



Rensselaer

RESERVE OFFICER TRAINING CORPS

2018

Drill Standard Operating Procedure



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A. Time, Date, Location

The 1st Annual RPI JOINT MEC will be held at the Armory located on the campus of Rensselaer Polytechnic Institute on Saturday, 24 March 2018. Directions are available at our website <<https://rpidrillmeet.github.io/#>>. The competition will start at 0730 with opening ceremonies. All drill commanders are required to attend the Commander's Call at 0645.

B. Check In

All teams are requested to check in on Friday, 23 March 2018. Check in will be at the main doors to the Armory on the first floor between 1900 and 2200. The Drill Team Commander will receive a packet containing a schedule outlining the team's events, a list of local restaurants, and tickets for IDR competitions. If your team has arranged for billeting at RPI, the Drill Team Commander will be notified of your accommodations at this time. Evening practice time is available in the Armory from 2000 to 2130 for teams to utilize. If you are unable to check in during the above time period, contact the Drill Meet Officer, Cadet Paul S. Hotaling (hotalp@rpi.edu or (413)-575-7417) ahead of time.

C. Billeting

A list of hotels is available on the RPI Drill Meet website. If you intend to stay at one of these establishments, it is suggested that you make arrangements as early as possible. Free billeting will be available on the RPI campus. **Be prepared to sleep on a concrete or wood floor and provide your own sleeping bags/cots.** Teams will be billeted as close together as possible. The Armory will be open and available for showers the night before and the morning of the meet.

D. Breakfast/Lunch

Breakfast and lunch will be provided for a nominal fee run by the Arnold Air Society Jack Newkirk Squadron.. In the interest of saving time, there will be **no scheduled lunch break** during the competition.

E. Commander's Call

Commander's Call will begin at 0645 in Armory Classroom AR209. All team commanders are required to attend. The meeting will cover:

- Final overview of competition regulations and scoring
- Brief from the RPI Drill and Athletics Officers
- Any last-minute amendments
- Opening/Closing Ceremony Procedures
- Briefing question and answer period

If possible, arrangements will be made to have head MEC judges available for questioning.

F. Opening Ceremony

The Opening Ceremony will begin promptly at 0730; however, teams should begin to form up after the Commander's Call. The uniform for the Opening Ceremony will be Service Dress. A Color Guard will present the colors. An invocation and opening remarks will also be given. Finally, the judges will be introduced, and the competition will begin.

The Closing Ceremony may begin at any time after all events have been completed and results are finalized. Please listen for an announcement regarding the start time for Closing Ceremonies.

This announcement should be made between 1500 and 1700. The Drill Meet will conclude NLT 1900.

G. Changing Facilities

Locker rooms will be available during the meet, but they will be limited. Therefore, do not plan on storing weapons, uniforms, etc. in the locker rooms. They may only be used to change clothes and uniforms.

H. Regulations & Uniforms

Unarmed Drill and Color Guard events will be judged in accordance with AFMAN 36-2203. Armed Drill will be judged in accordance with MCO P5060.20.

*Note: In an effort to allow for Navy Units to compete in Air Force Color Guard Drill, Color Guard Units do not have to perform "Uncase/case Colors". Please refer to "Scoring" section for more information.

The uniform for any inspection/standard/basic drill or color guard event is Service Dress. Any standard uniform combination is allowed for the innovative/exhibition/trick events. Uniforms must conform to respective service regulations applicable to individual units. AFROTC detachments will adhere to Chapter 8 of AFROTCI 36-2008, AFROTC Cadet Uniforms and Insignia. NROTC units will adhere to Navy Uniform regulations following NAVPERS 15665I. Participants will not be allowed to polish their shoes on the Armory floor, but will be provided a spot to do so in the same building. Limited locker rooms will be available during the competition; therefore, do not plan on leaving weapons, uniforms, etc. in the locker rooms. They may only be used to change clothes and uniforms.

The uniform for the Warrior Competition is camouflage utilities (no covers) and combat boots. The uniform requirements for the iron man or basketball events will be the physical training uniform or their respective detachment/unit athletic attire to ensure that teams are standardized and professional.

I. Weapons

Teams must provide their own weapons. All weapons must be deactivated; no functioning weapons or weapons with bayonets will be allowed into the armory. *It is your responsibility to secure your weapons at all times.* The basement of the Armory can be used for equipment storage at the discretion of the units. Any weapons left unsecured or being used in an unprofessional manner will be confiscated and returned at the end of the meet.

