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AUSTRALIAN ARMY

**LAND WARFARE PROCEDURES -
GENERAL**

LWP-G 7-7-5

DRILL

This publication supersedes *Land Warfare
Procedures - General 7-7-5, Drill, 2005.*

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**LAND WARFARE PROCEDURES -
GENERAL**

LWP-G 7-7-5

DRILL

AMENDMENT LIST NUMBER 2

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15 September 2014

Issued by command of Chief
of Army



P.J. Evans
Colonel
Commander
Land Warfare Centre

LWP-G 7-7-5, Drill, 2010 AL2

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1. Proposals for amendments or additions to the text of this publication should be made through normal channels to the sponsor. To facilitate this, there are amendment proposal forms at the back of this publication.
2. It is certified that the amendments promulgated in the undermentioned amendment lists have been made in this publication.

Amendment List		Produced By	Publication Amended By	Date Amended
Number	Date of Endorsement			
1.	5 Oct 2011	LWDC		
2.	15 Sep 2014	AKG		
3.				
4.				
5.				

3. All superseded Amendment Certificates should be retained at the rear of the publication for audit purposes.

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PREFACE

This publication supersedes *Land Warfare Procedures - General 7-7-5, Drill*, 2005.

Aim

1. The aim of this publication is to describe Australian Army drill. It also covers selected non-ceremonial drill procedures frequently used in units.

Level

2. The publication describes drill movements and procedures for both the instructor and the soldier. Instructional techniques will need to be varied to reflect such factors as the level of training being undertaken, the size of the squad and the experience of the drill instructor.

Scope

3. This publication covers all individual drill movements, with and without arms, and selected drill movements up to unit level. It does not contain safety precautions relevant to the weapons used in some drill movements. Instructors and other personnel, required to conduct drill movements/parades, must be familiar with the appropriate safety precautions contained in the relevant weapons pamphlets.

Associated Publications

4. This publication should be read in conjunction with the following publications:
 - a. *Army Ceremonial Manual*, Volume 1 and Volume 2, 2003;

- b. *Army Standing Orders for Dress*, Volume 1, 2000 and Volume 2, 2010; and
- c. *Land Warfare Procedures - General 7-1-2, The Instructors Handbook*, 2008.

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- 7. This publication has been prepared with gender-neutral language.

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GLOSSARY

1. The principal source for Australian Defence Force terms and definitions is the Australian Defence Glossary located at <http://adg.eas.defence.mil.au/adgms>. Terms and definitions contained within a publication are to be in accordance with the business rules, guidelines and conventions for the Australian Defence Glossary. All terms and definitions not sourced from the Australian Defence Glossary are to be justified by the author, recommended by the Sponsor and forwarded to the Manager of the Land Glossary for subsequent approval. This process also includes terms already contained in the Australian Defence Glossary but which for the purposes of a publication require a different definition.

alignment

Any straight line on which a body of troops is formed or is to form.

blank file

A file without a centre and rear rank soldier, or without a centre rank soldier. When it is necessary to form a blank file, the blank file is to be the second file from the left.

close column

A column with distance reduced to suit requirements.

close order

The normal distance between ranks in line.

column

Bodies of troops on successive alignments parallel to and facing the front. The distance between them is the sum of the width of their front plus seven paces so that, if they were to form 1600 miles to either flank, the distance between them would be seven paces.

column of route

A column of threes with not more than three soldiers abreast in any part of the column, including officers and supernumeraries. The normal close formation for troops marching on a road.

column of threes

A column with its officers and supernumeraries maintaining their places as for line.

covering

The act of a soldier or a formed body of troops placing themselves or itself behind another soldier or formed body of troops.

directing flank

That by which units march or dress.

dress

The act of a body or individual being aligned with flanking bodies or individuals, and correctly covered off.

file

A front rank soldier and his/her coverer or coverers.

flank

Either side of a body of troops, as opposed to its front or rear.

forming

Changing direction when in line.

front

The direction in which troops are facing or moving at any given time.

frontage

The extent of ground covered by a body of troops from flank to flank.

incline

A diagonal turn that enables ground to be gained to the front and flank simultaneously, without alteration of the original alignment.

inner flank

That flank serving as a pivot when a body of troops is changing its direction.

interval

The lateral space between soldiers or bodies of troops on the same alignment.

line

Troops formed on the same alignment.

markers

Soldiers employed to mark points used to direct a movement or to regulate a formation or alignment.

open order

An increased distance between ranks for ceremonial or inspection purposes.

rank

A line of soldiers side by side.

single file

A line of soldiers one behind the other with a frontage of one at normal marching distance.

supernumeraries

The warrant officers or non-commissioned officers forming the third rank, if in two ranks, or the fourth rank, if in three ranks.

wheeling

A movement by which a body of troops changes direction, each rank or file pivoting on the inner flank while retaining its dressing.

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ABBREVIATIONS















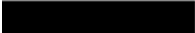





1. The principal source for Australian Defence Force abbreviations is the Australian Defence Glossary located at <http://adg.eas.defence.mil.au/adgms>. Abbreviations contained within a publication are to be in accordance with the business rules, guidelines and conventions for the Australian Defence Glossary. All abbreviations not sourced from the Australian Defence Glossary are to be justified by the author, recommended by the Sponsor and forwarded to the Manager of the Land Glossary for subsequent approval. This process also includes abbreviations already contained in the Australian Defence Glossary but which for the purposes of a publication require a different definition. Ranks, staff appointments, corps, units, commonly used measurements, publication titles and commonly used terms are used in their abbreviated format throughout the publication.

