaTALion," "PlaaaTOON," "FoorWARD," "TO the REAR," etc.). In particular those preparatory commands that cause supplemental movements should be heavily accentuated on the last syllable (e.g., the command "**Present, ARMS,**" the preparatory command Preee(pause) ZENT" causes those armed with swords to execute the first count of the movement and the national color to go to the carry.) Another example is "**Officers, Center, MARCH.**" On the preparatory command of "OffiCERS," those armed with swords go to the carry, on the preparatory command of "CennnTER," the officer's step and/or face).

(2) A command of execution is given in a sharper and higher pitch than the tone of the preparatory command's last syllable. A good command of execution has no inflection, but it must have snap. It should be delivered with sharp emphasis, ending like the crack of a whip. If properly given, troops will react to it with snap and precision.

(3) Combined commands such as "**FALL IN**" are delivered without inflection. They are given in the uniform high pitch and loudness of a command of execution.

1006. GENERAL RULES FOR DRILL

1. Certain drill movements may be made toward either flank. This manual explains such movements in one direction only. To move to the other direction, it is necessary to substitute the word "left" for "right" as shown in parentheses.

2. The command, "**AS YOU WERE,**" cancels a movement or order started but not completed. At this command, troops should resume their former positions.

3. While marching, alignment is maintained toward the right, except:

a. Upon the command "**GUIDE LEFT**" or "**GUIDE CENTER,**" alignment is maintained toward the left or center until the command "**GUIDE RIGHT**" is given.

b. Regardless of the direction in which alignment is established, at the command of execution for a drill movement involving marching, the direction of alignment is toward direction of the movement (e.g., if the command of **Column Left, MARCH**" is given, the unit aligns to the left until the column movement is completed.).

Upon completion of the drill movement, alignment will be in the direction established prior to commencing the movement.

c. In a column of platoons, the guide of the leading platoon controls direction and distance, and maintains the cadence counted by the commander. Guides of the following platoons control distances and follow the direction and cadence set by the leading guide.

4. Slight changes in direction are made by:

a. Adding "**Half**" to the preparatory command for turning or column movements; for example, "**Column Half Right (Left), MARCH,**" changes direction 45 degrees.

b. At the command "**INCLINE TO THE RIGHT (LEFT),**" guides change their direction of march slightly to the right (left).

5. Platoons in a company and individuals in a squad are numbered from right to left in line, and from front to rear in column. Squads in a platoon are numbered from front to rear in line and from left to right in column.

6. Posts of officers, noncommissioned officers, guidon bearers, and special units are shown in figures or explained later in this manual.

a. Changes of post are made by the most direct route, unless specifically prescribed. The movement is made as soon as possible after the command of execution. Persons who have duties in connection with the movement take their new posts after those duties have been performed. Individuals moving from one post to another or aligning units must maintain military bearing. All necessary facings and changes of direction must be made as if drilling.

b. After the initial formation, guidon bearers and special units maintain their positions with respect to the flank or end of the organization with which they were originally posted.

c. Refer to paragraph 1004.6e of this manual for proper positions.

7. Whenever drill movements are executed while cadets are marching, the command of execution is given as the left foot strikes the deck if the movement is to the left, and as the right foot strikes the deck if the movement is to the right. The one exception is when executing left shoulder arms from port arms; the command of execution will be given on the right foot. See table 1-1 for the suggested foot to give commands on while marching.

8. The cadence of commands should be that of quick time, even though no marching is involved. The pause between preparatory commands and commands of execution should be adapted to the size and formation of the unit.

a. The best pause to allow for a squad or platoon while marching is one count or step between the two commands. See table 1-1 for the suggested foot to give commands on while marching.

(1) To develop the proper cadence for commands at a halt, count ONE, TWO, THREE, FOUR in quick time. Then give commands, such as "**Right, FACE,**" without interrupting the cadence:

ONE	TWO	THREE	FOUR
" Right,	(Pause)	FACE"	

(2) Marching commands, such as "**By the Right Flank, MARCH,**" must be started so the preparatory command will end as the foot in the desired direction of movement strikes the deck. There is then a full count before the command of execution, which is given on the same foot. See table 1-1 for the suggested foot to give commands on while marching.

b. For a company or larger unit, the intervals must be longer. This is necessary for leaders of component units to repeat preparatory commands, give warning, or supplementary commands. The following example shows the proper cadence for the command **"Right, FACE"** to a company:

ONE	TWO	THREE	FOUR
(Company	(Platoon		(Company
Commander)	Commander)		Commander)
"Right,	{"Right"}		FACE"

c. Cadets commanding armed troops will be armed. When giving commands, drilling troops, or making reports, the rifle will be carried at right shoulder arms, the sword will be carried at the carry sword position. Facing movements by commanders of armed troops may be executed while at right shoulder arms.

1007. DRILL BY THE NUMBERS

1. Drill movements may be divided into individual motions for instruction. When drill is executed by the numbers, the first motion is made on the command of execution. Subsequent motions are made in proper order on the commands TWO, THREE, FOUR, the number of counts depending upon the number of motions in the movement. To use this method, the command "**BY THE NUMBERS**" precedes the preparatory command. All movements are then executed by the numbers until the command "**WITHOUT NUMBERS**" is given.

RIGHT	LEFT	RIGHT	LEFT	RIGHT	LEFT	WHEN GIVEN
		"Squad,	(Step)	HALT"		From column or flank
	"Pla	toon,	(Step)	HALT"		From column or flank
	"Com	pany	(Step)	HALT"		From column or flank
	"Right	Turn,	(Step)	MARCH"		While marching in company mass the color guard or staff
"Left	Turn,	(Step)	MARCH"			As above
"Counter	March,	(Step)	MARCH"			For color guards.
"Mark	Time,	(Step)	MARCH"	MARCH"		May be given as either foot strikes the deck from line, column or oblique
"Half	Step,	(Step)	MARCH"	MARCH"		May be given as either foot strikes the deck from line, column or oblique
"For	Ward,	(Step)	MARCH"			From mark time or half step in column or flank
"By The	Right	Flank,	(Step)	MARCH"		From column or flank
RIGHT	LEFT	RIGHT	LEFT	RIGHT	LEFT	WHEN GIVEN
	"By The	Left	Flank,	(Step)	MARCH"	From column or flank
	"Column	Right,	(Step)	MARCH"		From column
"Column	Left	(Step)	MARCH"			From column
"Column	Half	Right,	(Step)	MARCH"		From column
	"Column	Half	Left,	(Step)	MARCH"	From column
	"To The	Rear,	(Step)	MARCH"		From column or flank
	"Right	oblique	(Step)	MARCH"		From column
"For	ward,	(Step)	MARCH"			From right oblique
"Pla	toon,	(Step)	HALT"			From right oblique
	"In	Place,	(Step)	HALT"		To halt in the right oblique while marching at quick time, mark time or half step.
"Re	sume,	(Step)	MARCH"			To resume marching in the left/right oblique from in place halt, mark time or half step
Left O	blique	(Step)	MARCH"			From Column
	"For	ward,	(Step)	MARCH"		From left oblique
	"Pla	toon,	(Step)	HALT"		From left oblique
	"In	Place,	(Step)	HALT"		To halt in the left oblique while marching at quick time, mark time or half step.
"Close,	(Step)	MARCH"				To close the interval in column marching
"Ex	tend,	(Step)	MARCH"			To extend the interval in column marching

COMMANDS FOR THE MANUAL OF ARMS WHILE MARCHING

"Port,	(Step)	ARMS"				From the left shoulder
"Left	Shoul,	der,	(Step)	ARMS"		From port arms
	"Left	Shoul	der,	(Step)	ARMS"	From right shoulder
"Right	Shoul,	der,	(Step)	ARMS"		From left shoulder or port
	"Port,	(Step)	ARMS"			From right shoulder

Table 1-1.--Suggested Foot to Give Marching Commands On.

1008. MASS COMMANDS AND INDIVIDUAL COMMANDS FROM RANKS

1. Mass Commands. The use of mass commands in drill develops confidence and team spirit. It also teaches cadets to give and execute commands properly.

a. The initial command is **"At Your Command."** The leader then gives a preparatory command that describes the movement, for example, **"At Your Command, Face the Platoon to the Right, COMMAND."** After this, all members of the platoon command, **"Right, FACE"** together and execute it. Another mass command example is **"At Your Command, Call the Platoon to Attention, COMMAND."** The cadets command, **"Platoon, ATTENTION."**

b. Marching movements may be conducted in a similar manner as follows: **"ALL MOVEMENTS UNTIL FURTHER NOTICE WILL BE AT YOUR COMMAND."**

(1) LEADER: **"Call the Platoon to Attention, COMMAND."**TROOPS: **"Platoon, ATTENTION."**

(2) LEADER: **"Forward, COMMAND."** TROOPS: **"Forward, MARCH."**

(3) LEADER: **"By the Right Flank, COMMAND."** TROOPS: **"By the Right Flank, MARCH."**

c. Only simple movements with short preparatory commands are used for mass commands. Preparatory commands that require supplemental commands by subordinate leaders are not used.

d. In order to return to normal drill methods, the instructor orders **"At My Command."**

2. Individual Commands From Ranks. As an aid in training cadets to give commands properly, cadets in ranks may be designated to give individual commands. This should be done only after a unit has learned to execute commands and give mass commands. The leader designates the cadet who is to give the command by name or place in ranks. He may be designated while the unit is marching or halted. The leader describes the movement to be made, as in mass commands, but does not add **"COMMAND."** The designated cadet remains in position and gives the appropriate command, executing the command with the unit.

3. Counting Cadence. Counting cadence by cadets in ranks teaches them group coordination and rhythm. The command is **"Count Cadence, COUNT,"** or **"Delayed Cadence, COUNT."** The command of execution being given as the left foot strikes the deck. Everyone then counts cadence for 8 steps, starting when the left foot next strikes the deck. They should be required to do so in a firm, vigorous manner.

"Count Cadence, COUNT"

Step	LEFT	RIGHT	LEFT	RIGHT	LEFT	RIGHT	LEFT	RIGHT
Count	One	Two	Three	Four	One	Two	Three	Four

"Delayed Cadence, COUNT"

Step	LEFT	RIGHT	LEFT	RIGHT	LEFT	RIGHT	LEFT	RIGHT
Count	One		Two		Three		Four	
	One		Two		Three		Four	
	One	Two	Three	Four	One	Two	Three	Four

1009. ADVANCED DRILL PROCEDURES

1. Cadence Drill (Speed Drill). Cadence drill is an advanced form of drill. It is used only with cadets who have learned basic drill as prescribed in this manual. It provides variety for well-trained cadets and "liven up" a drill period. In cadence drill, the commander, abbreviates preparatory commands and deletes the pause between the preparatory command and the command of execution. Each time a commander uses this form of drill, he must explain that the unit is departing from prescribed drill. Cadence drill is suitable for platoon and smaller units. Examples of cadence drill are:

Step	LEFT	RIGHT	LEFT	RIGHT
Command(s)			Flank	MARCH"
	"Left	Flank	MARCH"	
	"Rear	MARCH"		

*2. Trick (Exhibition) Drill. As with cadence drill, this form of drill is used only with cadets who have thoroughly learned all prescribed drill and cadence drill. Additionally, it may be used as a motivating device for well-trained cadets. It is extremely complex and requires extensive training and rehearsals. Trick drills are not described in this manual. They are limited only by the imagination of the leader and the dictates of safety.

1010. TABLE OF SYMBOLS USED IN THIS MANUAL

1. Table 1-2 shows the symbols used in this manual.
















	Reviewing Officer	 DIRECTION OF MARCH DIRECTION FACING		MPO
	Battalion Commander			
	Commander of Troops(COT)			Squad Leader
	Adjutant			Cadet
	Company Commander			
	Company XO			
	Platoon Commander			

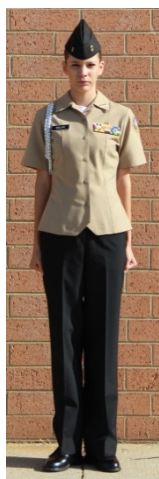
Table 1-2.--Drill Symbols

CHAPTER 2

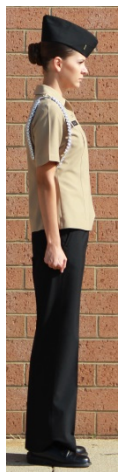
POSITIONS

2000. ATTENTION. The position of attention is the basic military position from which most other drill movements are executed (see figure 2-1). There are no counts, however, there are several steps in describing the position:

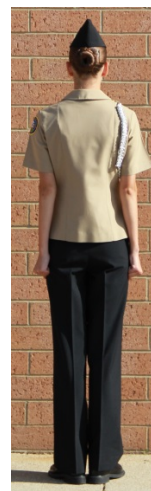
1. Smartly bring your left heel against the right. Turn your feet out equally to form an angle of 45 degrees. Keep your heels on the same line and touching.
2. Your legs should be straight, but not stiff at the knees. Do not "lock" your knees. Keep your hips and shoulders level and your chest lifted.
3. Your arms should be straight; thumbs along your trouser seams, palms facing inward toward your legs, and fingers joined in their natural curl.
4. Keep your head and body erect. Look straight ahead. Keep your mouth closed and your chin pulled in slightly.
5. Stand still and do not talk.
6. The movement may be executed when halted, at any position of rest, or while marching at route step or at ease. The commands are "FALL IN" and "ATTENTION." On the command "FALL IN," you would assume your position in ranks at the position of attention. The command "ATTENTION" is always preceded by a preparatory command designated by the size of the unit, such as "Squad, Platoon," or "Company." For example, when drilling a squad the command to bring them to attention would be "Squad, ATTENTION." Thereafter, they move only as ordered until given "AT EASE," "REST," "FALL OUT," or they are dismissed.
 - a. When given at parade rest, come to attention. When given at ease or rest, assume the position of parade rest on the preparatory command "Squad." When "ATTENTION" is given go to that position.
7. When at a position of rest or while marching at route step or at ease and the command "ATTENTION" is given, the following applies:
 - a. When given while marching at route step or at ease, get in step as soon as possible and continue to march at attention.



Front View



Side View



Back View

Figure 2-1.--Position of Attention.

2001. REST. There are four positions of rest for halted cadets. They are parade rest, at ease, rest, and fall out. The purpose of rest is to give troops a rest from the position of attention. Parade rest, at ease, and rest, are one- count movements. Fall out is not a precision movement and has no counts. All are executed from the position of attention. The commands are "**Parade, REST;**" "**AT EASE;**" "**REST;**" and "**FALL OUT.**"

1. Parade Rest. On the preparatory command "**Parade,**" shift the weight of your body to the right leg without noticeable movement. On the command of execution "**REST,**" and for the count of one, move the left foot twelve inches (measured from the inside of each heel) smartly to the left. The heels remain on line and the body weight rests equally on both legs. At the same time the left foot is moved, clasp the hands behind the back. The left hand is placed at the small of the back and the right hand is placed inside the left. The thumb of the right hand lightly grasps the thumb of the left. All fingers are extended and joined with the palms to the rear. The elbows will be in line with the body. Silence and immobility are required (See figure 2-2.). The only command you may receive while at parade rest is "**ATTENTION.**"

2. At Ease. The command is "**AT EASE.**" It is executed in one count. At the command, keep your right foot in place. You may move about, but must not talk. You may also be given this command when not in ranks. In this case, it means cease talking, but continue whatever you were doing before the command. When in ranks, the only command you may receive while at ease is "**ATTENTION.**"

3. Rest. The command is "**REST.**" It is executed in one count. At the command, you may move and talk; however, you must keep your right foot in place. The only command you may receive while at rest is "**ATTENTION.**"

4. Fall Out. The command is "**FALL OUT.**" At the command, leave your position in ranks, but remain nearby or proceed to a pre-designated area. When "**FALL IN**" is given, return to your place in ranks at the position of attention.

Front View

Side View

Back View

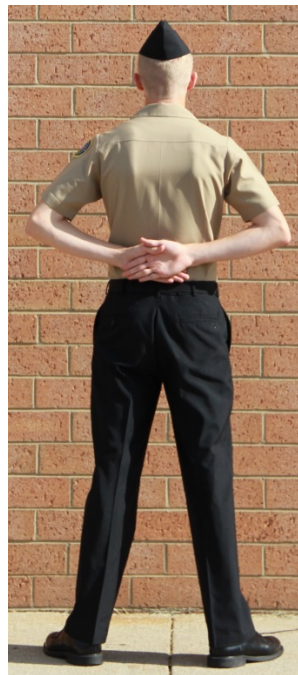
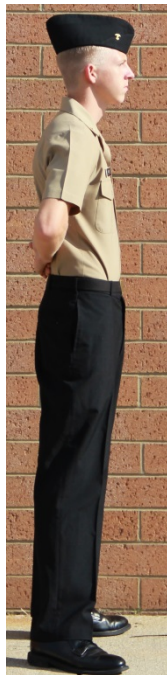


Figure 2-2. - Parade Rest

2002. EYES RIGHT (LEFT). The purpose of eyes right (left) is to demonstrate military courtesy to reviewing officers and dignitaries during parades and ceremonies. It is executed in one count when halted at attention or marching at quick time in platoon formation. The command is "**Eyes, RIGHT (LEFT)**." The command to turn the head back to the position of attention is "**Ready, FRONT**."