J. Judges

All judges will be Non-Commissioned Officers with expertise in the area of drill and ceremonies. Air Force NCO's will be judging all Flight Drill events. A mixture of Air Force, Navy, and Marine NCO's will be judging the rest of the drill events. All efforts will be taken to ensure standardized, uniform grading throughout each drill routine with different units. Judge Assistants will be used to aid in boundary breaks and length of routines.

All decisions made by the judges are final. The specific title used to address the judge will depend on the judge's preference and will be discussed at the Commander's Call.

K. Scoring

For your information, we will include sample scoring sheets on the website. These sheets will be used by the individual judges to rate your performance in each event. **The score used to determine trophy winners will be the sum of the individual judge's scores***. In the event of a tie, the head judge will determine which team is the winner.

*Color Guard: Color Guard will be scored as a percentage of the Unit's score. For example, if Navy Unit Alpha receives a score of 95/105 (without uncase/case), their final score will be 90.48%. If Air Force Unit Delta receives a score of 105/115 (with uncase/case), their final score will be 91.30%.

After the meet, commanders will have the opportunity to take their score sheet and meet with the judges to ask questions. This can be helpful in clearing up any questions they have as well as provide valuable feedback.

The overall scoring and winner of the MEC will be a culmination of total points received across all drill and athletic events. A more detailed scoring guide will be released closer to the day of the MEC.

A Unit must have an AT LEAST ONE entry in the following events to be considered for the overall MEC champion:

1. Color Guard
2. Platoon or Squad Basic

3. One Track Relay or Swimming Relay
4. Two Individuals in the 5k or One Team in the Endurance Challenge

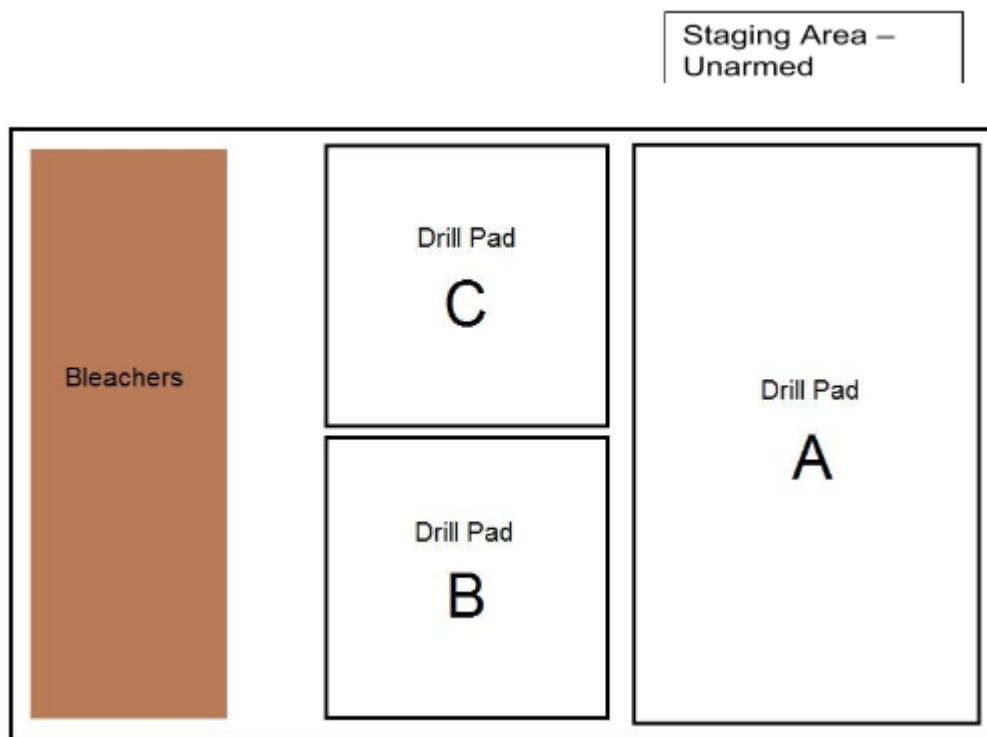
L. Drill Pads

There will be three drill pads. The main drill pad will be 100' by 70'. The two smaller drill pads will be 50' by 36'.