ADFE	Australian Defence Force ensign
ANF	Australian national flag

2. The following abbreviations appear in tables and figures within this publication.

RM	rightmarker
-----------	-------------

KEY TO SYMBOLS

	Commanding Officer
	Unit Second in Command
	Company Commander/Officer Commanding
	Operations Officer
	Adjutant
	Sub-unit Second in Command
	Platoon Commander (or equivalent)
	Other Officers
	Regimental Sergeant Major
	Company Sergeant Major (or equivalent)
	Company Quartermaster Sergeant (left guide)
	Platoon Sergeant (or other Sergeant)
	Corporal/Bombadier
	Rank and File
	Front Rank
	Centre Rank
	Rear Rank
	Blank Space
	Right Marker
	Regimental Duty Warrant Officer

CHAPTER 1

INFORMATION FOR THE INSTRUCTOR

SECTION 1-1. DRILL – AIM AND PURPOSE

- 1.1 The aim of close order drill is to develop a sense of instinctive obedience into individual soldiers which will assist them at all times to carry out orders. This chapter is designed to assist trainee instructors, and as a reference for qualified instructors.
- 1.2 Drill of the highest precision is an exercise in self-discipline, alertness and obedience, qualities that are essential to endure the hardship of operations. Drill forms a common bond and a unity of spirit and purpose within a team. It assists in building the confidence between commander and subordinate, which is essential to maintaining high morale.
- 1.3 It is the duty of all officers, WO and NCO to insist on the required standard both on and off parade, in all circumstances.

SECTION 1-2. THE INSTRUCTOR

- 1.4 An example is usually imitated; therefore, the correct bearing of an instructor is of the utmost importance at all times.
- 1.5 When giving words of command from a stationary position, the instructor must stand still and correctly at ATTENTION. Exaggerated movements of the body, head and hands are to be avoided. When the instructor needs to move, they must turn and march as they would to demonstrate any drill movement.
- 1.6 The instructor can correct faults, as follows:
 - a. from the instructional position,
 - b. by moving close to and across the front or rear of the squad,
 - c. by moving across the squad frontage at instructional distance, or

-
- d. from a stationary position at either flank or the rear.
- 1.7** Demonstrations must be correct. When demonstrating movements involving equipment the actual item is to be used.
- 1.8** The instructor is not to use offensive or insulting language.
- 1.9** The instructor is the role model, they set the standards to be achieved in dress, bearing, turnout and drill. The instructor should demand the highest possible standards from their soldiers, bearing in mind that it is pointless trying to push them past their ability to learn.
- 1.10** The instructor must be honest with the soldiers and soldiers should be praised if their performance is worthy. They must also correct soldiers if the standard is not being met, ensuring that they highlight the faults and explain how to achieve the standard required.
- 1.11** Successful instruction is indicated by soldier enthusiasm and motivation to learn, and the highest possible standard being achieved.
- 1.12** A demonstration is far more effective than an instruction without a demonstration. The instructor should develop a vocabulary of short incisive words to indicate there is something positive and definite to be done. In rifle drill, the words 'STRIKE', 'FORCE' and 'GRIP' convey far more to the soldier than 'HIT', 'MOVE' and 'HOLD'.

SECTION 1-3. SQUAD FORMATIONS

- 1.13** A general guide to squad formations relative to the number of soldiers is as follows:
- a. a single rank/single file may have up to 10 soldiers;
 - b. two ranks/files are used for more than 10 and up to 20 soldiers; and
 - c. three ranks/column of threes are used for 21 soldiers or more.

-
- 1.14** Squad instruction is best conducted with the soldiers in a single rank; however, lack of space or the size of the squad may necessitate using two or three ranks at the open order. Alternatively, the 'L' shape or hollow square may be used when instructing large groups of soldiers in drill movements at the halt. The instructor must be positioned far enough from the squad to allow fault correction of each soldier.
- 1.15** Before soldiers have been taught how to take up squad formations, they should be told in simple terms how to adopt the formations required.

SECTION 1-4. LESSON PLAN FOR DRILL

- 1.16 Safety.** During instructional periods using weapons, safety catches are to be in the SAFE position. Instructors are to ensure soldiers are provided with hearing protection when firing blank rounds.

Instructional Procedure

- 1.17** Prior to any period of instruction, the instructor must plan and prepare the lesson thoroughly. The instructor's first concern is the objective to be achieved and the instructional procedure to be used. The best instructional procedure will depend on the lesson and the experience of the instructor.
- 1.18** The instructor must take into consideration several other factors such as the size of the squad and the area available for instruction. The instructor must practise the movements to be taught until they have attained a high degree of proficiency in the performance of the objective.
- 1.19** The sequence of instruction for drill is shown at [Annex A](#) and is based on the standard lesson plan contained in *LWP-G 7-1-2, The Instructors Handbook*, 2008.
- 1.20** The sequence of instruction for a procedure lesson is shown in [Annex B](#).