1. At the halt, when the command of execution "**RIGHT (LEFT)**" is given, turn your head smartly 45 degrees to the right (left) keeping your shoulders square to the front. Do not turn your eyes to the right. Eyes remain as in the position of attention.

2. At the halt, on the command of execution "**FRONT**" turn your head smartly back to the front. During reviews at which the reviewing officer troops the line, ready front will not be given after eyes right. At such ceremonies, turn your head smartly toward the reviewing officer on the command of execution "**RIGHT**." As he/she passes to the left, follow the reviewing officer with your head until you are looking directly to the original front.

3. When marching, give the command, "**Eyes, RIGHT**" so that the command of execution is given as the right foot strikes the deck and the command "**Eyes, LEFT**" so that the command of execution is given as the left foot strikes the deck. When marching with two (2) or more squads, the base squad does not turn their heads. Give the command "**Ready, FRONT**" from eyes right so that the command of execution is given as the left foot strikes the deck and "**Ready, FRONT**" from eyes left so that the command of execution is given as the right foot strikes the deck. For example:

<u>LEFT</u>	<u>RIGHT</u>	<u>LEFT</u>	<u>RIGHT</u>
"Ready	"Eyes, (Step)	(Step) FRONT "	RIGHT " (From "Eyes, RIGHT")
"Eyes,	(Step) "Ready,	LEFT " (Step)	FRONT " (From "Eyes, LEFT")

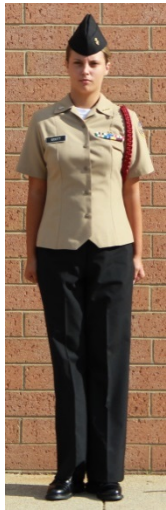
2003. FACING MOVEMENTS. The purpose of facing movements is to face a unit to the right, left or about. Facing movements are executed in two counts when halted at attention. The commands are "**Right, FACE;**" "**Left, FACE;**" and "**About, FACE.**" Facing movements are executed in the cadence of quick time. While facing, your arms should not swing out from your sides, but should remain at the position of attention.

1. "**Right, FACE**" is a two-count movement (See figure 2-3.).

a. On count one, at the command "**FACE,**" raise your left heel and right toe slightly. Turn to the right on your right heel and left toe. Keep your left leg straight but not stiff (see figure. 2-3b).

b. On count two, place the left foot smartly beside the right and stand at attention (see figure 2-3c).

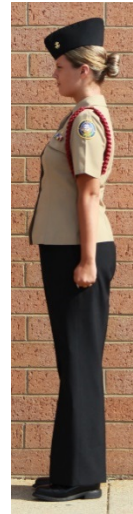
2. "**Left, FACE**" is executed in the same manner described in 2003.1 above, substituting the words "left" for "right" and "right" for "left."



a. Start.



b. Count One.



c. Count Two.

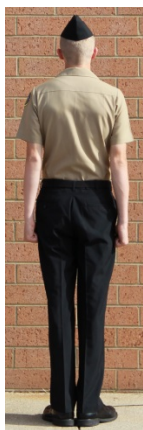
Figure 2-3.--Right Face.

3. **"About, FACE"** is a two-count movement (See figure 2-4.).

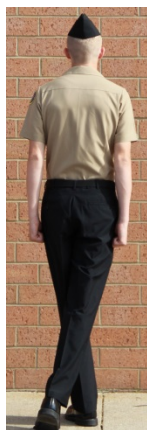
a. At the command **"About,"** shift your weight to your left leg without noticeable movement (See figure 2-4a.).

b. On count one at the command **"FACE,"** place your right toe half your foot's length behind and slightly to the left of your heel. Do not change the position of your left foot. Rest your weight evenly on the left heel and the ball of the right foot (see figure 2-4b).

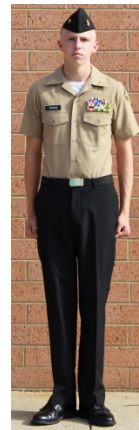
c. On count two, turn smartly to the right until facing rear. The turn is made on the left heel and ball of the right foot. The knees remain straight, but not locked during the movement (see figure 2-4c).



a. Start.



b. Count One.



c. Count Two.

Figure 2-4.--About Face.

2004. HAND SALUTES

1. The purpose of the hand salute is to demonstrate mutual respect and courtesy between members of military organizations and to show respect to national colors. It is executed in one count when halted at attention, marching at quick time, or seated in a vehicle. The command is **"Hand, SALUTE."** To return to the position of attention the command is **"Ready, TWO."** (See figure 2-5).

a. When the command **"SALUTE"** is given, raise your right hand smartly in the most direct manner until the tip of your forefinger touches the lower part of the headdress above and slightly right of your right eye. Your fingers should be extended and joined with the thumb along the forefinger. You should be able to see your entire palm when looking straight ahead. Your upper arm should be parallel with the deck with the elbow in line with the body and your forearm at a 45-degree angle. Your wrist, hand and forearm should be straight, a continuation of the line made by your arm. At the same time, if not in ranks, turn your head and eyes toward the person or colors you are saluting.

b. At the command **"TWO,"** return to attention. Move your hand smartly in the most direct manner back to its normal position by your side.

c. To ensure simultaneous execution of the second movement of the hand salute when troops are in formation, the preparatory command **"Ready,"** will be used prior to the command of execution **"TWO."**

2. You may salute without command from attention, while walking, or while seated in a vehicle. When walking, it is not necessary to halt to salute. Keep walking, but at attention. The salute is rendered when the person or colors to be saluted is at a 6-pace distance, or at the nearest point of approach if it is apparent that the person or color is not going to approach within 6 paces. The salute will not be rendered if the person (color) to be saluted does not approach within 30 paces. Hold the first position of the salute until the person (color) saluted has passed or the salute is returned, then execute the second movement of the hand salute (See figures 2-6 and 2-7 for examples of when to/not to salute).

3. When the command **"Present, ARMS"** is given, if not armed, you execute the hand salute on the command **"ARMS."** Stay at that position until the command **"Order, ARMS"** is given.



Figure 2-5.—Examples of Hand Salute.

1. Salute officers only when COVERED and IN UNIFORM as shown below.

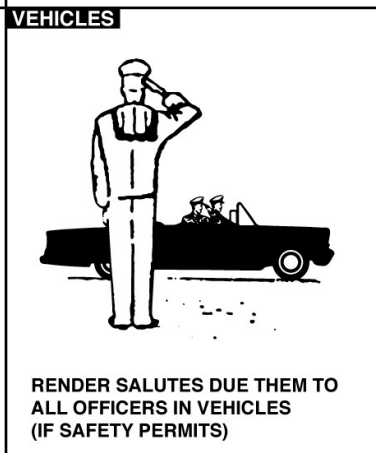
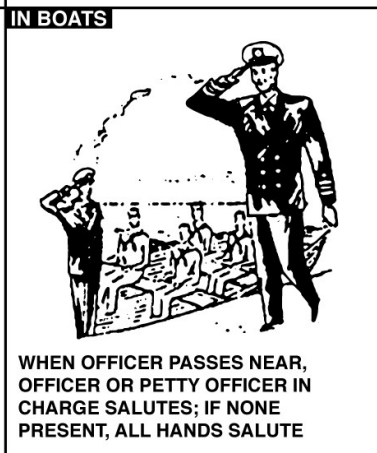
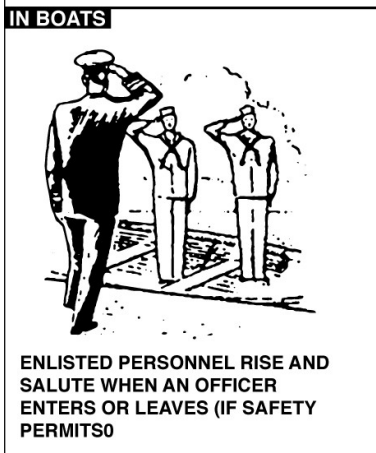
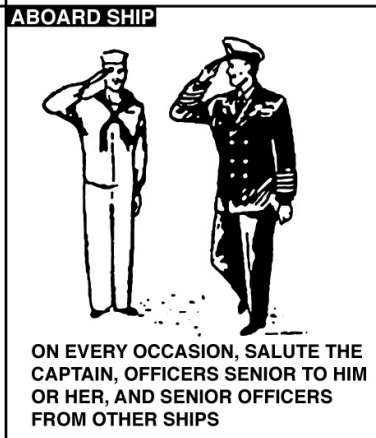
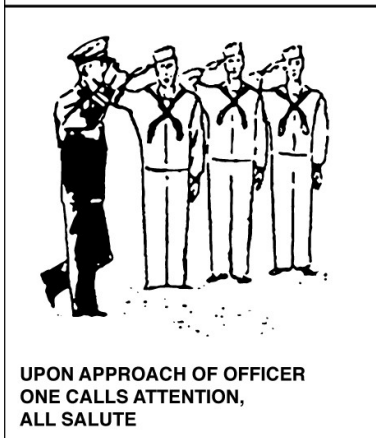
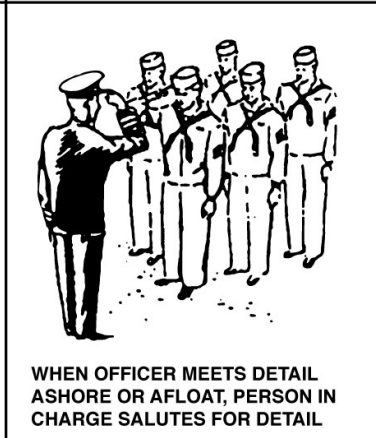
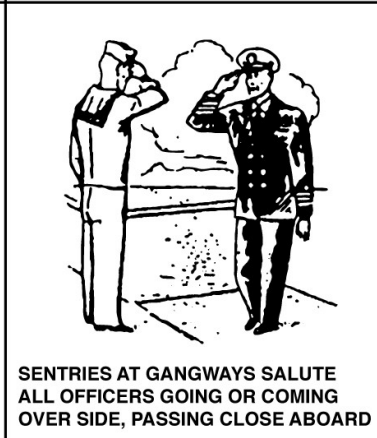
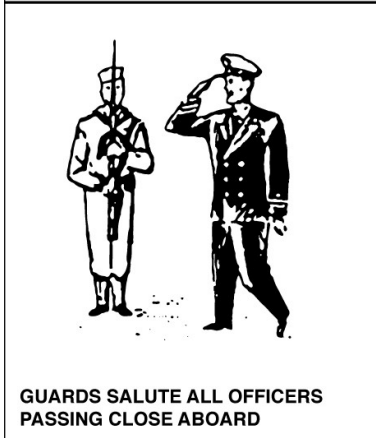
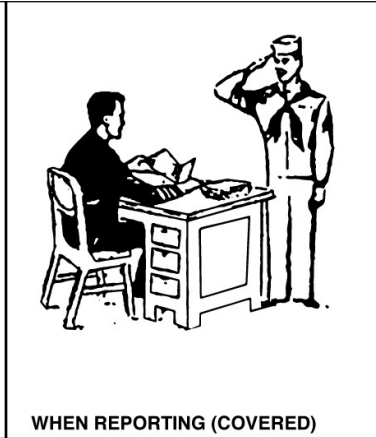
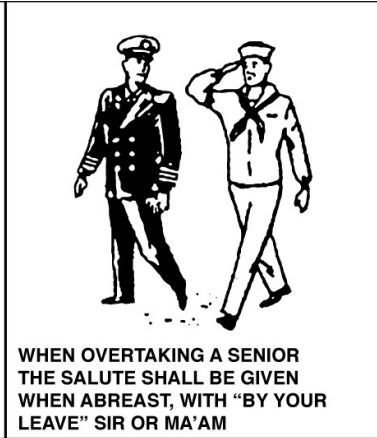
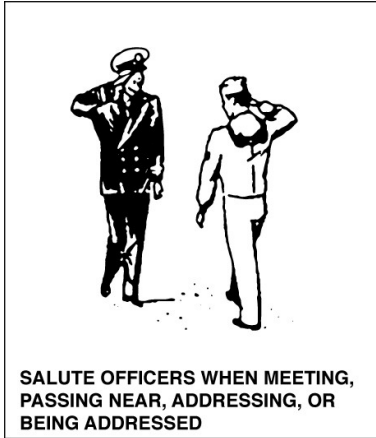


Figure 2-7.--When not to Salute.

1. Examples of when NOT to salute officers are shown below.

 <p>WHEN IN RANKS, IF ADDRESSED COME TO ATTENTION</p>	 <p>WHEN UNCOVERED AND IN INNER COURT OR OPEN PASSAGEWAY BETWEEN WINGS OF BUILDINGS</p>
 <p>WHEN PART OF A DETAIL AT WORK</p>	 <p>WHEN UNDER ACTUAL OF SIMULATED BATTLE CONDITIONS</p>
 <p>AT MESS (IF ADDRESSED BY AN OFFICER, SIT AT ATTENTION)</p>	 <p>WHEN CARRYING ARTICLES WITH BOTH HANDS</p>

2005. UNCOVER. This is a non-precision movement, although explained below in detail to clarify the actions of this movement. The Guidon bearer remains covered during this movement. The command is, "**UNCOVER, TWO**." When "**UNCOVER**" is given:

1. Combination Cover. Place your right hand on the visor of your cover, with your fingers together on top and thumb underneath the visor. On the command of execution, "**TWO**," remove the cover smartly and stow it under your upper left armpit, with the visor in front and the top of the cover touching your arm, cutting your right hand away smartly to your side (returning to the position of attention).

*2. Garrison Cover. Place your right hand on the top center of your garrison cap, with your fingers together on the port side and your thumb on the starboard side. On the command of execution, "**TWO**," remove the cover, cutting your right hand away smartly to your side, returning to the position of attention. The cover will be in the right hand with its open end facing down. The fore end of the cover now points toward your rear, and the aft end points to your front.

2006. COVER

1. Combination Cover. The command is, "**COVER, TWO**." When "**COVER**" is given, place your right hand on the visor of the cover (under your left arm), grasping it with the fingers on top and the thumb underneath, and place it on your head, guiding it with your left hand, which is placed on the rear of the expandable frame, grasping the frame with fingers together and thumb underneath. Once the cover has been repositioned on the head, return the left hand to your side, while keeping the right hand on the visor. On the command of execution, "**TWO**," the right hand is cut away smartly to your side, resuming the position of attention.

2. Garrison Cover. The command is, "**COVER, TWO**." When "**COVER**" is given, raise both hands to your head, and place the cover back on your head, using both hands to straighten the cover. Once the cover has been repositioned on the head, return the left hand to your side, while keeping the right hand on the cover with the fingers on the port side and the thumb on the starboard side. On the command of execution, "**TWO**," the right hand is cut away smartly to your side, resuming the position of attention.

SECTION 2: STEPS AND MARCHING

2200. GENERAL

1. With the exception of right step, all steps and marching movements beginning from a halt start with the left foot.
2. The Commander of Troops (COT) indicates the proper rhythm by counting cadence.
3. To change direction on the march, the command of execution is given as the foot in the desired direction of the turn strikes the deck.

2201. QUICK TIME. The purpose of quick time is to march at 112 to 120 steps per minute, normally taking 30-inch steps. It may be executed when halted at attention, marking time, marching forward at double time, or marching at half step. The commands are "**Forward, MARCH**" or "**Quick Time, MARCH**."

1. When halted, the command to march forward at quick time is "**Forward, MARCH**."
2. On "**Forward**," shift your weight to the right leg without noticeable movement.
3. On "**MARCH**," step off smartly, left foot first, and march straight ahead with 30-inch steps. Swing your arms easily in their natural arcs, 6 inches straight to the front and 3 inches to the rear. Do not exaggerate movements.

2202. DOUBLE TIME. The purpose of double time is to march at 180 steps per minute taking 36-inch steps. It may be executed when halted at attention, marking time, double timing in place, or marching forward at quick time. The command is "**Double Time, MARCH**." When given while marching, the command "**MARCH**" may be given as either foot strikes the deck.

1. When Halted

- a. At the command "**Double Time**," shift your weight to your right leg without noticeable movement.
- b. On "**MARCH**," step off on the left foot and begin an easy run, taking 180, 36-inch steps per minute. At the same time raise your forearms until parallel with the deck and make fists of your hands.

2. When Marching at Quick Time

- a. When the command "**MARCH**" is given, take one more 30-inch step. b. Step off in double time.

3. To Resume Quick Time, the Command is "**Quick Time, MARCH**"

- a. On "**MARCH**," take one more 36-inch step. b. Lower your arms and slow to quick time.

4. When Marching in Place

- a. Take one more step in mark time (or double time in place). b. Step off forward in double time.

2203. **HALT.** The purpose of halt is to stop the movement of a marching unit. It is executed in two counts when marching at quick time, and three counts when marching at double time. It may be executed when marching at quick time, half step, double time, side step, back step, mark time, and double time in place. The command of execution is "**HALT,**" which is always preceded by a preparatory command designated by the size of the unit, such as "**Squad, Platoon,**" or "**Company.**" The command of execution may be given as either foot strikes the deck except for sidestep.