A: Flight Standard & Innovative, Armed Squad, Armed Exhibition

B/C: Inspections, Two-Man Trick, Color Guard

A&B&C: Armed Platoon



M. Unit Size

1. A flight must have at least 9 individuals with the exception of the commander. A guide is optional.
2. A squad must have 5 – 8 individuals with the exception of the commander.
3. A platoon must have at least 12 individuals with the exception of the commander. A guide is mandatory.
4. A color guard must have a minimum of four individuals (two color bearers and two rifle escorts).
5. An armed exhibition routine must have a minimum of 5 individuals with the exception of the commander.

N. Inspections

Schools will be notified when the inspection material for the Air Force and Navy/Marine Corps becomes available. The information will be similar to the current inspection knowledge for each branch. The procedure is as follows:

1. The commander will assemble the team in the staging area adjacent to the drill pad.
2. The judge will indicate that the commander may begin. The commander will march onto the drill pad and form the flight/platoon/squad.
3. The commander will place the flight/platoon/squad at *Open Ranks* before reporting in.
4. **REPORT IN PROCEDURE:**

The commander will report in by saluting and stating:

"Sir/Ma'am, [Team Name] is formed and ready for inspection."

The judge will then explain how the inspection will be conducted and allow the commander to relay this information to his/her team before the inspection begins.

*Note: The score sheets are different for armed and unarmed inspection. All teams entered in both Inspection and Standard/Basic Drill are required to have the same team members participate in both events. Color Guard teams will not be inspected.

O. Unarmed Competition

Flight Standard Drill

Flight Innovative Drill

Flight Standard Drill

1. The commander will assemble the team in the staging area (see above diagram of the drill pads) on the side of the drill pad.
2. From the staging area, the commander will salute the head judge and request:
"Sir/Ma'am, [Team Name] requests permission to enter the drill pad."
Once the judge returns the salute and grants permission, the commander may march the team onto the pad.
3. **REPORT IN PROCEDURE:**
The commander will halt the team on the pad and report in by stating:
"Sir/Ma'am, [Team Name] requests permission to begin the drill sequence."
Once the salute is returned, the commander will reply:
"Thank you, Sir/Ma'am."
4. The commander will then execute the drill sequence.
 - a). There is no time limit for this event, but commanders should allow ample time between static commands so the judges may grade appropriately.
 - b). When the flight is marching, the commander may call commands at any speed.
 - c). If an extra command needs to be inserted, it is not necessary for the commander to raise either his/her hands while the extra command is being called. No points will be

deducted for inserting commands but all commands must be completed in the order given.

- d). If a command on the drill card is missed, the commander must call the missed command and then continue with the published drill card. If not, the following commands will be counted as invalid, resulting in a score of zero for the commands following out of sequence.

5. REPORT OUT PROCEDURE:

When the routine has been completed, the commander reports out by saluting and stating:
"Sir/Ma'am, [Team Name] has completed the drill sequence."

Once the salute is returned, the commander will reply:

"Thank you, Sir/Ma'am"

The commander will then march the team off of the drill pad. It does not matter which way the team exits.

Violation

Subtracted from Total

Any member of the team steps beyond one of the marked boundaries 5 points

*Note: This is a team offense, therefore it is counted as one infraction for each instance of any amount of team members who march out of bounds.

Flight Innovative Drill

Innovative drill is an opportunity for the flight to create an inventive routine utilizing standard and non-standard movements lasting between 5 and 10 minutes. The event will be judged on Originality, Complexity, Quality, Sharpness, and Continuity. The use of verbal cues will detract from the performance and result in a point loss for each occurrence. The flight may enter and exit the drill pad from either the right or left side. The routine must incorporate a "Report In" and a "Report Out" sequence; the verbiage is at the commander's discretion. Time will begin when the team steps on to the drill pad and will stop when the "Report Out" sequence is completed.

Violations

Subtracted from Total

For every 5 seconds over/under the time limit 1 point

Any member of the team steps beyond one of the marked boundaries 5 points

*Note: This is a team offense, therefore it is counted as one infraction for each instance of any amount of team members who march out of bounds.