SECTION 1-5. WORDS OF COMMAND

- 1.21** Effective words of command by instructors are a significant factor in the proper execution of the required drill movements by the soldiers. Senior instructors are to ensure that all instructors develop and practise the art of delivering effective words of command.
- 1.22** Words of command must be clear and easily understood by the soldiers. Commands are divided into cautionary words of command, which must be clear and explanatory, and executive words of command, which must be sharp and of a higher pitch than the cautionary words.
- 1.23** Throughout this publication, words of command are printed in capital letters, with inverted commas. A dash is used to separate the cautionary from the executive, for example 'STAND AT – EASE'. Catchwords are shown printed in capital letters with inverted commas, for example 'ABOUT TURN – DOWN'. These are not words of command but aids to learning. Words of command in brackets are alternatives that could be used.
- 1.24** Words of command should have the same pause between the cautionary and the executive each time the command is given in either quick or slow time.
- 1.25** Words of command should always be given with the full power of the voice. Senior instructors should insist on this, particularly with JNCO, during normal daily routine. There are two reasons for this, as follows:
- a. words of command are practised, and
 - b. a spoken or 'confidential' word of command lacks authority and leads to poor drill.

Instructional Words of Command

- 1.26** To save time during a period of instruction, the following words of command are used:
- a. *'REST'*. This is an executive word of command. It means that the soldiers can relax in the position they are in while an explanation or demonstration is given by the instructor. Given after a demonstration, it means that the instructor has completed the demonstration and is relaxing in his/her position while giving an explanation. When given to soldiers, it should be prefixed with *'SQUAD'*; when it is used by an instructor with reference to his/her own movements, it should not be prefixed.
 - b. *'POSITION'*. This is an executive word of command, used to return soldiers, or the instructor, to the previous position to enable the practical phase of the lesson to continue. On this command, soldiers will adopt the position they were in prior to the command *'REST'* being given, or the last position. The same rules for prefixing apply as for *'REST'*.
 - c. *'AS YOU WERE'*. This is given to return soldiers to the position they were in prior to the last command.

Timing of Words of Command

- 1.27** Poorly timed words of command adversely affect drill.
- 1.28** [Table 1–1](#) details when the executive word of command should be heard by troops on the march. A command given from a distance must be delivered early enough to allow for the additional time it will take for the command to reach the squad.
- 1.29** Unless otherwise stated in [Table 1–1](#), a cautionary word of command given on the march should start as the appropriate foot comes to the ground. It should be carried over four paces for quick and three paces for slow time. Similar paces should be left between the end of the cautionary and the executive words of command.

Table 1-1: Timings of Words of Command on the March

Word of Command	Quick Time	Slow Time	Remarks
'HALT'	As the right foot comes to the ground.	As the left foot comes to the ground.	From double march and double mark time – as the left foot comes to the ground.
'QUICK – (or SLOW) MARCH'	'QUICK' on the left foot, 'MARCH' on the right foot on successive steps.	'SLOW' on the left foot, 'MARCH' on the right foot on successive steps.	–
'RIGHT – TURN' (INCLINE or FORM)	As the left foot comes to the ground.	As the left foot comes to the ground.	'LEFT – TURN' (INCLINE or FORM) is given on the opposite foot.
'ABOUT – TURN'	As the left foot comes to the ground.	As the left foot comes to the ground.	–
'MARK – TIME'	As the left foot comes to the ground.	As the left foot comes to the ground.	In double time – as the right foot comes to the ground.

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Word of Command	Quick Time	Slow Time	Remarks
'FOR – WARD'	As the right foot comes to the ground.	As the right knee is fully raised.	When double marking time – as the left foot comes to the ground.
'CHANGE STEP'	'CHANGE' on the left foot, 'STEP' on the right foot on successive feet.	'CHANGE' on the left foot, 'STEP' on the right foot on successive feet.	–
'STEP – OUT'	'STEP' on the left foot and 'OUT' on the next left foot.	As the right foot comes to the ground.	–
'STEP – SHORT'	As the left foot comes to the ground.	As the right foot comes to the ground.	–
'BREAK INTO QUICK TIME, QUICK – MARCH'	–	'QUICK' on the left foot, 'MARCH' on the right foot on successive feet.	From double time – 'QUICK' on the left foot, 'MARCH' on the right foot.
'BREAK INTO SLOW TIME, SLOW – MARCH'	As the right foot comes to the ground.	–	–

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Word of Command	Quick Time	Slow Time	Remarks
'BREAK INTO DOUBLE TIME, DOUBLE – MARCH'	As the right foot comes to the ground.	–	–
'OPEN (CLOSE) – ORDER'	–	As the left foot comes to the ground.	–
'ON THE RIGHT (LEFT) FORM – SQUAD'	As for 'RIGHT' (or 'LEFT') turn.	–	–
All compliments except: 'SALUTE TO THE FRONT'	As the left foot comes to the ground. As for 'HALT'.	As the right foot comes to the ground. As for 'HALT'.	–
On the march – rifle drill, sword drill or cane drill.	As the left foot comes to the ground.	As the right foot comes to the ground.	–

Teaching Words of Command

- 1.30** The instructor should explain and demonstrate the words of command that are given at the halt.
- 1.31** The instructor should place an assistant instructor about 50 m out from the soldiers. The soldiers collectively practise giving simple commands to the assistant instructor at the halt. The instructor should insist on clear diction and full voice power from each soldier. The soldiers should be coordinated so that the squad calls in unison.
- 1.32** The soldiers should be formed into two ranks, about 30 m apart and facing one another, with an interval of about five paces between soldiers. The instructor should order the soldiers of one rank to give their opposite numbers in the other rank the words of command already practised. Each soldier is to call independently and without regard to the soldiers on his/her right and left. After a suitable period, the soldiers should change over so that the other rank practises the words of command.
- 1.33** The instructor should form the soldiers into three ranks and explain, at the halt, the different words of command; for example 'SQUAD WILL ADVANCE', 'SQUAD WILL RETIRE' and 'SQUAD MOVE TO THE RIGHT IN THREES'. They should point out the place in the squad that the marker will occupy for each formation.
- 1.34** The instructor should explain and demonstrate the various positions of the feet when the words of command are given, in slow time first, and then in quick time. With the assistant instructor marching, individual soldiers practise giving them a word of command until all soldiers reach an acceptable standard.
- 1.35** Two soldiers should be nominated, one to give commands and one to check them. This procedure should be continued with all the soldiers taking a turn to drill the squad. The instructor should be patient and encourage the soldier in command continually, remembering that the whole squad should hear all instructions to the soldier in command.
-