1. While Marching at Quick Time or Half Step

- a. Take one more step after "**HALT.**"
- b. Bring the rear heel forward against the other.

2. While Marching at Double Time

- a. Take one more double time step after "**HALT.**"
- b. Take another at quick time.
- c. Bring the rear heel forward against the other.

3. While Marching at Right (Left) Step

- a. The command "**HALT**" is given when the heels are together.
- b. Take one more side step after "**HALT.**"
- c. Bring the heels together.

4. While Backward Marching

- a. Take one more back step after "**HALT.**"
- b. Bring the forward heel back against the other.

5. While Marching at Mark Time

- a. Take one more step in place after the command "**HALT.**"
- b. Bring the heels together.

6. While Marching at in Place Double Time

- a. Take one more in place double time step after the command "**HALT.**"
- b. Take another step in place at quick time.
- c. Bring the heels together.

2204. **MARK TIME.** The purpose of mark time is to march in place at quick time cadence. It may be executed when halted at attention, double-timing in place, marching at half step and marching forward at quick time. While marching, the command may be given as either foot strikes the deck. The command is "**Mark Time, MARCH.**"

1. When Halted

a. On the command "**Mark Time,**" shift your weight to your right leg slightly without noticeable movement.

b. On the command "**MARCH,**" beginning with your left foot, then alternating, raise each knee so that the ball of the foot is approximately 2 inches and the heel approximately 4 inches from the deck at a cadence of quick time. At the same time, swing your arms naturally as in marching.

2. When Marching at Quick Time

a. On the command "**MARCH**," take one more 30-inch step as if coming to a halt. b. Bring your heels together. Begin marking time without loss of cadence with the opposite foot.

3. To Resume the March at Quick Time, The Command is "**Forward, MARCH**"

a. On the command "**MARCH**," take one more step in place. b. Step off with a 30-inch step.

4. When Marching at Double Time in Place

a. On the command "**MARCH**," take one more step in place at double time. b. Commence marking time.

2205. DOUBLE TIME IN PLACE. The purpose of double time in place is to march in place at double time cadence. It may be executed when halted at attention, marking time, or marching forward at double time. The command is "**In Place Double Time, MARCH**."

1. When Halted

a. On the command "**In Place Double Time**," shift your weight to your right leg without noticeable movement.

b. On the command "**MARCH**," raise your arms for double time. Starting with the left foot, alternating and in place, raise your feet 6 inches above the deck at 180 steps per minute.

2. When Marching at Double Time

a. After "**MARCH**," take two more double time steps.
b. Bring your feet together and begin double timing in place without loss of cadence.

3. The Command "Double Time, MARCH" Resumes the March at Double Time

a. At "**MARCH**," take two more steps in place.
b. Step off with 180, 36-inch steps per minute.

4. When Marking Time

a. On the command "**MARCH**," take one more step in mark time.
b. Commence marching at double time in place.

2206. HALF STEP. The purpose of half step is to march forward at quick time taking 15-inch steps. It may be executed when halted at attention or marching forward at quick time. While marching it may be given as either foot strikes the deck. The command is "**Half Step, MARCH**."

1. At the Halt

a. On the command "**Half Step**," shift your weight to your right leg without noticeable movement.

b. On the command "**MARCH**," step off forward in quick time cadence with 15-inch steps. The balls of your feet should strike the deck before your heels. At the same time begin swinging your arms 6 inches to the front and 3 inches to the rear.

2. Marching in Quick Time

- a. On the command "**MARCH**," take one more 30-inch step.
- b. Begin the 15-inch steps as explained above. (See paragraph 2206.1.)

3. To resume quick time from half step, the command is "**Forward, MARCH**." It may be given as either foot strikes the deck.

- a. On "**MARCH**," take one more half step.
- b. Step off at quick time.

2207. SIDE STEP. The purpose of side step is to move the unit a short distance to the right or left. There are no counts, however there is a cadence of 1-2 at quick time.

1. The command "**Right (Left) Step, MARCH**" is given only when you are at a halt.
2. At the command "**MARCH**," move your right (left) foot 12 inches to the right (left), then place your left (right) foot smartly beside your right (left). Repeat this movement at quick time. Keep your legs straight, but not stiff. Hold your arms at your sides as in the position of attention.

2208. BACK STEP. The purpose of back step is to march the unit backwards for a short distance.

1. The command "**Backward, MARCH**" is given only when you are at a halt.
2. At the command "**MARCH**," step off to the rear with your left foot and take 15- inch steps at quick time. At the same time swing your arms 6 inches to the front and 3 inches to the rear, coordinating your arm and leg movements naturally.

2209. TO FACE TO THE RIGHT (LEFT) IN MARCHING

1. This is an important part of the following movements: column right (left), by the right (left) flank, close, take interval, and extend. For instructional purposes, the command is "**By the Right (Left) Flank, MARCH**."
2. From a Halt, on the Command "**MARCH**"
 - a. For right flank, turn 90 degrees to the right by pivoting on the ball of the right foot and (using a cross over step) stepping off with the left foot 30 inches in the new direction of march.
 - b. For left flank, turn 90 degrees to the left by pivoting on the ball of the right foot and stepping off 30 inches with the left foot in the new direction of march.
3. While marching, the command of execution is given as the foot of the desired direction of movement strikes the deck.
 - a. On "**MARCH**," without losing cadence, take one more step in the original direction.
 - b. Pivot to the right (left) and step off in the new direction. If commanded and executed properly, the pivot will be on the foot away from the desired direction of movement, and the first step in the new direction will be with the other foot. The pivot and step are done together in one count. When marching to the flank the only other movement that can be given is a flanking movement in the opposite direction that will bring the individual or unit back to the original front.

2210. TO FACE TO THE REAR WHILE MARCHING. The purpose of this movement is to march the unit to the rear for a short distance.

1. The command is **"To the Rear, MARCH."** It may be executed when halted or while marching at either quick time or double time. When marching the command of execution "MARCH" is given when the right foot strikes the deck. When marching to the rear, the only movement that can be given is: **"To the Rear, MARCH"**, in order to bring the individual or unit back to its original front.

2. To March to the Rear From a Halt

- a. The command is **"To the Rear, MARCH."**
- b. On **"MARCH,"** step forward with the left foot.
- c. Turn about to the right on the balls of both feet and immediately step out to the rear with the left foot. This is done without loss of cadence. When turning, the feet should be about 15 inches apart.

3. When at Quick Time

- a. On the command **"MARCH,"** take one 15-inch step.
- b. Turn about to the right on the balls of both feet and immediately step off to the rear with your left foot. This is done without loss of cadence. When turning, the feet should be about 15 inches apart.

4. When at Double Time

- a. On **"MARCH,"** follow the sequence of steps and actions below.

As this foot strikes the deck

RIGHT
LEFT
RIGHT
LEFT
RIGHT
LEFT
RIGHT
LEFT

Take the following action

"MARCH" is given.
36-inch step.
36-inch step. Then in place double time.
Pivot 90 degrees to the right
Heels together.
Pivot 90 degrees to the right.
Heels together.
36-inch step in the new direction.

2211. TO MARCH TO THE FLANK. The purpose of this movement is to march the entire unit to the right (left) for a short distance. It may be executed when halted (for instructional purposes only) or while marching at either quick time or double time. The command is **"By the Right (Left) Flank, MARCH."** When marching the command of execution is given as the foot in the direction of the movement strikes the deck.

1. From a Halt (For Instructional Purposes Only)

- a. For right flank, turn 90 degrees to the right by pivoting on the ball of the right foot and (using a cross over step) stepping off with the left foot 30 inches in the new direction of march.
- b. For left flank, turn 90 degrees to the left by pivoting on the ball of the right foot and stepping off 30 inches with the left foot in the new direction of march.

2. While at Quick Time

- a. On "**MARCH**," take one more step.
- b. Turn to the right (left) on the ball of the left (right) foot. At the same time, step off 30 inches in the new direction with the right (left) foot.

3. While Double Timing

- a. On "**MARCH**," use the following sequence and actions.

By the Left Flank		By the Right Flank	
Step	Action	Step	Action
LEFT	" MARCH " is given.	RIGHT	" MARCH " is given.
RIGHT	36-inch step.	LEFT	36-inch step in
LEFT	in place double timing.	RIGHT	In place double timing.
RIGHT	Pivot 90 degrees to the left.	LEFT	Pivot 90 degrees to the
LEFT	36-inch step in new direction.	RIGHT	right. 36-inch step in new direction.

2212. TO CHANGE STEP. The purpose of this movement is to change the cadence count without changing the rhythm of the cadence.

1. The command is "**Change Step, MARCH**." It may be given while marching at quick or double time, marking time, or double timing in place. The command of execution is given as the right foot strikes the deck.

2. While Marching at Quick Time or Double Time

- a. On "**MARCH**," take one more step, 30 or 36 inches, as appropriate.
- b. In one count, as your right foot comes forward to the next step, place the toe near the left heel and step out again with the left foot. This changes the cadence count, but not the rhythm.

3. While Marking Time

- a. On "**MARCH**," lift and lower the left foot twice in succession.
- b. The second time it touches the deck, raise the right foot and continue marking time.

4. While Double Timing in Place

- a. On "**MARCH**," hop twice on the left foot.
- b. Continue double timing in place.

2213. TO MARCH AT EASE. The purpose of this movement is to give troops a rest from marching at attention or when keeping in step becomes difficult due to rough terrain.

1. The command is "**At Ease, MARCH**." It is given as either foot strikes the deck and only while marching at quick time.

2. After "**MARCH**," you are no longer required to march in cadence, but must keep interval and distance. Do not talk.

2214. TO MARCH AT ROUTE STEP

1. The command is "**Route Step, MARCH.**" It is commanded as either foot strikes the deck and only while marching at quick time.
2. After "**MARCH,**" you are no longer required to march in cadence, but must keep interval and distance. You may talk, but in a low voice.

2215. TO RESUME MARCHING AT QUICK TIME FROM ROUTE STEP OR AT EASE

1. The command is "**Squad (Platoon, Company, Detail, etc.), ATTENTION.**"
2. After commanding "**ATTENTION,**" the unit leader will count cadence until all troops are in step. Pick up the step as soon as possible and continue marching at attention.
3. Commands that involve precision in execution will not be given until the command to resume marching at quick time has been given and all members of the formation have picked up the step and cadence.

CHAPTER 3

MANUAL OF ARMS WITH THE NJROTC DRILL RIFLE

3001. GENERAL

1. This Chapter is designed to provide standardized detailed instructions for the manual of arms, **which will be used for all NJROTC drill rifles**. The Manual of Arms for the M1 and the M1303 Springfield drill rifles is basically the same as for the M16 as found in MCO P5060.20.
2. The balance point is the center of your rifle (See figure 3-1.). In performing the manual of arms it is often necessary to hold the rifle in your left hand for balance (See figure 3-2.). In so doing, the rifle is held between the thumb and fingers. Include the sling in your grip. Keep your fingers straight and together. Your thumb and fingers form a "U."
3. The position of the rifle known as "diagonally across the body" is as follows:
 - a. The left hand is at the balance, with the thumb and fingers grasping the rifle and sling. To do this, extend and join the fingers so as to form a "U" with the thumb.
 - b. The barrel points up and is at such an angle that it bisects the juncture of the neck and shoulder. The heel of the butt is on line with the right hip (figure 3-2).
 - c. The rifle is held at a height that allows the right forearm to be parallel to the deck when the small of the stock is grasped with the right hand.
 - d. The distance of the rifle from the body depends upon your body's natural position, but it should be about 4 inches from your belt.
4. The cadence for rifle movement is 112 to 120 counts per minute.
5. While marching at double time, the rifle will be held across your body.
6. The manual of arms for the rifle is taught while halted. However, to add interest to drill or lessen fatigue, right (left) shoulder arms and port arms may be commanded when marching at quick time. Refer to table 1-1 of this manual to determine which foot strikes the deck for each movement on the march.

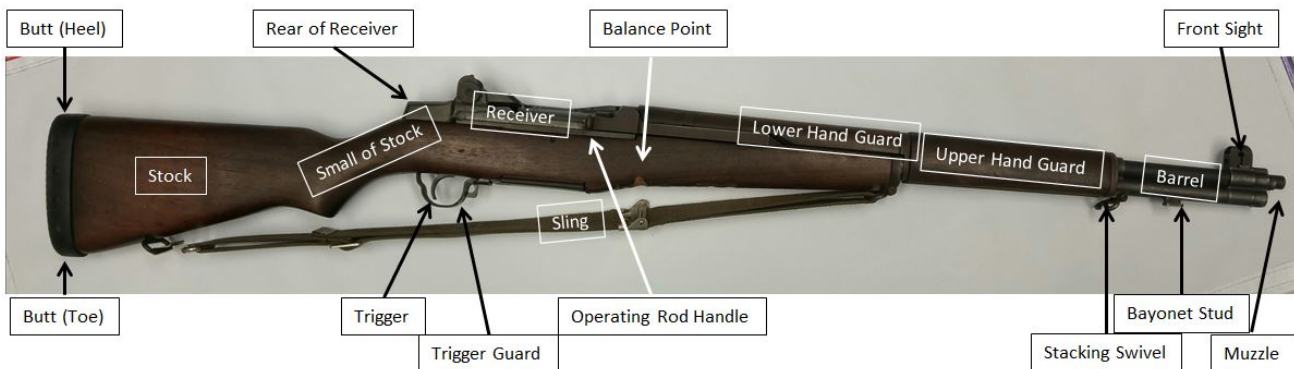


Figure 3-1a. - M1 Garand Rifle Nomenclature.

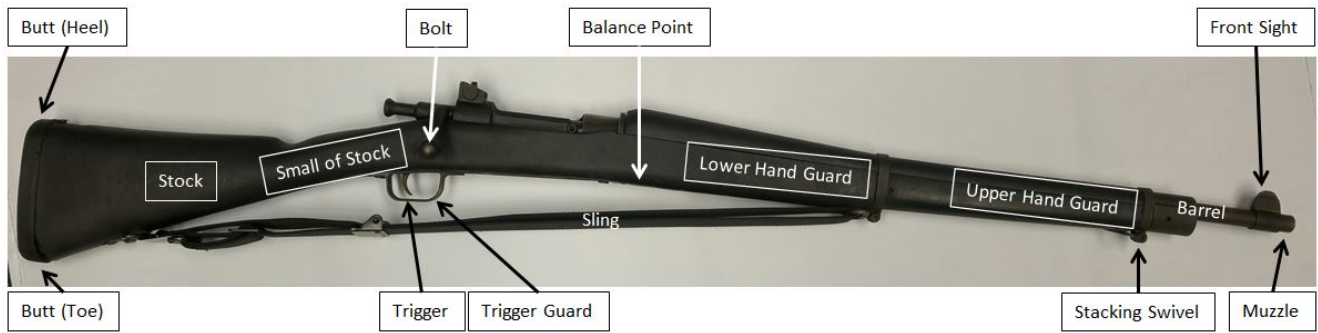


Figure 3-1b. - M1903 Springfield and Daisy Drill Rifle Nomenclature.

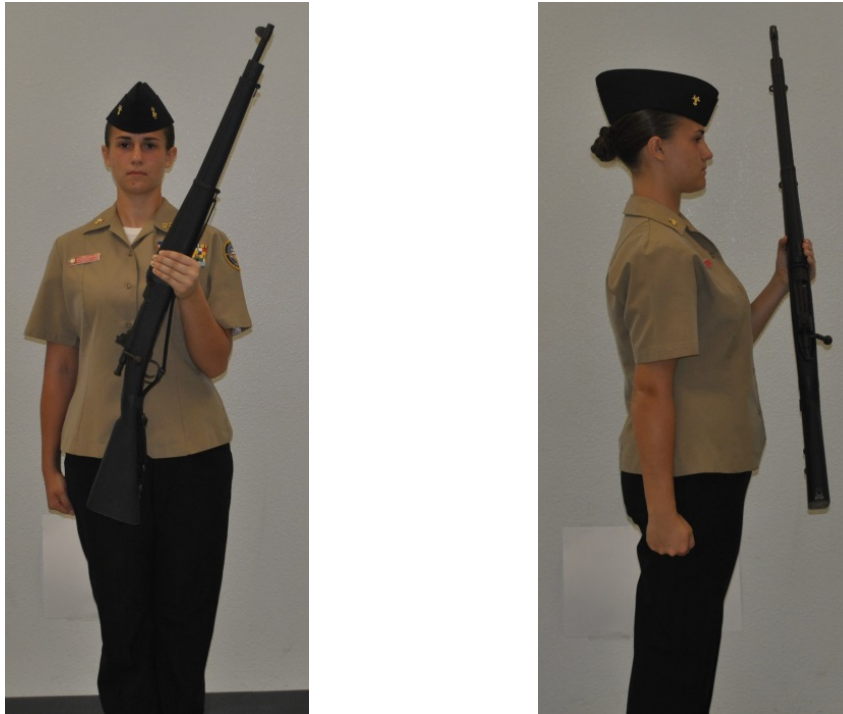


Figure 3-2.--Left Hand at the Rifle Balance.