P. Armed Competition

Platoon Basic Drill

Squad Basic Drill

Armed Exhibition

Two-Man Trick

Platoon Basic Drill

1. The commander will assemble the team in the staging area adjacent to the drill pad.
2. The judge will indicate that the commander may begin. The commander will march onto the drill pad, draw sword, and form the platoon.
3. **REPORT IN PROCEDURE:**
Commander will report in by saluting and stating:
"Sir/Ma'am, [Team Name] requests permission to begin the drill sequence."
Once the salute is returned, the commander will reply:
"Thank you, Sir/Ma'am."
4. The commander will then execute the drill sequence.
 - a). There is no time limit for this event, but commanders should allow ample time between static commands so the judges may grade appropriately.
 - b). When the platoon is marching, the commander may call commands at any speed.
 - c). If an extra command needs to be inserted, it is not necessary for the commander to raise either his/her hands while the extra command is being called. No points will be deducted for inserting commands but all commands must be completed in the order given.
 - d). If a command on the drill card is missed, the commander must call the missed command and then continue with the published drill card. If not, the following commands will be counted as invalid, resulting in a score of zero for the commands following out of sequence.
6. **REPORT OUT PROCEDURE:**
When the routine has been completed, the commander reports out by saluting and stating:
"Sir/Ma'am, [Team Name] has completed the drill sequence."
Once the salute is returned, the commander will reply:
"Thank you, Sir/Ma'am"
The commander will dismiss the platoon, return sword, if applicable, and wait to be addressed.

Violation

Any member of the team steps beyond one of the marked boundaries

Subtracted from Total

5 points

*Note: This is a team offense, therefore it is counted as one infraction for each instance of any amount of team members who march out of bounds.

Squad Basic Drill

1. The commander will assemble the team in the staging area adjacent to the drill pad.
2. The judge will indicate that the commander may begin. The commander will march onto the drill pad, draw sword, and form the squad.

3. **REPORT IN PROCEDURE:**

Commander will report in by saluting and stating:

"Sir/Ma'am, [Team Name] requests permission to begin the drill sequence."

Once the salute is returned, the commander will reply:

"Thank you, Sir/Ma'am."

4. The commander will then execute the drill sequence.
 - a). There is no time limit for this event, but commanders should allow ample time between static commands so judges may grade appropriately.
 - b). When the squad is marching, the commander may call commands at any speed.
 - c). If an extra command needs to be inserted, it is not necessary for the commander to raise either his/her hands while the extra command is being called. No points will be deducted for inserting commands but all commands must be completed in the order given.
 - d). If a command on the drill card is missed, the commander must call the missed command and then continue with the published drill card. If not, the following commands will be counted as invalid, resulting in a score of zero for the commands following out of sequence.

6. **REPORT OUT PROCEDURE:**

When the routine has been completed, the commander reports out by saluting and stating:

"Sir/Ma'am, [Team Name] has completed the drill sequence."

Once the salute is returned, the commander will reply:

"Thank you, Sir/Ma'am"

The commander will dismiss the squad, return sword, if applicable, and wait to be addressed.

Violation

Subtracted from Total

Any member of the team steps beyond one of the marked boundaries

5 points

*Note: This is a team offense, therefore it is counted as one infraction for each instance of any amount of team members who march out of bounds.

Armed Exhibition

Exhibition drill is an opportunity for the unit to create an inventive routine utilizing standard and non-standard movements lasting between 5 and 10 minutes. The event will be judged on Originality, Complexity, Quality, Sharpness, and Continuity. The use of verbal cues will detract from the performance and result in a point loss for each occurrence. The unit may enter and exit the drill pad from either side. The routine must incorporate a "Report In" and a "Report Out" sequence; the verbiage is at the commander's discretion. Time will begin when the team steps

on to the drill pad and will stop when the "Report Out" sequence is completed. Each member of the unit must carry a rifle; the commander has the option of carrying a rifle or sword/saber.

Violations

For every 5 seconds over/under the time limit

Subtracted from Total

1 point

Any member of the team steps beyond one of the marked boundaries

5 points

*Note: This is a team offense, therefore it is counted as one infraction for each instance of any amount of team members who march out of bounds.

Two-Man Trick

The Two-Man Trick is an opportunity for the team to create an inventive routine utilizing standard and non-standard movements lasting between 4 and 7 minutes. The event will be judged on Originality, Complexity, Quality, Sharpness, and Continuity. The use of verbal cues will detract from the performance and result in a point loss for each occurrence. The team may enter and exit the drill pad from either side. The routine must incorporate a "Report In" and a "Report Out" sequence; the verbiage is at the team's discretion. Time will begin when the team steps on to the drill pad and will stop when the "Report Out" sequence is completed. Each member of the team must carry a rifle.