- 1.36** The placement of soldiers within a squad should be changed frequently to allow each soldier to practise as many functions as possible.

SECTION 1-6. CONDUCT OF AN INSPECTION

- 1.37** The inspection of a body of troops in more than one rank will always be conducted with the ranks at the open order. On completion of the inspection, the ranks will usually be returned to the close order.
- 1.38** The instructor should carefully inspect the personal cleanliness of the soldiers and the condition of their weapons, equipment and clothing. A clean, smart appearance must be demanded at all times. The instructor must set a high personal standard as a role model for soldiers.
- 1.39** All officers, WO and NCO should be trained in the method of inspection as follows:
- a. The inspecting officer/party meets the section/platoon OIC five paces from and in front of the right marker, where the section/platoon OIC invites the inspecting officer to inspect the section/platoon.
 - b. The inspection party then marches to a position five paces to the right flank of the front rank and wheels towards the right marker.
 - c. The individual conducting the inspection halts one pace directly in front of the right marker, facing THE LEFT. Other members of the inspection party halt with the inspecting officer.
 - d. If there are two or more ranks the section/platoon, or if the inspection is to be long and detailed, ranks not being inspected should be stood at ease. The OIC orders 'CENTRE AND/OR REAR RANKS STAND AT – EASE'.
 - e. The inspecting officer then turns their head to face the first soldier and commences the inspection by inspecting

the headdress, then moving down the body until reaching the footwear.

- f. Faults are pointed out to the soldier during the inspection and notes are made by the section/platoon OIC.
- g. Once the inspection of the soldier is complete the inspecting officer turns their head to the front, observes the regulation pause¹, then steps off on the left foot and takes two short paces halting with the left foot. During the inspection the paces are to be taken in quick time and the arms are not swung.
- h. The process is repeated for the next soldier.
- i. Once the last soldier in the front rank has been inspected, the inspection party marches out to the left flank five paces and wheels around to the rear of the front rank. The arms are swung.
- j. The inspecting officer halts directly behind the last soldier and conducts an inspection, as detailed previously, before moving on.
- k. Once the right marker has been inspected, the inspection party moves out to the right flank five paces and the inspecting officer halts. The section/platoon OIC marches past (to the left side) the inspecting officer a further two paces to the right flank and halts. The inspecting officer then orders 'ABOUT – TURN'.
- l. The section/platoon OIC then orders the centre rank to attention and the front rank to stand at ease.
- m. The section/platoon OIC then orders 'QUICK – MARCH' and the process is repeated for the centre and rear ranks.

1. Rifle movements as part of drill are carried out at the rate of 40 movements to the minute. A pause is the interval between the actual execution of a drill movement and the performance of the subsequent drill movement. In quick time, the pause is an interval of two drum beats.

-
- n. At the completion of the inspection of the last rank the OIC marches out five paces, and the section/platoon OIC marches out seven paces to the right flank. Both halt but only the section/platoon OIC about turns. The section/platoon OIC orders the rear rank to 'STAND AT – EASE'. The inspecting officer then debriefs the section/platoon OIC, then either marches off the parade or moves to a position on the right flank, stepping off at the same time the section/platoon OIC marches to the position three paces centre front of the section/platoon.
 - o. A salute is exchanged between the platoon NCO and an officer.
 - p. If the debrief is to be given immediately, the section/platoon OIC turns to face the formation and orders 'STAND AT – EASE' or 'STAND – EASY', delivers the debrief and then returns the formation to the ATTENTION or STAND AT EASE position, before turning about to face the front. If the debrief is to occur at a later stage the section/platoon OIC faces to the front.
 - q. The OIC brings the soldiers to the ATTENTION position, moves the ranks to the CLOSE ORDER and stands the soldiers at ease.
 - r. If the PL COMD is to rejoin the parade the PL SGT executes a left turn and, working together, they occupy their original positions on parade facing the front and stand at ease.
 - s. If the PL COMD is not coming back on parade, the PL SGT does an about turn and stands at ease.
 - t. Minor faults in dress can be fixed by the soldier concerned after the inspecting officer has moved to the next soldier as detailed in [Annex D to Chapter 3](#).
 - u. Weapons are inspected for external cleanliness only, in conjunction with the dress inspection.
-

SECTION 1-7. AIDS TO DRILL

- 1.40** The time and length of pace to be used in drill is taught using the following aids:
- the metronome,
 - the drum,
 - the pace stick, and
 - the pace ladder.
- 1.41** These aids must be used frequently during the training of instructors and soldiers to ensure uniformity of drill timings throughout the Army.