3002. ORDER ARMS

1. When halted, come to order arms when any of the following commands are given: "**ATTENTION**"; "**FALL IN**"; or "**Order, ARMS**". (See figure 3-3).

2. At the command of execution, place the butt on the deck along the outer edge of the right shoe. The toe of the butt is on line with the toe of the shoe. The rifle's upper hand guard rests in a "V" formed by your thumb and forefinger. All fingers are straight and joined. Your right hand and arm are behind the rifle. This may cause a slight bend in your elbow. The tips of your thumb and forefinger are kept on line with the front edge of the hand guard. Your right thumb should also be along the trouser seam. Except for your right hand, the entire body is at attention.

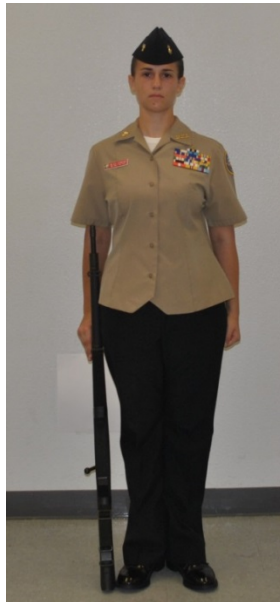


Figure 3-3.—Order Arms.

3003. TRAIL ARMS

1. Trail arms is used for short-distance movements. If an order for a facing or a marching movement is given while at order arms, automatically assume the position of trail arms on the command of execution. Upon completion of the movement, return to order arms (see figure 3-4).

2. The command is "**Trail, ARMS.**" It is given only from order arms. The movement is executed in one count. On the command of execution **ARMS**, the rifle is raised vertically 3-inches off the deck. The wrist is kept straight with the thumb along the seam of the trousers.

3. On the command "**Order, ARMS,**" lower the rifle butt to the ground and resume the position of order arms.



Figure 3-4.— Trail Arms.

3004. REST POSITIONS

1. Rest positions are commanded and executed the same as without arms, with the following exceptions and additions:

2. On the command **PARADE, REST**, move your left foot 12 inches to the left. The rifle butt is kept against your right foot. The grasp of your right hand is moved up to the upper hand guard just below the stacking swivel. The rifle rests in the "V" of the hand with the fingers joined and curled about the guard, the thumb and forefinger touching. The barrel of the rifle is pushed forward until the right arm is straight and the muzzle points forward and up. At the same time your left foot is moved, place the back of your left hand in the small of your back with fingers and thumb together and palm facing to the rear. (see figure 3-5) Parade rest will also be assumed on the preparatory command to "**ATTENTION**," if not already at parade rest.

3. On the command **AT EASE**, your right foot remains in place and the rifle is held as in parade rest with your right arm slightly relaxed. You may not talk.

4. On the command **REST**, your right foot remains in place and the rifle is held as in parade rest with your right arm slightly relaxed. You may talk softly.



Figure 3-5.--Parade Rest.

3005. ATTENTION FROM REST POSITIONS

1. The command is "**Squad (Platoon, or Company), ATTENTION.**"

a. On "**Squad (Platoon or Company)**," come to parade rest.

b. On "**ATTENTION**," come to order arms in one count.

c. From Fall Out. The command is "**FALL IN.**" On the command "**FALL IN**," go back to your place in ranks and come to attention at order arms.

3006. PORT ARMS

1. The purpose of this movement is to bring the rifle to a two-handed carry position. This is a two-count movement from order arms. It is executed when halted at order arms. The command is "**Port, ARMS.**"

2. On the command "**ARMS,**" and for the count of one, grasp the rifle with your right hand and raise it diagonally across your chest until your right hand is in front of and slightly left of your face. The barrel is positioned so that it bisects the angle where the neck and the left shoulder join. The elbow is held down without strain and nearly touches the hand guard. Your right forearm is at an angle of approximately 45 degrees to the ground. On the same count, grasp the rifle at the balance with your left hand.

3. On the second count, move your right hand from the upper hand guard to the small of the stock. Both elbows should be against your sides with your right wrist and forearm straight and parallel to the ground, upper arm in line with your body. Your rifle should be 4 inches in front of your body. Fingers are joined and wrapped around the rifle, with the thumb wrapped around the opposite side. In the position of port arms, the rifle is held across the body with the butt in front of the right hip (see figure 3-6).



Count one.



Count two.

Figure 3-6.--Port Arms.

3007. PRESENT ARMS

*1. Present arms is a way of saluting when under arms and in formation. While it can be rendered when not in formation, there are rifle salutes (described in paragraph 3018) which are more appropriate for individuals. The movement can be executed from order arms

and port arms. The command is "**Present, ARMS.**"

2. To present arms from order arms, is a two-count movement. On the command "**ARMS:**"

a. On the first count, raise the rifle to a position 4 inches in front of the center of your body, sling away from you, barrel straight up. At the same time, grasp the balance with your left hand, thumb on the lower hand guard, left wrist and forearm straight and parallel to the deck. Your fingers are joined, and the sling is included in your grip.

b. On the second count, grasp the small of the stock with your right hand, your fingers extended and joined, pointing straight down the stock, thumb resting in the small of the stock. The right arm is fully extended and straight. Elbows are held against your sides.

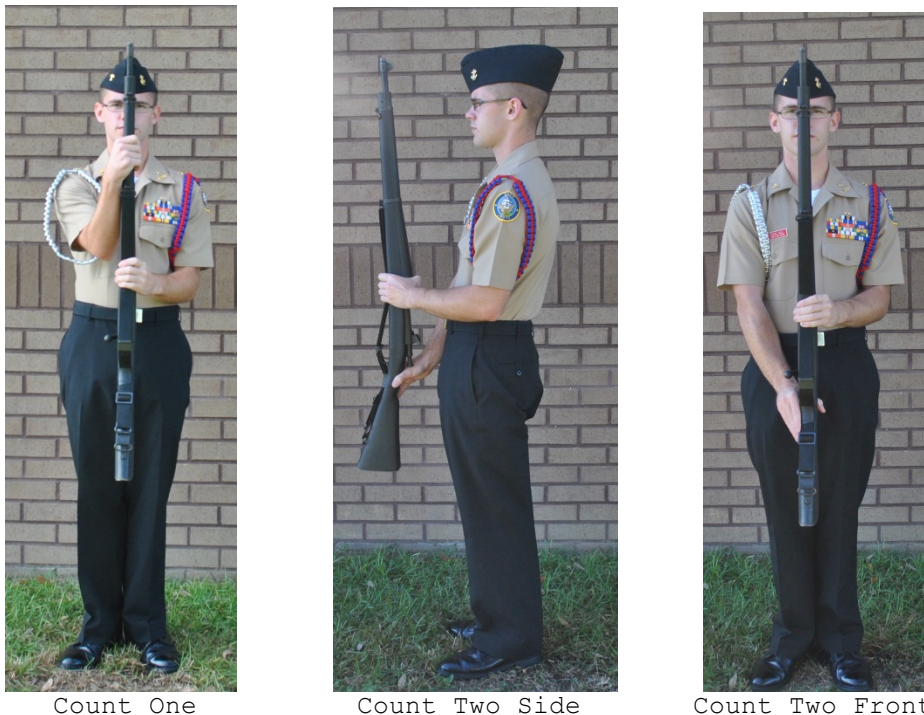


Figure 3-7 -- Present Arms

3. From port arms. This is a one-count movement. Simply turn your rifle in your hands while at the same time lowering it to the present arms position.

3008. ORDER ARMS FROM PRESENT AND PORT ARMS

1. The command is "**Order, ARMS.**" It is a three-count movement from either position and will be executed the same way from each (see figure 3-8a and b).

2. At the command of execution, and for the count of one, move your right hand smartly from the small of the stock to the upper hand guard. The elbow is held without strain and nearly touches the hand guard.

3. On the second count, release the balance with your left hand and lower the rifle to a point where the butt is 3 inches from the deck, slightly to the right of your right toe, and the muzzle pointing straight up. This is done while changing the grasp with the right hand to the "V" position of trail arms. While lowering the rifle, move your left hand, thumb and fingers are extended and joined, to a point near the stacking swivel. This is merely to steady the rifle and position the toe of the rifle where it will need to be when lowered. Keep your palm facing to the rear so it will not resemble a rifle salute. The left wrist and forearm are straight.

4. On the third count, return your left hand smartly back to your left side and lower the butt gently to the deck. You are now at the position of order arms.

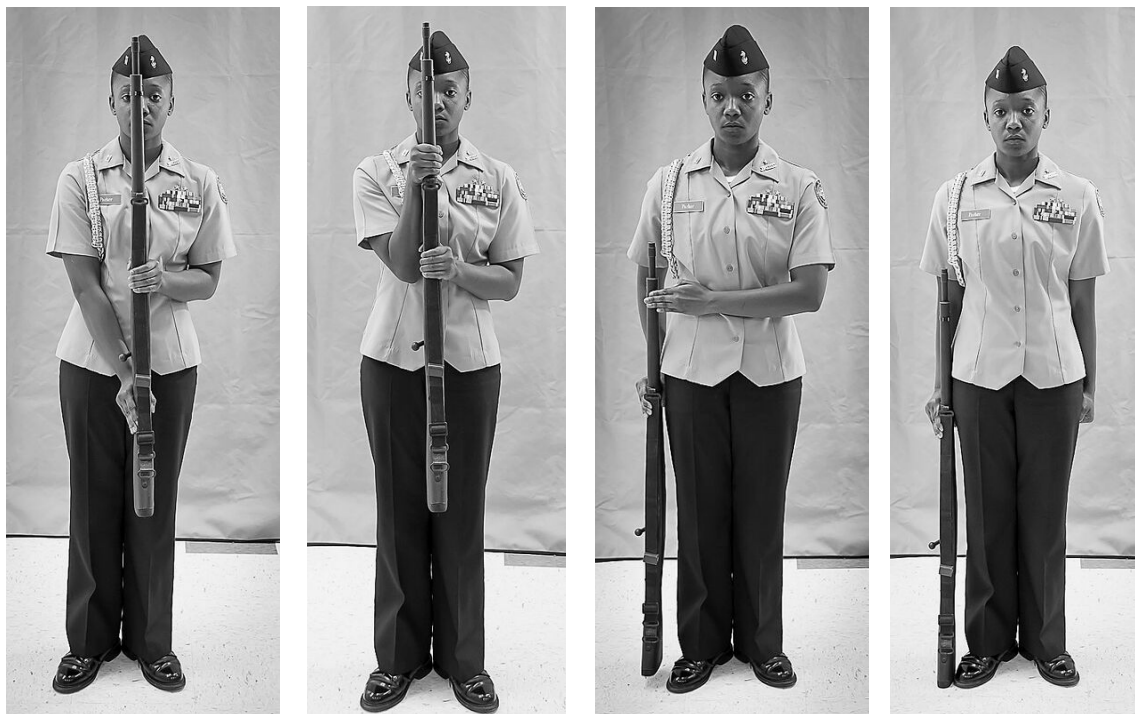


Figure 3-8 a.--Order Arms from Present.

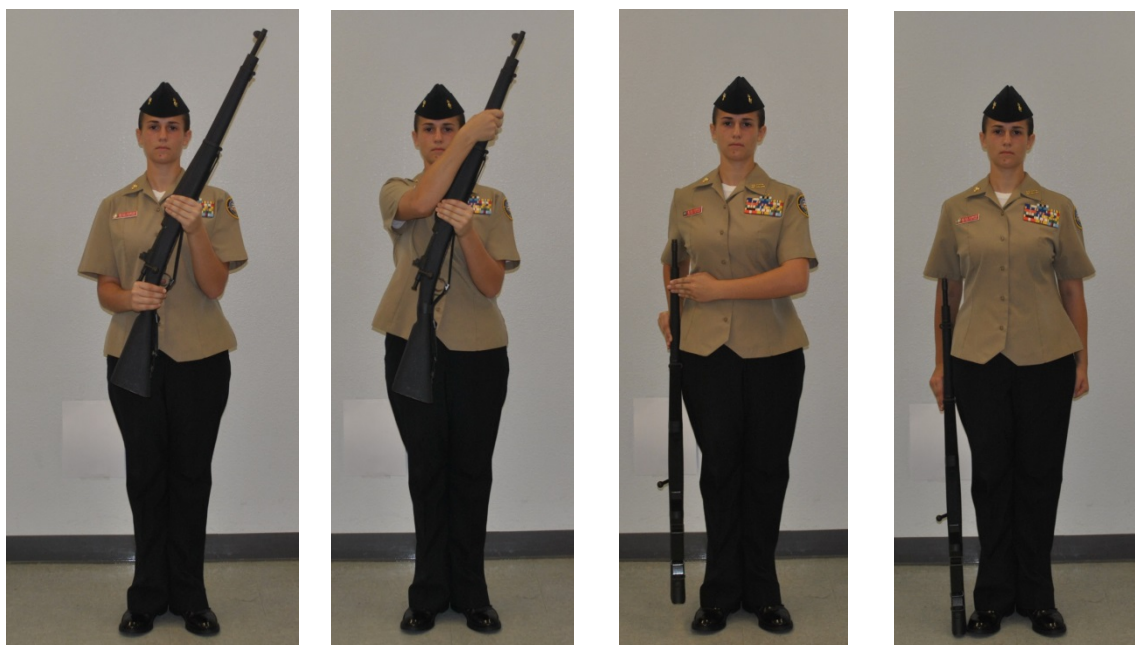


Figure 3-8 b.--Order Arms from Port Arms

3009. LEFT SHOULDER ARMS FROM PORT ARMS

1. This is a two-count movement. The command is "**Left Shoulder, ARMS.**"
2. Come to left shoulder arms as described in steps three and four of left shoulder arms from order arms, paragraph 3017 (see steps 2-3-4 in Figure 3-13).

3010. RIGHT SHOULDER ARMS FROM PORT ARMS

1. This is a three-count movement. The command is "**Right Shoulder, ARMS.**"
2. At the command of execution and for the first count, release the small of the stock and grip the heel of the butt between the thumb and index finger of your right hand. Your thumb and index finger touch. Your remaining fingers are joined and wrap around the rifle butt.
3. On the second and third counts, complete the movement as described under right shoulder arms from order arms, paragraph 3011 of this manual.

3011. RIGHT SHOULDER ARMS FROM ORDER ARMS

1. The command is "**Right Shoulder, ARMS.**" It is a four-count movement.
2. At the command of execution and for the count of one, lift the rifle across your body. At the same time, take the balance in your left hand.
3. On the second count, release the upper hand guard with your right hand. Grasp the heel of the butt. The thumb and index finger touch on top of the stock. Your remaining fingers are joined and wrap around the rifle butt.
4. On the third count, place the rifle in your right shoulder without changing your grip on the butt. The sights are up; the rifle is tilted at an angle of 45 degrees to the deck, and held so it points directly fore and aft. Your right elbow is against your side and your right forearm level with the deck. While placing the rifle on your shoulder, allow your left hand to slide to the small of the stock. Your left hand guides the rifle to your shoulder. The first joint of your left forefinger touches the rear of the receiver. Your left wrist is straight and the left forearm is held down against the body. Keep the palm facing to the rear, so it does not resemble a rifle salute.
5. On the fourth count, move your left hand smartly back to your side (see figure 3-9).