Violations

For every 5 seconds over/under the time limit

Subtracted from Total

1 point

Any member of the team steps beyond one of the marked boundaries

5 points

*Note: This is a team offence, therefore it is counted as one infraction for each instance of any amount of team members who march out of bounds.

Q. Color Guard

Color Guard Drill

Units performing Case/Uncase

1. The commander will assemble the team in the staging area on the side of the drill pad with the colors cased.
2. The Color Guard will ask permission to begin the sequence with a salute and saying *"Sir/Ma'am, [Team Name] requests permission to uncase the colors."*
3. The Color Guard will then uncase the colors. After uncasing the colors, the Color Guard will march onto the drill pad, present colors, and report in with: *"Sir/Ma'am, [Team Name] requests permission to begin the drill sequence."* Once the salute is returned, the commander will reply: *"Thank you, Sir/Ma'am."*
4. The commander will then continue to execute the drill sequence.
 - a). There is no time limit for this event, but commanders should allow ample time between static commands so the judges may grade appropriately.

- b). When the Color Guard is marching, the commander may call commands at any speed.
- c). No points will be deducted for inserting an extra command.
- d). If a command on the drill card is missed, the commander must call the missed command and then continue with the published drill card. If not, the following commands will be counted as invalid, resulting in a score of zero for the following movements.

6. REPORT OUT PROCEDURE:

When the routine has been completed, the commander reports out by saluting and stating:
"Sir/Ma'am, [Team Name] has completed the drill sequence."

Once the salute is returned, the commander will reply:

"Thank you, Sir/Ma'am"

The commander will then march the team off of the drill pad. It does not matter which way the team exits.

Units performing without Case/Uncase

- 1. The commander will assemble the team in the staging area adjacent to the drill pad.
- 2. The judge will indicate that the commander may begin. The Color Guard will fall in on the drill pad.
- 3. **REPORT IN PROCEDURE:**
 The commander will bring the Color Guard to present arms and report in by saluting and stating:
"Sir/Ma'am, [Team Name] requests permission to begin the drill sequence."
 Once the salute is returned, the commander will reply:
"Thank you, Sir/Ma'am."
- 4. The commander will then execute the drill sequence.
 - a). There is no time limit for this event, but commanders should allow ample time between static commands so the judges may grade appropriately.
 - b). When the Color Guard is marching, the commander may call commands at any speed.
 - c). If an extra command needs to be inserted, it is not necessary for the commander to raise either his/her hands while the extra command is being called. No points will be deducted for inserting commands but all commands must be completed in the order given.
 - d). If a command on the drill card is missed, the commander must call the missed command and then continue with the published drill card. If not, the following commands will be counted as invalid, resulting in a score of zero for the commands following out of sequence.
- 6. **REPORT OUT PROCEDURE:**
 When the routine has been completed, the commander reports out by saluting and stating:
"Sir/Ma'am, [Team Name] has completed the drill sequence."
 Once the salute is returned, the commander will reply:
"Thank you, Sir/Ma'am"
 The commander will then march the team off of the drill pad. It does not matter which way the team exits.

Violation

Subtracted from Total

Any member of the team steps beyond one of the marked boundaries

5 points

*Note: This is a team offence, therefore it is counted as one infraction for each instance of any amount of team members who march out of bounds.

R. Closing Ceremony/Presentation of Awards

The Closing Ceremony may begin at any time after all events have been completed and results are finalized. Please listen for an announcement regarding the start time for Closing Ceremonies. This announcement should be made between 1500 and 1700. The Drill Meet will conclude NLT 1900.

After all events have been completed and all scores have been finalized, the teams will be called down to the drill pad. Teams will assemble in the same locations as during the Opening Ceremony. Commanders will place their teams at parade rest for the duration of the ceremony.

Detachment 550's Professor of Aerospace Studies, Lieutenant Colonel John E. Bales, will present the Drill Meet awards. After the placing teams are announced, the commanders of the teams will report to the front table to receive their awards as a group. Once dismissed, the commanders will report back to their teams. The awards for Military Excellence Competition events will be presented similarly. Individuals receiving awards (such as 5K and Air Rifle events) can fall out of their respective unit and report to the front table to receive their award.