The Metronome

- 1.42** The metronome sets the time for both marching and rifle drill. It can be set to the desired number of beats to the minute. As it is a delicate instrument, it must be checked regularly with a stopwatch. Soldiers or instructors may be required to call out the time if a metronome is not available, although the correct timing is difficult to maintain for any length of time using this method.

The Drum

- 1.43** As an instructional aid, the drum has the following three main functions:
- It is used to speed up the execution of movements in foot drill at the halt, and in rifle drill when carried out by numbers. (The drummer should stand behind the squad, out of view of the soldiers.) For example, the word of command is 'BY NUMBERS, RIFLE DRILL WITH THE DRUM, PRESENT – '. The instructor signals when to beat the drum by extending the fingers of the right hand and immediately closing the fist. The drummer beats the drum on this signal. The soldier performs the first movement of the present arms. In order to instill the speed of execution into the squad, the instructor varies

the pause between his/her words of command and the signal.

- b. It is used to control and beat the correct time when the squad is judging the time (for this purpose, a metronome is used as well as the drum). For example, as the rifle drill is carried out at 40 movements to the minute, the metronome is set at 120. The drummer, with the metronome working at his/her side, stands to the rear of the soldiers, far enough removed, if possible, for the soldiers not to hear the metronome. The instructor's word of command is 'RIFLE DRILL WITH THE DRUM, PRESENT – '. The drummer observes the regulation pause before beating the drum for the first time. Thereafter, they beat on every third beat of the metronome until the particular movement is completed; for the present arms, they beat twice.
- c. It is used to beat the rate of marching, with the metronome set and working at 116 paces to the minute. For example, the drummer commences beating the drum in time with the metronome, as the soldiers stand still and listen. The instructor, at the same time, calls out the time. When the instructor is ready to practise the soldiers, they order 'QUICK – MARCH'. The drummer should not be required to pick up the beat from the metronome if the order ' – MARCH' is not coordinated with the metronome.

The Pace Stick

- 1.44 The pace stick is used to measure the correct length of pace. Rhythm and uniformity in marching can be achieved by using the pace stick as well as the drum and metronome. Correct pace length is necessary not only for ceremonial purposes, but also to reduce fatigue on long marches and set the standard of accuracy required of soldiers.
- 1.45 To train the soldiers, the instructor should march alongside the leading soldier, using the pace stick to control the length of pace. The natural tendency is to step too long, which causes a

bad marching posture and straggling in the squad. As progress is made, the instructor should check the length of pace by marching behind the soldiers, using the pace stick. They should highlight to the soldiers any faults which occur in the length of pace so that the correct pace becomes a habit.

The Pace Ladder

- 1.46** To practise soldiers keeping correct time and pace, intervals of one pace (75) are marked out to form a ladder over distances of 100 and 200 m on a suitable portion of the roadway or pathway.
- 1.47** The squad is formed up at right angles to the ladder, with the instructor standing on the ladder. The instructor sets the time and length of pace, and the soldiers keep their alignment on the instructor. Instruction on the pace ladder is carried out collectively then individually, in slow and quick time.

SECTION 1-8. CALLING OR JUDGING THE TIMING

- 1.48** As the ability of the squad to perform the drill movement under instruction improves, the technique of judging the time should be used.
- 1.49** To call the time each soldier in a loud clear voice calls out 'ONE – TWO – THREE – ONE'. The 'ONE' is the commencement/executive of the drill movement; the words 'TWO – THREE' represent the regulation pause between drill movements. The drill movement is completed on the second 'ONE'.
- 1.50** When teaching drill, the methods used by instructors for calling the time are by numbers, by catchwords or a combination of both.

SECTION 1-9. DRILL UNIQUE TO THE ROYAL MILITARY COLLEGE, DUNTROON

- 1.51** Unique to Royal Military College-Duntroon, in particular the Corps of Staff Cadets, are drill movements that have been adopted for traditional and practical reasons, and practiced only at Royal Military College-Duntroon. Some movements have also been incorporated into the drill used for the Australian Federation Guard.
- 1.52** For those unfamiliar with Royal Military College-Duntroon, the Corps of Staff Cadets, or those simply interested in learning these drill movements, they are detailed in this section.

The 'Slide'

- 1.53** The 'SLIDE' is carried out for the following drill movements, and has been introduced and maintained for traditional reasons:
- a. Mark time, from slow and quick march, except when moving to or from the open order while marching.
 - b. About turn, in slow and quick time.
 - c. Prior to taking the first step with the left foot when moving up/down stairs.

Right Dress

- 1.54** For the first part of the 'Right Dress' it is conducted as per the details in this manual; for example, 'HEADS', and the observance of the regulation pause. Following this:
- a. All on parade begin to mark time. The right-hand marker/file, left-hand marker/file or centre file (dependant on which is the nominated directing flank) then take five paces, dressing off a predetermined point before halting.
 - b. Then in succession, to the left (or right), each cadet, one file at a time, takes a further two paces halting on the second pace. This continues until all on parade have dressed and halted.

- c. The command 'EYES – FRONT' is no different to the details in this manual.

Double Drum Beats

1.55 Double drum beats are routinely used at Royal Military College-Duntroon as an alternative to vocal commands. The commands are given by use of double drum beats for:

- a. 'FORM SQUAD' – as used during the march on for the CO's parade.
- b. 'LEFT FORM' – as used for the front rank while marking time during the CO's parade march on, and at the completion of the march past in quick time.
- c. 'FORWARD' – as used during the CO's parade, when moving out of the left form, towards the inspection line. This is used during the march on, and at the completion of the march past in quick time.
- d. Breaking from slow to quick time is used during parades at Royal Military College-Duntroon. A double drum beat is used to signify the change from slow to quick time. While the Army uses seven beats after a drum pause to break into quick time, Royal Military College-Duntroon uses the double drum beat and only five paces (the cadets step off on the fifth pace).