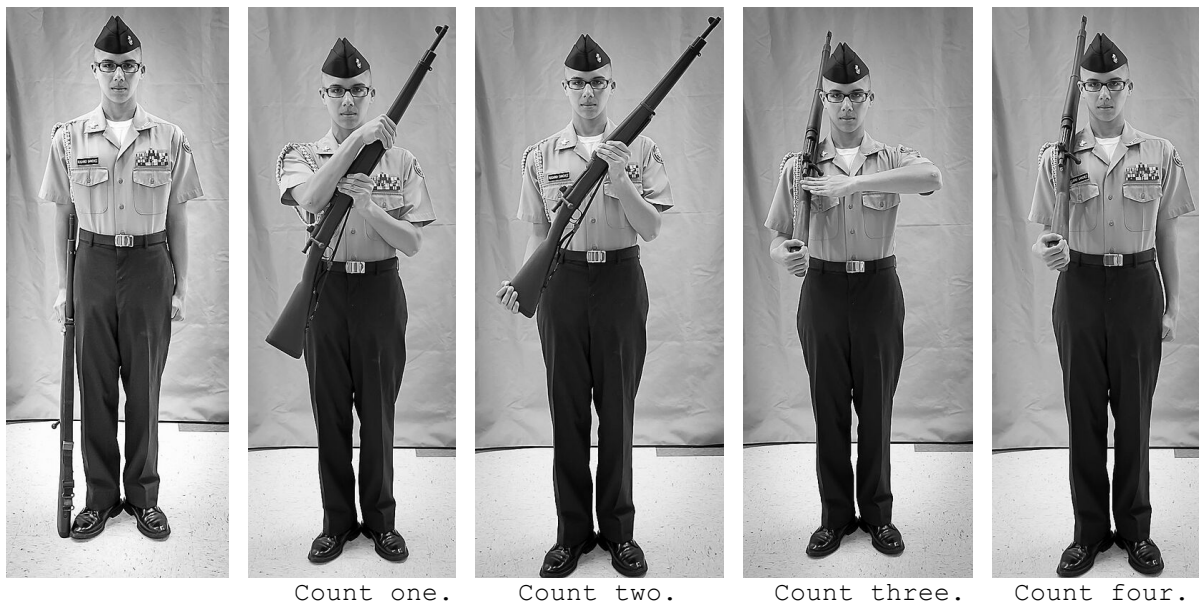


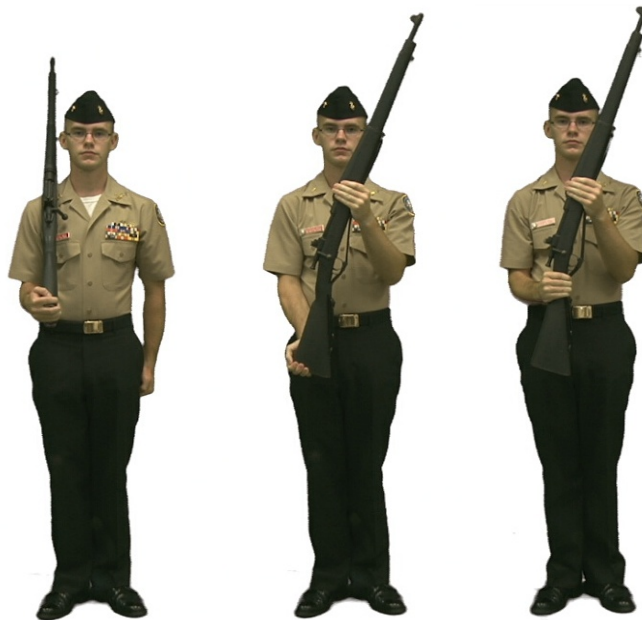
Figure 3-9.--Right Shoulder Arms from Order Arms.

3012. PORT ARMS FROM RIGHT SHOULDER ARMS

1. This is a two-count movement. The command is "**Port, ARMS.**"

2. At the command of execution and for the first count, smartly snatch down on the butt of the rifle with your right hand so that the rifle will spring from your shoulder. At the same time as it leaves your shoulder, smartly twist the butt clockwise one-quarter turn with your wrist so the rifle will fall diagonally in front of your chest, barrel up. Keep your head still. Keep your grip on the butt. Raise your left hand smartly to catch the rifle at the balance four inches in front of your chest, right arm nearly extended with your elbow close to your body.

3. On the second count, move your right hand to the small of the stock and assume the position of port arms.



Right Shoulder Arms

One

Two

Figure 3-10.--Port Arms from Right Shoulder Arms.

3013. ORDER ARMS FROM RIGHT SHOULDER ARMS

1. This movement is executed in four counts. The command is "**Order, ARMS.**"

2. On "**ARMS**": first count, remove the rifle from your shoulder in the same manner as described in paragraph 3012.

3. On the second count, smartly grasp the upper hand guard with your right hand, elbow held without strain and nearly touching the hand guard.

4. On counts three and four, come to order arms as described in order arms from port arms steps two and three, paragraph 3008.

3014. LEFT SHOULDER ARMS FROM RIGHT SHOULDER ARMS

1. This movement is executed in four counts. The command is "**Left Shoulder, ARMS.**"

2. On "**ARMS**": first count, remove the rifle from your shoulder in the same manner as described in paragraph 3012, at the same time smartly grasping the balance point with the left hand.

3. On the second count, smartly grasp the small of the stock with the right hand, keeping the elbow close to the hip.

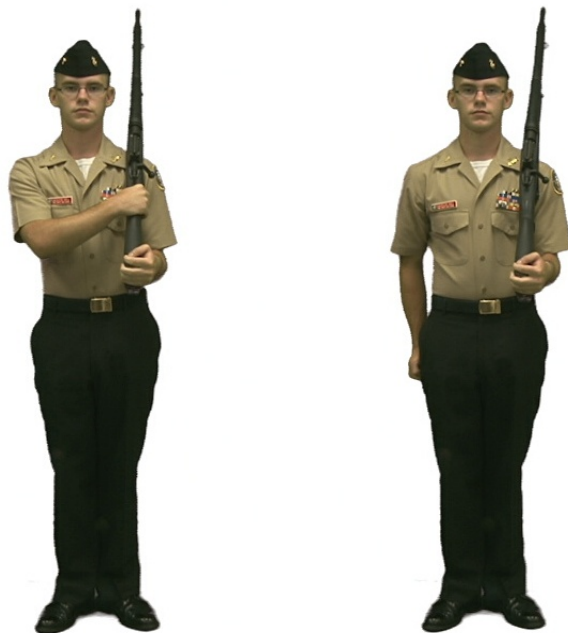
4. On counts three and four, come to left shoulder arms as described in order arms from left shoulder arms steps 3 & 4, paragraph 3015.



Start:- Left Shoulder Arms
From Right Shoulder Arms

a.

b.



c.

Order Arms

Figure 3-11. - Left Shoulder Arms from Right Shoulder Arms

3015. LEFT SHOULDER ARMS FROM ORDER ARMS

1. This is a four-count movement. The command is "**Left Shoulder, ARMS.**"

2. On counts one and two, come to the position of port arms.

3. On the third count, release the balance with your left hand and place the rifle on your left shoulder with your right hand. Your right wrist and forearm are straight and

held down without strain. At the same time grasp the heel of the butt. Your thumb and index finger touch on top of the stock. The remaining fingers are joined and wrap around the rifle butt. The rifle is at a 45-degree angle to the deck, and the sights up. Keep the rifle pointing directly fore and aft. Your left elbow is against your side; your left forearm is straight and parallel to the deck, upper arm in line with your back.

4. Drop your right hand smartly to your side (see figure 3-12).

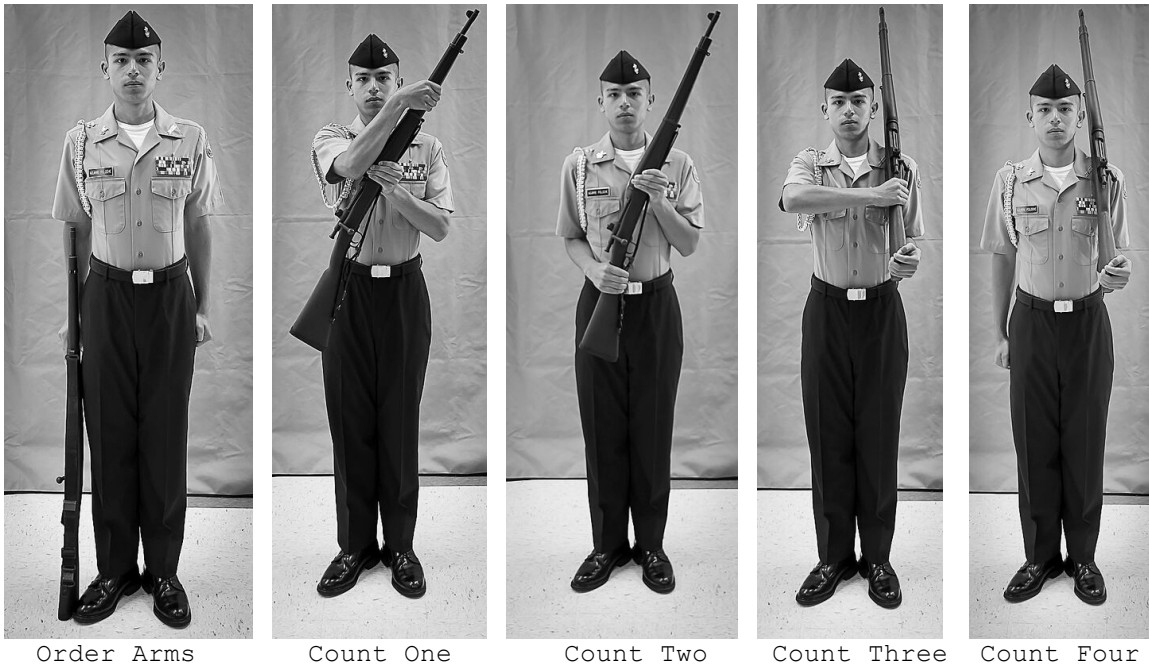


Figure 3-12.--Left Shoulder Arms from Order Arms

3016. PORT ARMS FROM LEFT SHOULDER ARMS

1. This is a two-count movement. The command is "**Port, ARMS.**"

2. At the command of execution and for the first count, grasp the small of the stock with your right hand. The right arm is held down without strain.

3. For the second count, release the butt with your left hand. At the same time, bring the rifle across your body and grasp the balance with your left hand as in port arms (See figure 3-13).



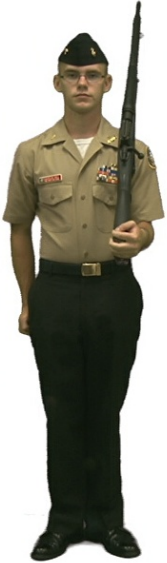
Figure 3-13.--Port Arms from Left Shoulder Arms.

3017. ORDER ARMS FROM LEFT SHOULDER ARMS

1. This is a five-count movement executed only while halted at the position of attention. The command is "**Order, ARMS.**"

2. On the first and second count, come to port arms as described in steps one and two of paragraphs 3016.

3. On counts three, four and five, come to order arms as described in order arms from port arms steps, two, three and four, paragraphs 3008.



Start Order Arms from
Left Shoulder Arms



a.



b.



c.



d.



Order Arms

Figure 3-14. - Order Arms from Left Shoulder Arms

3018. RIFLE SALUTES

1. The purpose of this movement is to render a salute to persons or colors, when not in formation nor posted as a sentry. It is a one-count movement, executed when halted at order arms, trail arms, or when halted or marching at right or left shoulder arms. This movement may be executed from order arms, trail arms or right (left) shoulder arms. The command is "**Rifle SALUTE.**"

a. Order arms. On the command "**SALUTE,**" you move the left arm smartly across your body with your forearm and wrist straight, fingers extended and joined, thumb along the hand with the palm down. The first joint of your forefinger touches the barrel just above the stacking swivel. When not in ranks, your head turns toward the person or colors you are saluting. On the command "**Ready, TWO,**" return your hand smartly to your side.

b. Trail arms. The movements are identical as for order arms except that the butt of the rifle is held 3 inches off the ground at the trail position.

c. Right (left) shoulder arms. Your left (right) arm moves across the body, fingers extended and joined with your palm down. The first joint of your forefinger touches the rear of the receiver and your forearm is held parallel to the deck. Turn your head and eyes toward the person or color you are saluting. Resume your original position upon the command "Ready, TWO."

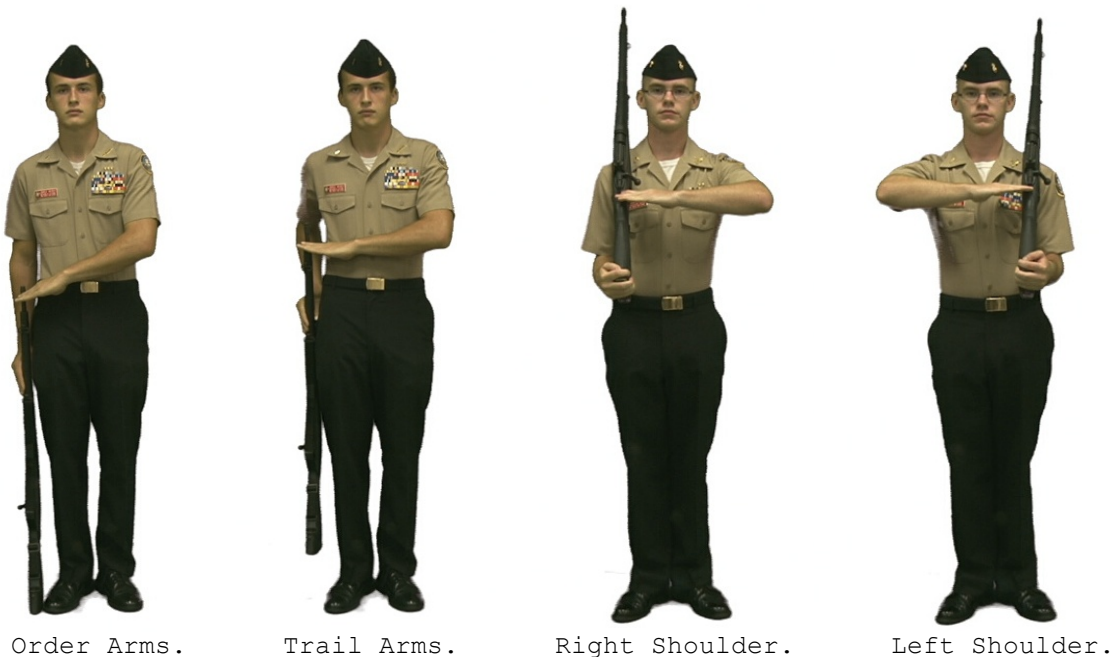


Figure 3-15.--Rifle Salutes.

3019. INSPECTION ARMS

*With the M-1 Garand Rifle:

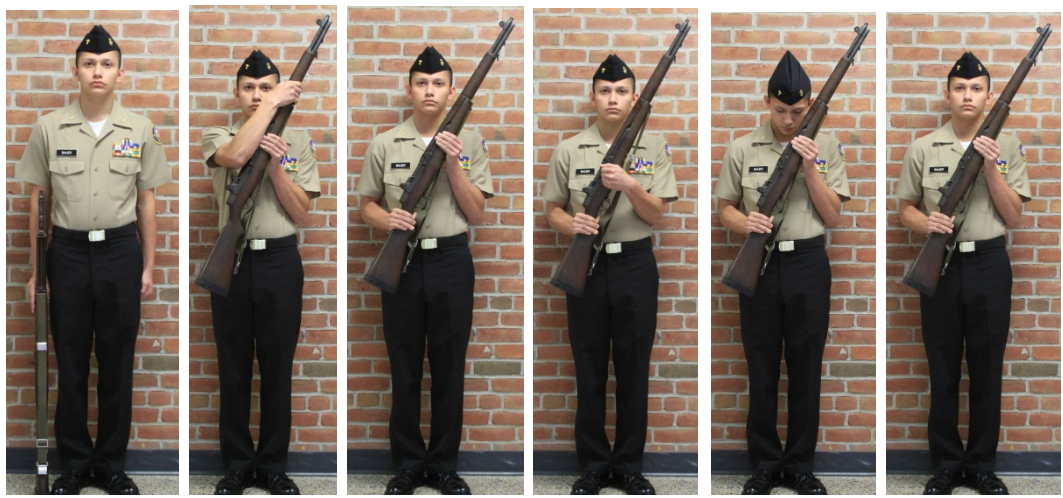
Inspection Arms from Order Arms is a five-count movement. The command is: "Inspection, ARMS."

1. On the command of execution: "ARMS", execute Port Arms in two counts.

2. On count three, grasp the operating rod handle with the thumb and forefinger of the left hand, it will not move.

3. On count four, re-grasp the lower hand grip with the left hand. At the same time, lower the head and eyes and visually inspect the receiver.
4. On count five, return the head and eyes to the front as in the position of Attention.

Port, ARMS is the only command given from Inspection Arms. On the command Port, using the right thumb and forefinger, grasp the operating rod handle with the thumb and forefinger of the right hand (it will not move). On the command, ARMS, release the handle and re-grasp the small of the stock with the right forefinger on the trigger, pull the trigger (it will not move) and resume Port Arms.



Count 1. Count 2. Count 3. Count 4. Count 5.

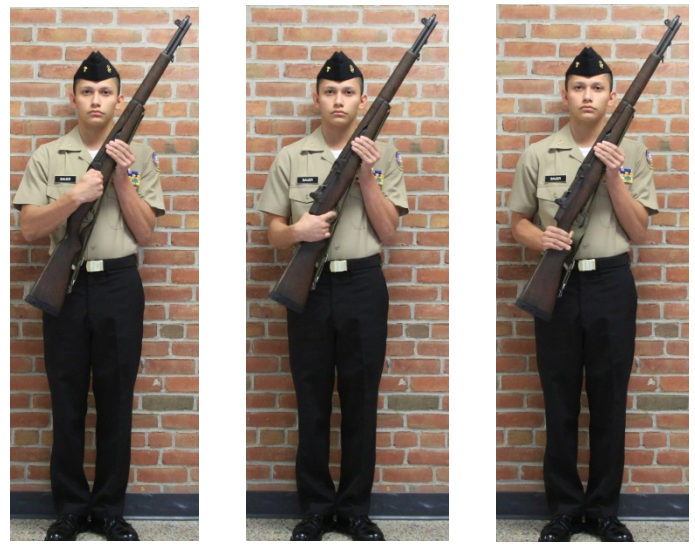


Figure 3-16a.--Inspection Arms with M-1 Garand.

*With the Daisy Drill Rifle:

Inspection Arms from Order Arms is a five-count movement. The command is: "Inspection, ARMS."

1. On the command of execution: "ARMS", execute Port Arms in two counts.
2. On count three, grasp the bolt handle with the thumb and forefinger of the right hand, rotate the handle upward and draw the bolt back.
3. On count four, lower the head and eyes and visually inspect the receiver.

4. On count five, re-grasp the small of the stock and return the head and eyes to the front as in the position of Attention.

Port, ARMS is the only command given from Inspection Arms. On the command Port, using the right thumb and forefinger, push the bolt forward and rotate the handle down locking the bolt in place, then release the handle and re-grasp the small of the stock with the right forefinger on the trigger. On the command, ARMS, pull the trigger (it will not move) and resume Port Arms.



Count 1. Count 2. Count 3. Count 4. Count 5.



Figure 3-16b.--Inspection Arms with Daisy Drill Rifle.

3020. AUTHORIZED MOVEMENTS IN THE MANUAL OF ARMS WITH THE NJROTC RIFLES

1. From Order Arms To:
 - a. Port Arms
 - b. Right Shoulder Arms
 - c. Left Shoulder Arms
 - d. Present Arms
 - e. Inspection Arms
 - f. Trail Arms
 - g. Rifle Salute
 - h. Rest Positions

2. From Port Arms to:
 - a. Right Shoulder Arms
 - b. Left Shoulder Arms

- c. Order Arms
 - d. Present Arms
3. From Right Shoulder Arms to:
- a. Left Shoulder Arms
 - b. Port Arms
 - c. Order Arms
 - d. Present Arms
 - e. Inspection Arms
 - f. Rifle Salute
4. From Left Shoulder Arms to:
- a. Right Shoulder Arms
 - b. Port Arms
 - c. Order Arms
 - d. Present Arms
 - e. Inspection Arms
 - f. Rifle Salute
5. From Trail Arms to:
- a. Rifle salute
 - b. Order Arms
6. From Inspection Arms to Port Arms (only movement from inspection arms)
7. From Present Arms to Order Arms

CHAPTER 4

MANUAL OF THE SWORD

4000. SWORD HISTORY

1. The sword is the symbol of authority and badge of office. It is worn by officers in the armed services of all nations. In the early days of history, the sword was a highly personal weapon of symbolic importance. It has not been a practical weapon since the days of cavalry, although some Japanese officers carried their family samurai swords in World War II. The tradition of wearing swords in the U. S. Navy was temporarily suspended during World War II, but officially returned as part of the dress uniform in 1954 for commissioned and warrant officers.

2. The etiquette of the sword, more often called the "manual of the sword" is steeped in ancient tradition. For instance, the sword salute is probably of crusader origin. The knights of the Middle Ages pledged their lives and worthy honor on the sign of the cross, which was symbolized by the cross made by the handle and blade of the sword. They would kiss the sword hilt before entering battle and when taking vows and oaths.

3. Most of the ancient history of the sword salute is retained in the present-day salute. The sword held at arm's length was originally the first salute to a superior. Allowing the point of the sword to descend to the ground is the ancient act of submission. Bringing the sword hilt to the mouth or chin is a survival of the custom of kissing the cross of the sword.

4. The sword salute on the march as well as the flourish of a drum major are survivals of the fancy moves made by officers in the military reviews of the seventeenth century.

*5. The most serious breach of sword etiquette is to drop a sword when making the sword salute. Keep a firm grip on the hilt. Officers who wear swords should practice unsheathing, saluting and resheathing the sword so those movements can be done smoothly. When marching in a parade, all eyes are on those saluting when passing the reviewing stand.

4001. NOMENCLATURE AND GENERAL RULES OF THE SWORD

*1. The sword is carried in a scabbard, which sheaths the blade. The sheath is straight and hangs by a ring on a hook, which is attached to the left side of the sword belt as depicted in the illustration below. To attach the sword to the slings, hold the sword in front of you and attach the swivels to the rings, then turn the sword one half turn in a clockwise direction and suspend the uppermost scabbard ring on the sword belt hook. Note that when the sword is in its scabbard, and hanging correctly, the Knuckle Bow is to the rear and the point of the sword extends forward of the knee.

*2. When worn with the Service Dress Blue (SDB), wear the sword belt under the blouse (jacket). The short sling and hook are passed through the opening in the seam on the left side of the jacket, and the long sling hangs out from below the jacket hem. (Some SDB jackets may need to be professionally tailored to create the opening.) Due to the location of the openings in the various SDB blouses, the belt may have to be worn at a position above the natural waist.

*3. The sword grip is made of bone, ivory or special hard white plastic. Short and long slings with snap clips complete the attachment of the scabbard to the sword belt. Cadets are not allowed to wear the Commissioning Knot. Study the illustration of the parts of the sword and belt as shown in figure 4-2.

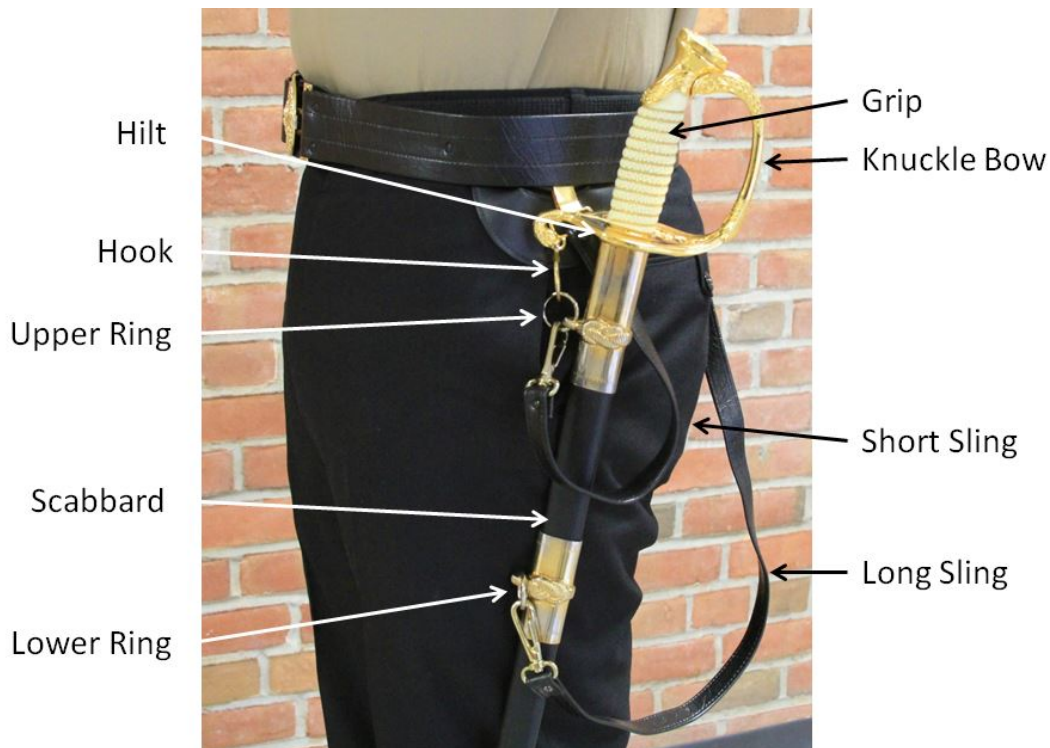


Figure 4-2.--Parts of the Sword.

*3. Due to the construction of the sword belts, care must be taken to position the hook directly over the outboard-most point of the left hip, otherwise the scabbard when hanging, may tend to point inboard towards the knee and thus cause the wearer to trip when marching. This may negate having the buckle on the gig-line when wearing the Service Khaki or Navy Service Uniforms. When wearing the belt under the Service Dress blouse the gig-line discrepancy is not apparent. If, for uniformity during inspections or competitions, the gig line might cause points to be deducted, instructors are authorized to have cadets steady the scabbard when marching.

4. When in formation, officers draw and return swords, without command, when the commander of their unit does. Unless they are members of the commander's staff, other unit officers execute all other movements of the sword manual on the commander's command to the entire unit. After these orders are carried out, the commander gives separate commands to his staff, which he and his staff execute together.

5. The sword will be drawn by unit leaders whenever the unit or drill team is armed with drill rifles, **except** when at ease, rest, route step, at ease march or inspecting cadets. The unit leader, after being inspected, will return sword prior to accompanying the inspecting party.

6. The sword should always be in its scabbard when its bearer is not in formation.

7. Carry of the Sword and Scabbard Unrigged.

a. When not in formation and it is impractical to carry the sword in its scabbard rigged at the side, the sword sheathed in its scabbard may be carried under the left arm.

b. Place the sword and scabbard under the pit of the left arm with the hilt just to the rear of the left shoulder (knuckle bow up). The shoe or lower edge of the scabbard is forward and slants downward to prevent the sword from falling out of the scabbard. The left arm is crooked so that the left hand supports the scabbard forward of the shoulder. The fingers of the left hand are joined and wrapped around the top of the scabbard, and the thumb is wrapped around and supports it from underneath. The upper left arm holds the scabbard against the body. See Figure 4-3.



Figure 4-3.—Carry of Unrigged Sword & Scabbard

4002. DRAW SWORD

1. The command is "**Draw, SWORD.**"

2. On the preparatory command "**Draw,**" grip the scabbard just below the upper ring mounting with your left hand. Turn the scabbard clockwise about 180 degrees and tilt it forward to form an angle of 45 degrees with the deck. Grasp the sword grip with your right hand and pull it about six inches out of the scabbard. Your right forearm should now be parallel to the deck, your left hand holding the scabbard against your side.

3. On the command of execution "**SWORD:**"

a. Draw the sword smartly out of the scabbard, raising your right arm to its full length directly in front of you at an angle of 45 degrees with the sword in a straight line with your arm and shoulder, the true edge down; at the same time, release the scabbard and lower your left hand to your side.

b. Pause for one count.

c. Lower your right arm down toward your right side while at the same time bringing the point of the sword blade toward your right shoulder. Bringing the false edge of the blade against the shoulder seam, blade vertical with the arm nearly extended. The right thumb and forefinger embrace the lower part of the grip, with the thumb against the trouser seam, and the remaining fingers joined in a natural curl behind the end of the hilt as if holding a pen or pencil. This is the position of carry sword. (see Figure 4-3)

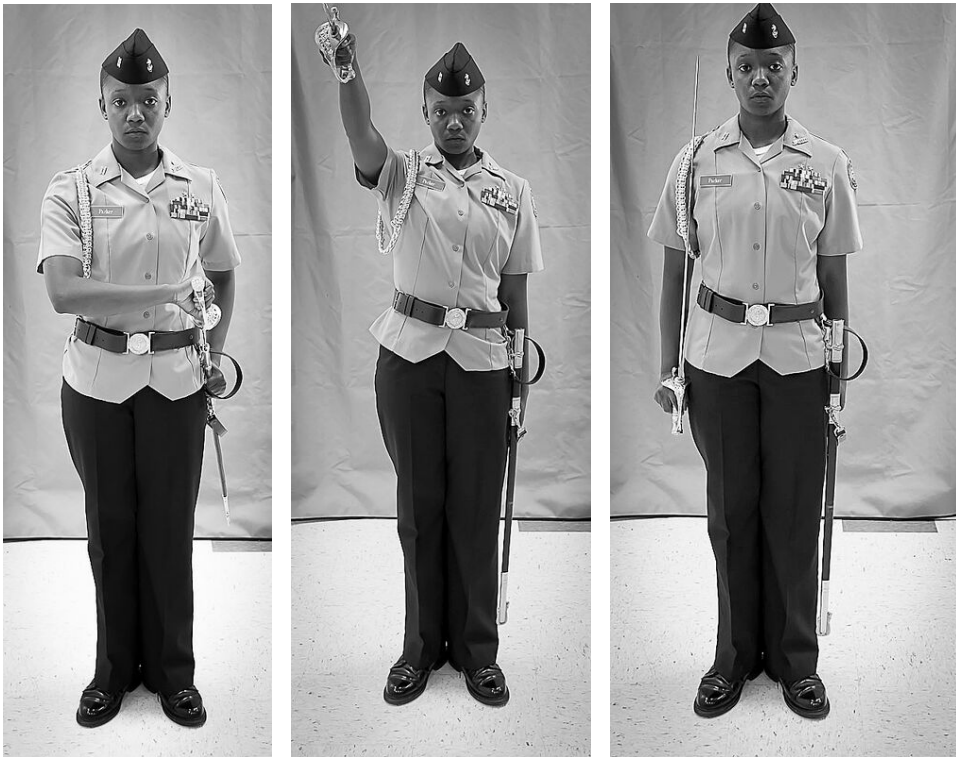


Figure 4-3a.--Draw Sword To Carry Sword.



Figure 4-3b. - Carry Sword Hand Position

4003. PRESENT SWORD FROM CARRY OR ORDER SWORD

1. The command is "**Present, Sword (ARMS).**" It may be given only when halted at order sword or carry sword. It is executed in two counts.
2. On "**Present,**" raise the right hand to the level of and 6 inches in front of the neck. Keep the thumb on the left side of the grip, wrist slightly bent, and inner forearm against the body. The blade should incline forward at a 30-degree angle from vertical.
3. On "**SWORD (ARMS),**" bring the point down smartly, without whipping, to a position three inches above the deck and slightly right of the right foot. Straighten the arm so the

knuckle bow is against the trouser seam. The blade is inclined down and to the front with the true edge to the left. The thumb remains on the left side of the grip (see figure 4-3).

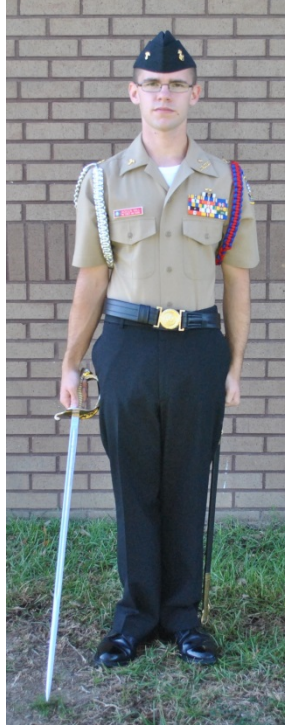
4. When at carry or order sword and it becomes necessary to salute without command, execute present sword. After the salute has been returned, go to order sword (then to carry sword if walking).



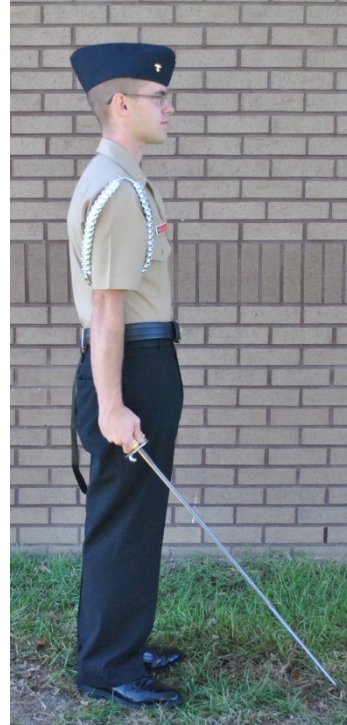
On Command:
"Present"



On Command:
"Present" (Side)



On Command:
"Arms"

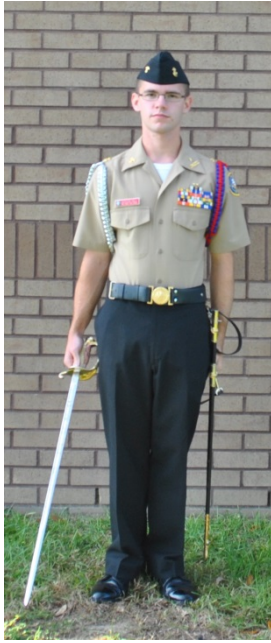


On Command:
"Arms" (Side)

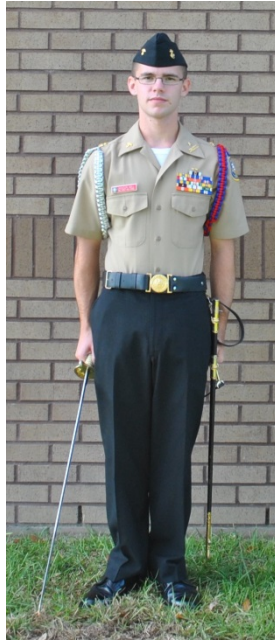
Figure 4-4.--Present Sword.

4004. ORDER SWORD FROM PRESENT SWORD

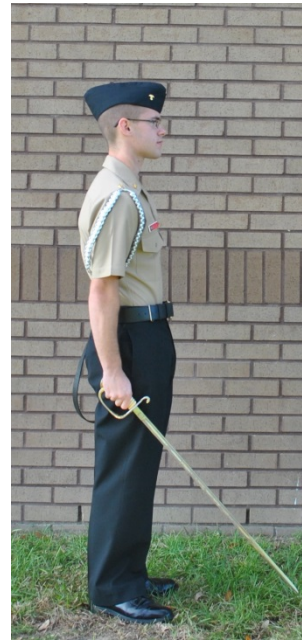
1. The command is "**Order, SWORD (ARMS).**" It is executed in one count.
2. On "**SWORD (ARMS),**" turn the true edge down. In this position, the right arm hangs naturally with the thumb along the trouser seam. The blade slants down to the front with the point 3 inches from the deck (see figure 4-5).