Forms – Procedure when Marching in Line

1.56 At Royal Military College-Duntroon when on parade and conducting 'Forms', the front rank conducts the incline/turn to the left or right as per this manual. The second, third and fourth ranks also carry out the same foot drill movement as the front rank; however, do not actually incline or turn the body. Each file then completes the 'Form' as per this manual.

SECTION 1-10. LESSON LAYOUTS

1.57 Some examples of lesson layouts are shown in [Annex C](#).

SECTION 1-11. CONDUCT OF A REVISION LESSON

1.58 The lesson plan for the conduct of a revision lesson is in [Annex D](#).

Annexes:

- A. [Standard Lesson Plan For Drill](#)
- B. [Procedural Lesson Blueprint](#)
- C. [Example Lesson Layouts](#)
- D. [Example Revision Lesson Format](#)

ANNEX A TO CHAPTER 1

STANDARD LESSON PLAN FOR DRILL

1. The sequence of instruction for drill is based on the standard lesson plan detailed in this annex.

INSTRUCTOR NOTES

2. **Timings.**
3. **Stores.**
4. **Reconnaissance.**

LESSON INTRODUCTION

5. **Preliminaries.** This will include the following:
 - a. squad reports;
 - b. positioning of squad;
 - c. number the squad;
 - d. Right Dress; and
 - e. safety precautions (if applicable).
6. **Revision.** As applicable to learning outcome.
7. **Approach.** This will include the following:
 - a. lesson topic,
 - b. reason for learning, and
 - c. statement of objective.

LESSON BODY

8. **Lesson Body.** The body of the lesson is divided into teaching and practice stages. The teaching stages are conducted using a demonstration performance method and a learning sequence. Practice stages progress from practice by numbers, to practice calling the time, to practice judging the time.
9. **Teaching by Stages.** The teaching by stages are conducted using the six step learning sequence and a demonstration performance method as follows:
 - a. open the stage;
 - b. present information (complete demonstration followed by demonstration, explanation and practice-collective, individual, confirmatory);
 - c. confirm the stage;
 - d. close the stage; and
 - e. link to the next stage.
10. **Practice Stages.** Practice stages include:
 - a. practice by numbers/catchwords;
 - b. practice by calling the time; and
 - c. practice by judging the time;
11. **Common Faults.**

LESSON CONCLUSION

12. **End of Lesson Sequence.** The end of lesson sequence is to include:
 - a. clearing up doubtful points;
 - b. test of objective;
 - c. summary of main points (feedback);
 - d. statement of relevance;

- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX B TO CHAPTER 1

PROCEDURAL LESSON BLUEPRINT

INSTRUCTOR NOTES

General

1. The majority of drill training conducted by WO/SGT involves teaching the procedure for a particular activity such as trooping Colours, presentation of Colours, guards of honour and military funerals as opposed to teaching individual elements of the drill movements required for the procedure. This method teaches, in accordance with doctrine, all the movements required for a group of soldiers to be able to correctly execute the procedure for a given activity. Therefore, a participant in a procedure lesson must be proficient in the drill movements to be performed in that procedure prior to the conduct of the lesson.
2. The procedures for all activities are detailed in the ceremonial manual.

The Procedural Lesson

3. For lengthy and involved procedures; for example, the trooping and presentation of Colours, the procedural lesson may be first introduced by a parade brief utilising training aids such as a Lite Pro, whiteboards and magnetic aids, and so on. The procedure is then taught and practised in the location in which the activity is to take place, or a representation of the location, by explanation, confirmation and practise.

LESSON INTRODUCTION

4. The following elements are contained in the introduction:
 - a. timings;
 - b. stores;
 - c. reconnaissance;

-
- d. mark the area (to replicate the venue where the activity is to be conducted);
 - e. safety precautions (if applicable);
 - f. participants are assembled (compliments paid to officers);
 - g. accoutrements check and allocation/confirmation of appointments;
 - h. approach (encompassing promoting the desire to learn [arousal], aim and reason for learning);
 - i. statement of objectives, including the standard to be achieved;
 - j. description of the training environment and layout of the area for the lesson (eg. *'The training environment before you is a representational layout of the Officers' Mess and the regimental parade ground in Canungra. The markings on the ground are for training purposes only and do not appear outside the Mess proper.'*); and
 - k. layout (eg. *'To your left you will observe a white line that depicts the outer area of the Officers' Mess. Within the mess you will observe the Colours lodged in the Colour cabinet. The blue colour represents the Queens Colour and the red colour represents the Regimental Colour. At the base of the Colour cabinet there are two red markings. The shaded marking is the position for the Senior ensign, that is your start position Sir. The unshaded marking is the position for the Junior ensign, that is your start position Sir ... '*).
5. Movement of the participants to their start position. For example: *'On the command move, adopt the start position for unlodging the Colours. That is, ensigns, your position is standing at attention in the Mess facing the lodged colours. Mess manager, your position is standing at attention on the marker as indicated facing between the ensigns and the lodged Colours. Colour escort on your position as indicated, facing the*
-

Officers' Mess, standing at ease, Guides on the markers as indicated facing the Mess, standing at ease – 'MOVE'.