Present Sword



Order Sword



Order Sword (side)

Figure 4-5.--Order Sword from Present Sword.

4005. CARRY SWORD FROM ORDER SWORD OR PRESENT SWORD

1. Carry sword is the position to which you will move the sword in the following situations:
 - a. Giving commands.
 - b. Changing positions in formation at quick time.
 - c. Addressing or being addressed by a senior.
 - d. The preparatory command for quick time (**FORWARD**) has been given.
 - *e. While marching at quick time. While marching with the sword at the carry, your arms should swing six inches to the front and three inches to the rear. Do not hold the sling or scabbard while marching except as noted in paragraph 4001.3.
 - f. When any manual of arms movement has been ordered except parade rest, at ease, rest, present arms, or eyes right/left. When in formation with personnel to your front at normal distance or less (staves excluded), remain at carry sword except at rest or at ease.
2. The command is "**Carry, SWORD**" it may be given only when halted at order sword or present sword. Cadets armed with the sword would also execute carry sword when the unit is given any manual of arms movement (e.g., port, left/right shoulder arms).
3. When at order sword and the command "**Carry SWORD**" is given. On the command of execution "**SWORD,**" bend the wrist without bending the elbow, and bring the false edge of the blade against the shoulder seam, blade vertical back of the grip to the rear, and the

arm nearly extended. The right thumb and forefinger embrace the lower part of the grip, with the thumb against the trouser seam, and the remaining fingers joined in a natural curl behind the end of the hilt. **In order to maintain control of the blade the right hand should maintain contact with the leg throughout the movement. This action to move the blade upward should resemble an upside down "U" along the leg—not a flick of the wrist. The thumb and forefinger should apply pressure against the grip in order to keep the sword snugly into the small of the shoulder.**

4. When at present sword and the command of **"Carry, SWORD"** is given.

a. On the preparatory command of **"Carry,"** turn the true edge down. In this position, the right arm hangs naturally with the thumb along the trouser seam. The blade slants down to the front with the point three inches from the deck.

b. On the command of execution **"SWORD,"** bend the wrist without bending the elbow, and bring the false edge of the blade against the shoulder seam, blade vertical back of the grip to the rear, and the arm fully extended. In order to maintain control of the blade the right hand should maintain contact with the leg throughout the movement. This action to move the blade upward should resemble an upside down "U" along the leg—not a flick of the wrist. The right thumb and forefinger embrace the lower part of the grip, with the thumb against the trouser seam, and the remaining fingers joined in a natural curl behind the end of the hilt. The thumb and forefinger should apply pressure against the grip in order to keep the sword snugly into the small of the shoulder.

4006. EYES RIGHT (LEFT) FROM CARRY OR ORDER SWORD

1. The command is **"Eyes, RIGHT (LEFT)."** It may be given when halted at order sword or when marching at carry sword. It is executed in two counts.

2. Eyes Right (Left) While Halted

a. On **"Eyes,"** raise the right hand to the level of and six inches in front of the neck. Keep the thumb on the left side of the grip, wrist slightly bent, and inner forearm against the body. The blade should incline forward at a 30-degree angle from vertical.

This movement is the same as that made on the preparatory command of **"Present."**

b. On **"RIGHT (LEFT),"** bring the point down smartly, without whipping, to a position 3 inches above the deck and slightly right of the right foot. Straighten the arm so the knuckle bow is against the trouser seam. The blade is slanted down and to the front, with the true edge to the left. The thumb remains on the left side of the grip. At the same time, turn the head and eyes 45 degrees to the right (left). If in extreme right (left) file, continue looking straight ahead.

3. Order Sword from Eyes Right (Left) (Executed While Halted with and without commands).

a. The command is **"Ready, FRONT."** It is executed in one count.

b. On **"FRONT,"** turn the true edge of the sword down. At the same time, turn the head and eyes smartly to the front.

c. As the reviewing party passes, follow with your head and eyes until you are looking directly to the front and then execute order sword.

4. Eyes Right (Left) While Marching

a. The command is **"Eyes, RIGHT (LEFT)."**

b. The preparatory command **"Eyes"** is given as the right foot strikes the deck.

c. As the left foot strikes the deck raise the right hand to the level of and 6

inches in front of the neck. Keep the thumb on the left side of the grip, wrist slightly bent, and inner forearm against the body. The blade should incline forward at a 30-degree angle from vertical. This movement is the same as that made on the preparatory command of **"Present."** The left arm continues to swing naturally.

d. The command of execution **"RIGHT"** is given as the right foot strikes the deck.

e. As the left foot strikes the deck bring the point down smartly, without whipping, to a position 3 inches above the deck and slightly right of the right foot. Straighten the arm so the knuckle bow is near but not touching the trouser seam. The knuckle bow does not rest against the trouser seam while marching in order to prevent the sword from moving. The blade is slanted down and to the front, with the true edge to the left. The thumb remains on the left side of the grip. At the same time, turn the head and eyes 45 degrees to the right. If in extreme right file, continue looking straight ahead. The right arm does not swing. The left arm continues to swing naturally.

f. To execute eyes left while marching, use the above sequence substituting left for right and right for left.

5. Carry Sword from Eyes Right (Left) (Executed When On the March)

a. The command is **"Ready, FRONT."** Execution is begun on the preparatory command.

b. The preparatory command **"Ready"** is given as the left foot strikes the deck.

c. As the right foot strikes the deck turn the true edge of the sword down.

d. The command of execution **"FRONT"** is given as the left foot strikes the deck.

e. As the right foot strikes the deck raise the sword to carry. At the same time, turn the head and eyes to the front.

f. The best way to coordinate the movements of the sword when executing eyes right and ready front while marching is:

Foot:	RIGHT	LEFT	RIGHT	LEFT	--	LEFT	RIGHT	LEFT	RIGHT
Command:	"Eyes,	(UP)	RIGHT"	(DOWN)	--	"Ready,	(DOWN)	FRONT"	(UP)

4007. PARADE REST FROM CARRY OR ORDER SWORD

1. The command is **"Parade REST."** This command is normally given from order sword, in which case it is executed in one count.

2. If given when at carry sword, go to order sword on the command of **"Parade."** **On the command: "REST,"** move the left foot smartly 12 inches to the left. At the same time, lower the point of the sword to the deck, place the left hand behind you, at the small of the back, fingers extended and joined, thumb along the hand.

3. Order Sword From Parade Rest

a. The command is **"Platoon (Company or Detail), ATTENTION."** It is executed in one count.

b. On **"ATTENTION,"** bring the left heel smartly against the right and the left hand back to the side. Raise the blade so the point is 3 inches from the deck.

4008. AT EASE FROM CARRY OR ORDER SWORD

1. The command is **"AT EASE."** It may be given from any position of the sword.

2. On "AT EASE," go to order sword if not already at that position. Then move the left foot 12 inches to the left and lower the point of the sword to the deck. Rest the weight equally on both feet with the legs straight. At the same time, place the left hand behind you. Keep the fingers straight and joined, the palm flat and facing rear. You may relax and, except for your right foot and sword point, move about. Do not talk.

4009. REST FROM ANY POSITION OF THE SWORD. The command is "**REST.**" It is executed in the same manner as at ease, the only difference being that you may talk.

4010. TO RETURN TO ATTENTION

1. The command is "**Platoon (Company or Detail), ATTENTION.**" Execution is begun on the preparatory command.

a. On "**Platoon (Company or Detail)**" go to parade rest.

b. On "**ATTENTION,**" bring the left heel smartly against the right and the left hand to the side. Raise the blade so the point is 3 inches from the deck.

4011. RETURN SWORD FROM CARRY OR ORDER SWORD

1. The command is "**Return, SWORD.**" Execution is begun on the preparatory command.

*a. On the preparatory command "**Return,**" raise the right hand and sword to a position six inches in front of the neck, as in the first count of present sword. At the same time, grasp the scabbard with the left hand just above the upper brass mounting ring. Tilt is forward and turn it clockwise 180 degrees. The scabbard should form a 45-degree angle with the deck. Then lower the sword point to a position just above the opening of the scabbard. Look down at the opening. Guide the point into the opening with the left thumb and forefinger until the right wrist and forearm is parallel to the deck. (**Care in resheathing the sword must be taken so that the point of the sword doesn't damage the inside of the sheath.**) At the same time, raise the head back to attention. The left hand holds the scabbard against the side.

b. On the command of execution "**SWORD,**" push smartly down on the grip so it will slide all the way into the scabbard. Then bring the right hand smartly back to the right side. At the same time, rotate the scabbard with the left hand 180 degrees counterclockwise and return the left hand to the position of attention (see figure 4-6).

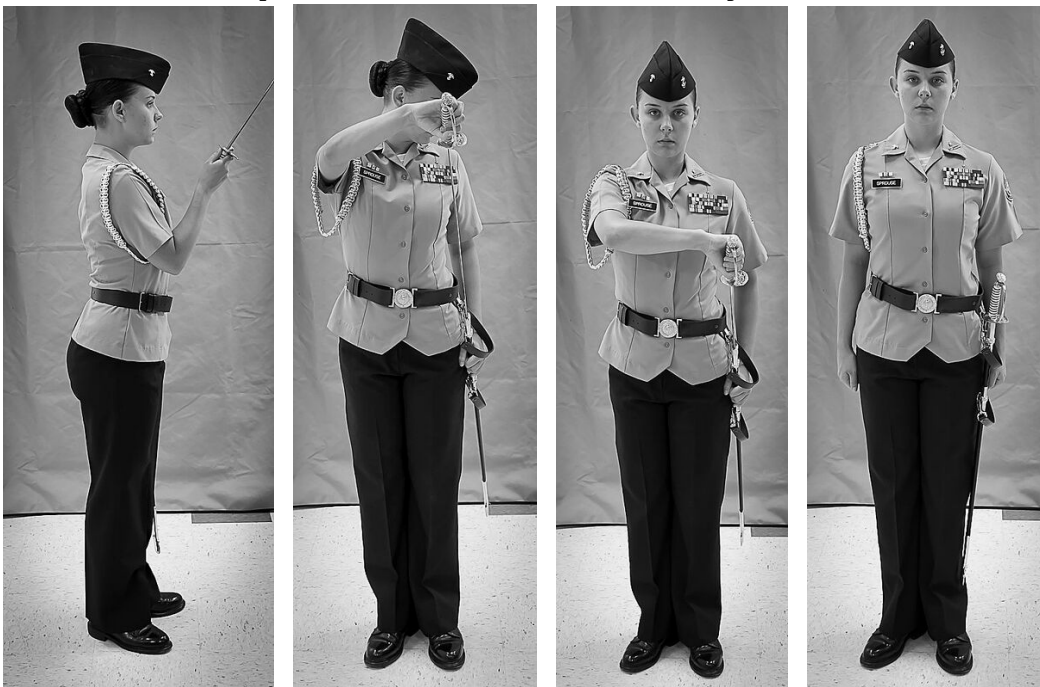


Figure 4-6.--Return Sword.

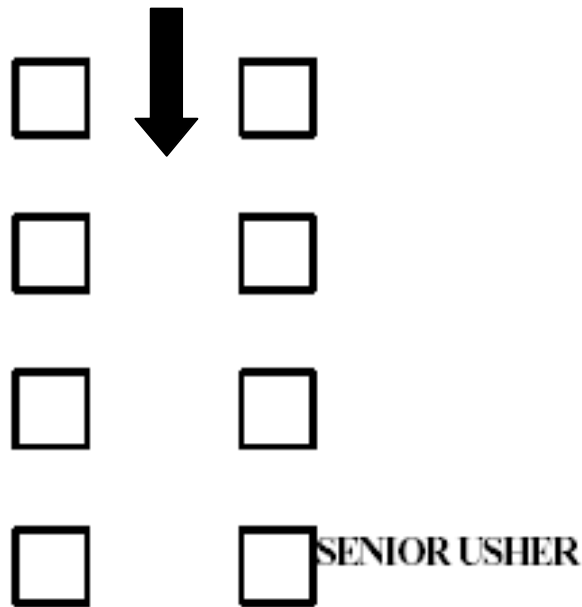


Figure 4-1.--Formation for the Arch of Swords.

*4012. ARCH OF SWORDS AND CAKE CEREMONIES

1. The arch of swords and the cutting of a cake are commonly conducted at the annual Military Ball. A usual feature at some balls is the Grand March (sometimes called the John Paul Jones or Grand Promenade). This is led by the company commander and his date, followed by his sword-carrying staff and any sword-carrying officer guests and their dates. At one stage of the march (toward its conclusion), the officers will unsheathe their sword and make an arch under which all couples following them in the march will pass. It is a great deal of fun and is a special traditional feature of some Military Balls.
2. The arch of swords ceremony is an old English and American custom, which gives a symbolic pledge of loyalty to the newly married couple. Only the newly married couple is allowed to pass under the arch. NJROTC has practiced this custom during homecoming games, and other events as determined by the Naval Science Instructor.
3. Cadet Officers usually form the sword detail; however other cadets may be designated as determined by the Naval Science Instructor. Customarily, six or eight members take part in the ceremony. The Cadet ushers form at the designated arch position, in two equal ranks, at normal interval, facing each other, with sufficient room between ranks (3 to 4 paces) for the honorees to pass. The senior Cadet usher is positioned in the left rank furthest from the arch exit point (see figure 4-1).
4. At the appropriate time, the arch honorees (usually male and female pairs) will stand outside the main arch entrance. The senior Cadet usher will then form the arch of swords by commanding, "**Draw, SWORD.**"
 - a. On the preparatory command, "**Draw,**" execute the first count of the movement as described in paragraph 4003 of this manual.
 - b. On the command of execution, "**SWORD,**" remove the sword from the scabbard in one continuous motion to an angle of 45 degrees, points touching across the aisle formed by the ushers. At this point, halt and do not complete the final counts of

draw sword.

5. The arch honorees then pass under the arch. (Note: In the case of a wedding, the bride and groom, and only the bride and groom pass under the arch. As the newlyweds approach the last two ushers, they slowly lower their swords to halt the couple. The senior usher then congratulates the couple, and then announces the new couple to those assembled. The last two ushers then slowly raise their sword back to the arch position and allow the couple to pass).

6. After the arch honorees have cleared the arch the senior Cadet usher gives the command, "**Return, SWORD.**"

a. On the preparatory command, "**Return,**" move the sword to the present position and then to the scabbard as described in paragraph 4012 of this manual.

*7. Also at the ball, there is often a cake to be cut. It is sometimes impressive to cut the cake with a sword. The first piece of cake is traditionally given to the female honored guest or the wife of the honored guest. (NOTE: do not allow the sword to be returned to the sheath until after a thorough cleaning.)

8. These are dignified, symbolic ceremonies, performed to especially honor the participants and to recognize the military tradition of the sword and the honorable profession of bearing arms. They are happy events carried out with good humor. All guests at the military ball should quietly stand, surrounding the cake at a respectful distance during the cake cutting ceremony. They ordinarily applaud and "bravo" after the cutting and applaud after the presentation of the first piece of cake to the honored lady.

*9. For detailed information about cake-cutting ceremonies, refer to chapter 5, paragraph 5017 and chapter 23 of the MCDCM. Units can tailor the ball and cake-cutting ceremony guidance in the MCDCM to fit its needs. For more information on ceremonies, see: *Naval Ceremonies, Customs, and Traditions* (Naval Institute Press 2004) or *Service Etiquette* (Naval Institute Press 2009)

CHAPTER 5
GUIDON MANUAL

5000. GENERAL

1. The guidon is a company/platoon identification flag. It is carried on an 8-foot staff at ceremonies and at other times prescribed by the SNSI/NSI. (See figure 5-1.)

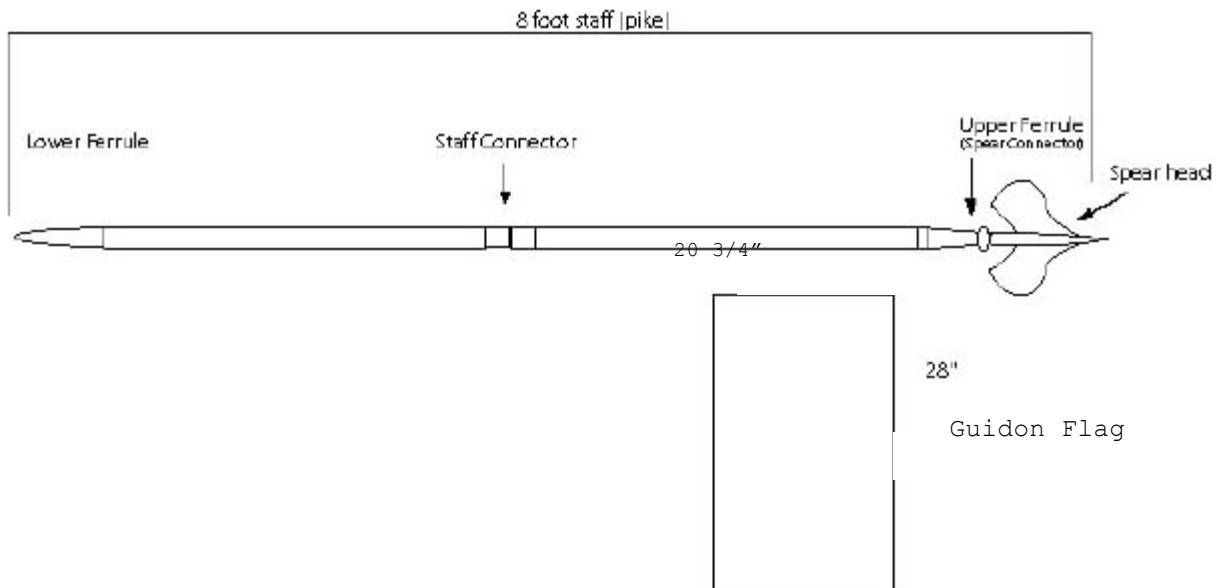


Figure 5-1.--Guidon and Staff.