6. A summary of the stages is to be taught in the lesson; for example, *'This lesson is taught in three stages, the first stage encompasses the ... The second stage details the ... and the third stage is the ... Let us now deal with stage one, which is unlodging the Colours, and forming the Colour Party.'*

LESSON BODY

7. The body of the lesson is normally divided into limited suitable stages. The number and length of each stage will depend on the complexity of the procedure and the experience level of the participants. The method of instruction for each stage is as follows:
- a. *Explanation.* It is primarily through explanations that the instructor imparts the subject matter and they, therefore, need to be rehearsed and delivered in a concise, accurate and confident manner. Explanations may be supported by demonstrations where necessary. For example: The folding of the Australian national flag (ANF) by the bearer party at the gravesite and the position of the outside hands of the bearers when carrying the coffin.
 - b. *Demonstrations.* Demonstrations, which are detailed or complex may be done prior to the commencement of the lesson.
 - c. *Introductions.* Each stage must have an introduction prior to explaining the procedure. For example: *'The catafalque party is now in position and the ceremony commences. A hymn has been sung, reading of the requiescat completed, the address has been delivered, prayers have been offered and wreaths have been laid. As the dignitary moves to the microphone to deliver the ODE, Commander, you are to slow-march to a position central and facing the cenotaph.'*

-
- d. **Stages.** Stages must link together to form the big picture. For example: *'That concludes stage one, we will now go on with stage two, which is the reforming the funeral procession at the cemetery and the arrival of the gun carriage.'*
- e. **Confirmation.** This is achieved through questions to, and answers from, the squad. Each movement or procedure is to be confirmed by questioning the individual on their action or the required word of command. Individual drill movements are not to be confirmed; however, actions on executing select drill movements in a procedure are to be confirmed. Using tact, officers may be questioned on actions to be performed by them, by the instructor, as way of confirmation or a combination of questions and reminding them may be used. For example: *'Senior ensign, the parade commander has just ordered the Colours to be marched on and you have responded in a loud clear voice 'Sir'. On responding to the parade commander, what is your next action?'* The purpose of confirmation is to ascertain that all members of the squad understand their involvement in the procedure; however, participants are not to be questioned on forthcoming commands.
8. **Question Procedure.** The question procedure must have an introduction to place the officer/soldier in the picture. For example: *'Let us now confirm that you have an understanding of the stage. On a predetermined signal from the clergy, at the completion of the service, the commander slow marches forward to dismount the catafalque party. When you are in position and the bearer party is approaching the coffin – what is your first word of command (pause) Commander?'*
9. **Practice.** Once the instructor is satisfied that all participants have an understanding of the procedure for that stage, the stage is practised. To assist in simulating the occasion, the instructor is to provide appropriate prompts to lead into the practice.
-

-
- 10. The Practice Stage Must Have An Introduction to Set the Scene.** Instructors give directions and orders, they do not make requests when presenting a procedure lesson. For example: *'The parade commander has now taken up his/her position on the parade ground and has ordered the Colours to be marched on. You have responded and brought the Colours to the carry position. The order has now been given to the parade by the commander to present arms, Senior ensign – 'GO ON'.*
- 11. Fault Correction.** Once a stage has been confirmed it is to be practised from the commencement of the stage until the completion, without interruption. The instructor is to note any faults that occurred and identify them during the feedback provided at the conclusion of the practice stage. Procedure faults (any procedure that disrupts the flow or mechanics of the lesson) then personal drill faults are to be identified at the conclusion of each practice stage. The aim of fault correction is to ensure that the objective is achieved; therefore, individuals are to be identified and corrected where personal drill faults have occurred. The practice stage is to be interrupted only if the incorrect movement of a participant will prevent the completion of that stage.

LESSON CONCLUSION

- 12.** The conclusion comprises the following:
- clearing up doubtful points;
 - confirming a key stage. For example: *'I consider stage ... to be the most important stage of this lesson and I intend to test this stage. On the command move, you are to adopt the start position ... (use TACT when advising officers) and prepare to practise this stage (or words to that effect) – 'MOVE'. Set the scene and lead in the practice ...';*
 - provide feedback (procedure and personal drill faults);
 - standard reached;

- e. main points (movements/actions that the instructor considers important to the procedure);
- f. summary/statement of relevance (aim of, and reason for lesson);
- g. the preview of next instruction (next lesson on subject, next lesson on syllabus);
- h. dismiss squad (compliments paid to officers); and
- i. safety precautions (if applicable). Safety precautions are conducted before and after the lesson and are not included in the lesson time allocation; however, failure to conduct them will result in a 'Not Yet Competent' being awarded to the soldier's lesson.

ANNEX C TO CHAPTER 1

EXAMPLE LESSON LAYOUTS

1. These layouts as depicted in [Figure 1–1](#) to [Figure 1–11](#) will assist instructors to present a lesson from the correct position during the various stages, with the maximum control and view of the squad for instructional purposes.
2. All lessons are taught by CDDEP – Complete Demonstration, Demonstration, Explanation and Practice.
3. [Figure 1–1](#) is a guide to the symbols used in [Figure 1–2](#) to [Figure 1–11](#).