- *2. The guidon may be displayed in the classroom and when carried in formation.
3. In selecting a guidon bearer, the SNSI or NSI should choose an individual who is outstanding in bearing, appearance, and ability.
4. When acting as guidon bearer, the individual is considered under arms and does not have to carry a weapon. If a weapon is carried, it will be slung.
5. The guidon is brought to present guidon, parade rest, and order guidon with the company.
6. When at route step or at ease march, the guidon may be carried in either hand.
7. When at order guidon, the guidon is brought to carry on the preparatory command for any facing or marching movement.
8. The guidon staff should be marked with two thumbtacks. The first tack marks the position of the guidon bearer's right thumb position at order guidon. The second thumbtack is placed 6 inches below the first tack to mark the guidon bearer's right thumb position at carry guidon.
9. The two grasps of the guidon are identified as the "V" grip and the strong grip. For the "V" grip, the staff is placed in the "V" formed by the thumb and fingers of the right hand, thumb along the trouser seam with the fingers extended and joined. The strong grip is when the thumb is wrapped around the front of the staff with the fingers wrapped to the rear.

a. The "V" grip is used at the order and when executing "Present Guidon" and during "Eyes Right/Left" and "Officers Center." (See figure 1-5)

b. The strong grip is used while on the march and facing movements.

10. All guidon movements are performed at 112-120 beats per minute.

5001. ORDER GUIDON. At order guidon, the ferrule rests on the deck touching the outside edge of the right shoe close to the little toe. The staff is grasped in the "V" grip with the right elbow close to the side so that the forearm helps to support the staff. The upper staff rests in the hollow of the right shoulder. The staff is vertical with the flat side of the spearhead facing front. The rest of the body is at attention. (See figure 5-2.)



Figure 5-2. Order Guidon.

5002. CARRY GUIDON. This is the normal position of the guidon while marching at quick time. It is carried using the strong grip with the ferrule 6 inches above the deck and the flat side of the spearhead facing front. (See figure 5-3.)

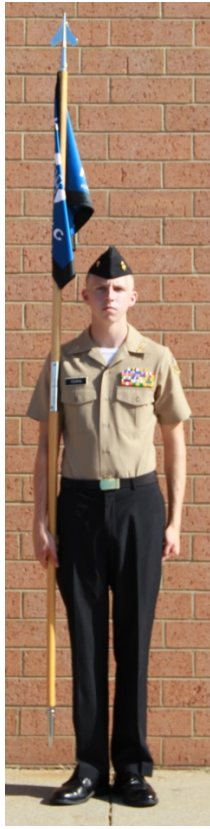


Figure 5-3. Carry Guidon.

5003. DOUBLE TIME WITH THE GUIDON. For marching at double time, on the preparatory command, bring the staff across the body with the spearhead to the left. The right hand grasps the same spot as at carry. The right forearm is level with the deck and the elbow against the body. Grip the staff with the left hand in front of the point where the neck and left shoulder join. The flat side of the spearhead should face front. (See figure 5-4.)



Figure 5-4. Guidon Carry at the Double Time

5004. CARRY GUIDON FROM ORDER GUIDON. This three-count movement is executed on the preparatory command for any movement that will require the guidon bearer's feet to be moved. Execution is begun on a preparatory command such as "**Forward,**" "**About,**" etc.

Note: Unit leaders should pause before giving the command of execution to allow the guidon bearer time to execute this movement.

1. On the preparatory command, reach across the body and grasp the staff with the left hand.
2. Change the grasp to the strong grip, while raising the staff with the left hand until the ferrule is 6 inches above the deck. Hold the staff vertical with the right hand.
3. Move the left hand smartly back to the side.

5005. READY GUIDON FROM ORDER OR CARRY GUIDON. This movement is used as a signal for aiding cadets in the execution of commands where hearing verbal commands is difficult, such as when in a very large formation or when following closely behind a band. When directed by the unit commander, the guidon is brought to ready guidon on specified preparatory commands. Ready guidon may be used as a signal for the execution of any command except present arms and eyes right (left), at which times the guidon must render honors.

1. On the specified preparatory command of marching movements, for example FORWARD, bring the left hand across the body to grasp the staff above right hand. Change the grasp of the right hand so that the staff is gripped from the rear. Then raise the right hand to shoulder height, causing the guidon to be raised approximately 3 feet. At the same time, change the grasp of the left hand from above the right hand to just above the lower ferrule. (see figure 5-5)

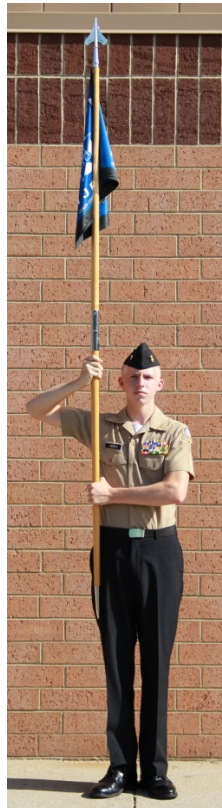


Figure 5-5.--Ready Guidon

2. On the command of execution, smartly lower the right hand and staff to the position of carry guidon. At the same time, return the left hand to a position above the right hand and steady the staff as the grasp of the right hand is changed. Return the left hand to

the position of attention.

3. Ready guidon may also be executed without command during formation of a unit prior to march on for a review of parade. The guide executes it after the unit has been brought to attention (right shoulder arms if so armed) after the adjutant has commanded, "**Sound, ATTENTION.**" Ready guidon is used to signal the adjutant that the unit is ready for his next command.

5006. ORDER GUIDON FROM CARRY GUIDON. This two-count movement is executed without command at the completion of any movement that required the guidon bearer to come to carry guidon. If there are a series of movements, executed immediately one after the other, order guidon will not be executed until after the final one. However, during NJROTC drill competition, the guide will execute order guidon after each movement. Order guidon is executed in two counts by 1) allowing the staff to slip through the right hand until the lower ferrule rests on the deck (This movement may create an audible sound as the ferrule touches the deck) and 2) changing the grasp to the "V" grip. The left hand does not assist this movement.

5007. PRESENT GUIDON FROM ORDER OR CARRY GUIDON. From order or carry guidon, this movement is executed on command. During officers center, the movement is executed after halting, from the carry and without command. Since the right hand is 6 inches lower on the staff at carry than at order, the ferrule will extend farther to the rear when at present guidon from order than it will at present guidon from the carry.

1. From order guidon, the command is "**Present, ARMS.**" It is executed in one count.

2. On "**ARMS,**" lower the guidon straight to the front. The right arm is extended until the lower portion of the staff rests in the pit of the right arm and the entire staff is horizontal to the deck. As the staff is lowered rotate the staff to the right so that the sharp edge of the spearhead faces down. Hold the right elbow firmly against the body. (See figure 5-6.)

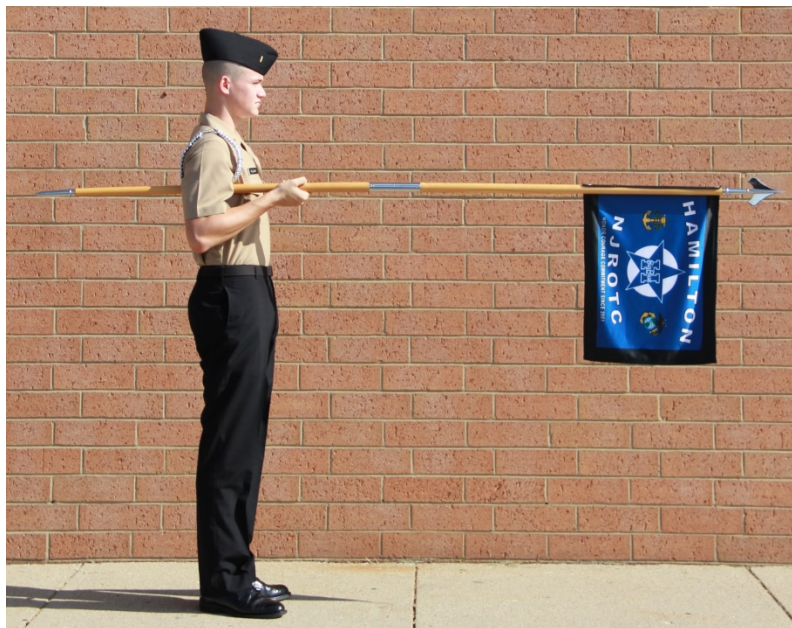


Figure 5-6. Present Guidon.

3. From carry guidon and while on the march, the command is "**Eyes, RIGHT (LEFT).**" It is executed in the following manner:

a. On the command "**Eyes, RIGHT (LEFT),**" if the guidon bearer is marching one pace to the left and one pace to the rear of the unit leader, it is executed in the same manner as from order guidon except that the head and eyes are turned right (left)

45 degrees as the guidon is lowered. (See figure 5-7b.)

b. On the command "**Eyes, LEFT,**" if the guidon bearer is marching in the extreme right file it is executed in the same manner as from order guidon except that the head and eyes are turned left 45 degrees as the guidon is lowered

c. On the command "**Eyes, RIGHT,**" if the guidon bearer is marching in the extreme right file it is executed in the same manner as from order guidon with the head and eyes to the front as the guidon is lowered (See figure 5-7a.)

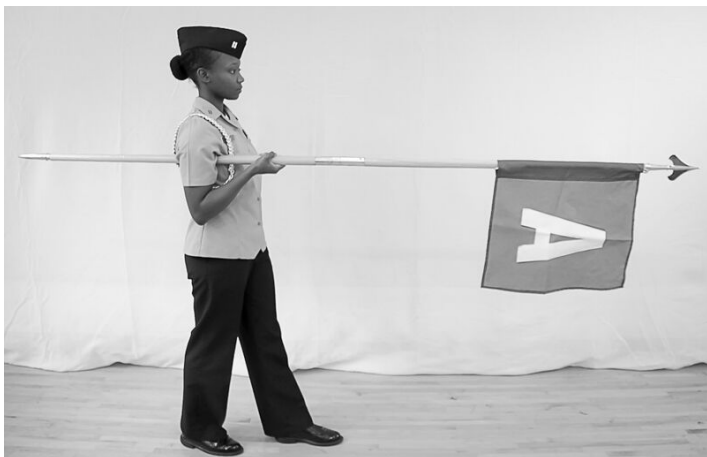


Figure 5-7 a. Eyes Right with Guidon on the March.

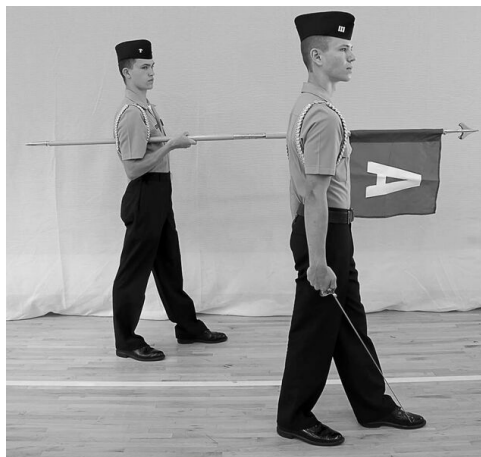


Figure 5-7 b. Eyes Right with the Guidon One Pace to the Left and One Pace to the Rear of the Unit leader.

5008. ORDER GUIDON AND CARRY GUIDON FROM PRESENT GUIDON

1. To return to order guidon, the command is "**Order, ARMS.**"

2. On the preparatory command "**Order,**" grasp the staff smartly and audibly with the left hand, palm up, at a point just forward of the right hand. (See figure 5-8.) On "**ARMS,**" with the left hand, pull the guidon staff up and back to the vertical position of carry guidon, pivoting it on the right hand as it is lowered back to the right side. Then let the staff slide straight downward through the right hand until the lower ferrule rests on the deck, the left hand steadies the staff as it slides downward. Cut the left hand smartly back to its normal position at the left side. The flat side of the spearhead is back facing to the front.



Figure 5-8.—First Movement to Carry Guidon from Present Guidon.

3. To return to carry guidon the command is **"Ready, FRONT."**

4. On the preparatory command **"Ready,"** grasp the staff smartly and audibly with the left hand, palm up, at a point just forward of the right hand. On **"FRONT,"** with the left hand, pull the guidon staff up and back to the vertical position of carry guidon, pivoting it on the right hand as it is lowered back to the right side, the flat side of the spearhead facing to the front. Cut the left hand back to the left side and turn the head and eyes smartly to the front.

5009. PRESENT GUIDON FROM CARRY GUIDON AT OFFICERS CENTER. This movement is executed without command, upon halting at officers center during a parade. It is executed in one count as explained in paragraph 5007.2. The movement will be executed on the fourth count after the command **"Officers, HALT."** For details on executing officers halt refer to MCO P5060.20 paragraphs 17006.9 through 17006.14.

5010. CARRY GUIDON FROM PRESENT GUIDON AT OFFICERS CENTER

1. The command is **"Carry, SWORD."** **"Ready, TWO"** if the officers are not armed with swords.

2. On the preparatory command **"Carry (Ready),"** grasp the staff with the left hand and on the command of execution **"SWORDS (TWO),"** bring the staff back to the carry guidon position as described in paragraph 5002.

5011. GUIDON SALUTE FROM CARRY OR ORDER GUIDON.

1. The command is GUIDON, (RIFLE) SALUTE. This movement may be executed on command, when in formation, or individually without command if the guidon bearer is en route to or from formation. It is executed in two counts.

2. On SALUTE, move your left hand, palm down, smartly to a position above the right hand, with the left arm parallel to the deck. Keep the thumb and fingers straight and together. Touch the staff with the first joint of the forefinger. Turn your head and eyes toward the person being saluted.

3. On the command READY, TO or after your salute is returned, move your left hand smartly back to your side and look to the front. See illustration 5-9 for the Guidon Salute.

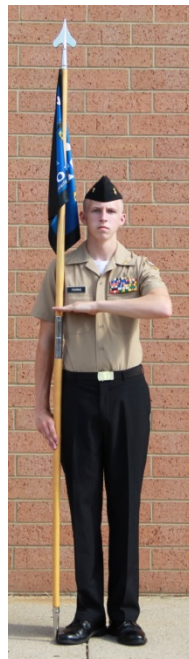


Figure 5-9. Guidon Salute from Carry or Order Guidon.

5012. RESTS WITH THE GUIDON

1. Parade Rest from Order Guidon

a. The command is "**Parade, REST.**" It is executed in one count. It may be given only when halted at attention.

b. On the command of execution "**REST,**" slide the right hand up the staff to shoulder height. The staff remains in place and vertical. Without loss of motion, straighten the right arm so the staff of the guidon tilts forward at 30 degrees. The fingers and thumb of the right hand are wrapped around the staff. The ferrule remains in the same position as at order guidon. The flat side of the spearhead remains facing front. Place the left hand in the small of the back. Keep the fingers straight and touching. The palm is flat and facing the rear. At the same time, move the left foot smartly 12" to the left without bending the knee. (See figure 5-11.)



a. Front



b. Side

Figure 5-11.--Parade Rest with the Guidon.

2. At Ease or Rest from Order Guidon. On the command "AT EASE" or "REST," the right foot remains in place and the guidon is held as in parade rest with the right arm relaxed slightly.

a. The command is "**AT EASE.**" It is executed in two counts. It may be given only when halted at attention.

b. On the command, and for count one, execute parade rest as described in paragraph 5013.1b.

c. On the second count, you may relax and, except for your right foot and ferrule, move about. Do not talk.

3. Fall Out from Order Guidon. The command is "**FALL OUT.**" It may be given only from order guidon. Upon the command, leave your position in ranks but remain nearby.

4. Order Guidon from Rest Positions

a. From parade rest, at ease, and rest, the command is "**Platoon (Company or Battalion), ATTENTION.**" On the preparatory command, go to parade rest, if not already in that position. At the command "**ATTENTION,**" go smartly to order guidon.

b. From fall out, the command is "**FALL IN.**" Upon the command, go back to your position in formation and stand at attention at order guidon.