Legend	
Instructor	
Soldier(s)	
Facing this direction	

Figure 1–1: Guide to Symbols used in Graphics

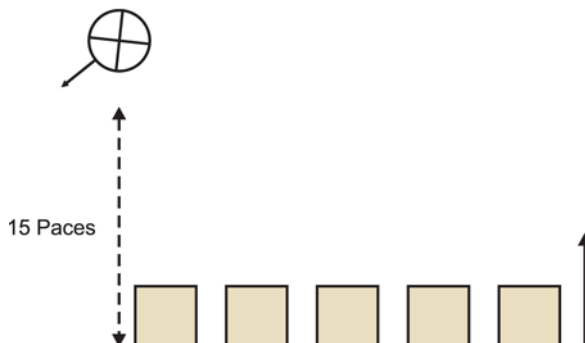


Figure 1–2: Fire Volleys with Blank Cartridges

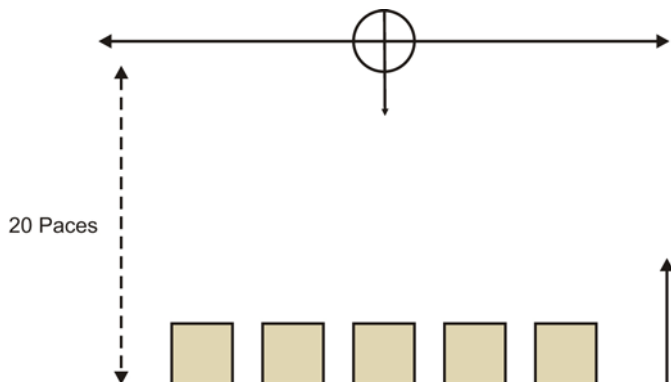
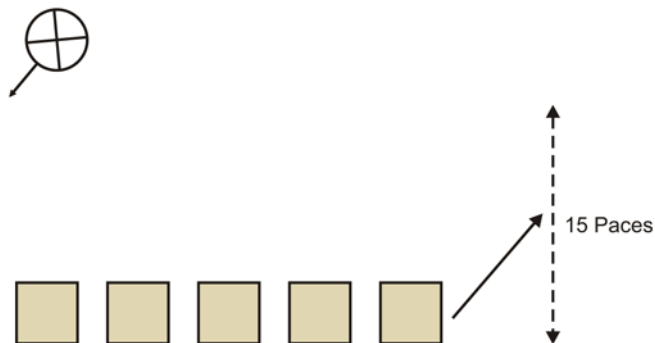


Figure 1-3: Rest on Arms, Present Arms and Attention



Notes: This lesson is best taught with the squad dressed at double arms interval.

Figure 1-4: Port Arms

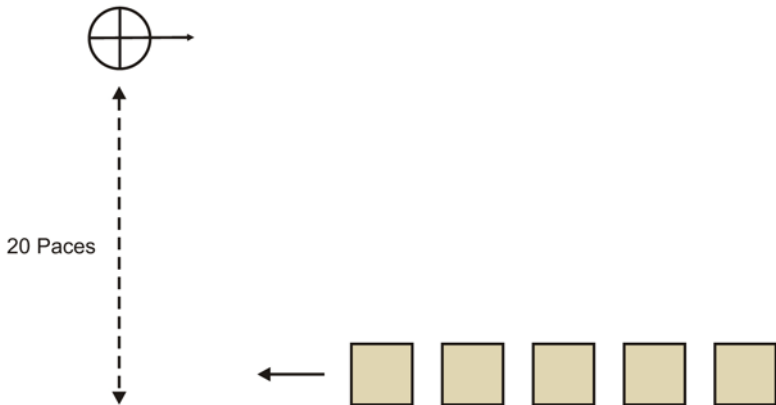


Figure 1–5: About Turn at the Halt or on the March with the Cane or Pace Stick (Double Arm Interval)

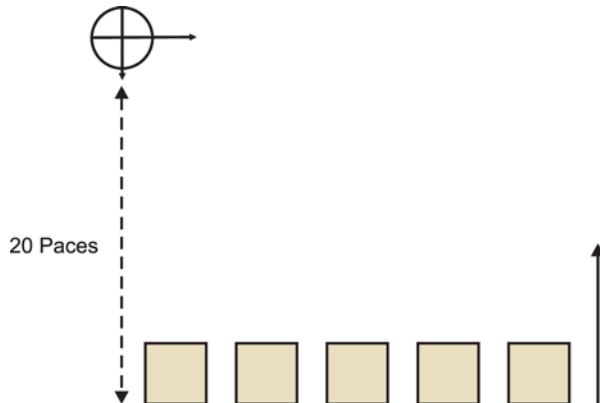


Figure 1–6: Attention, Stand at Ease, Quick March, Halt with and without the Cane or Pace Stick

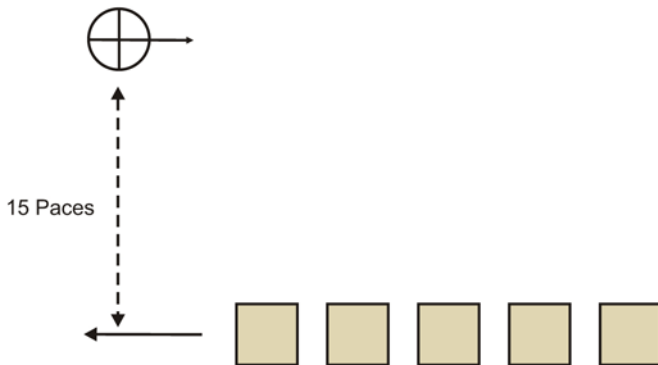


Figure 1–7: Salute to the Front or the Flank in Quick Time with and without the Cane or Pace Stick

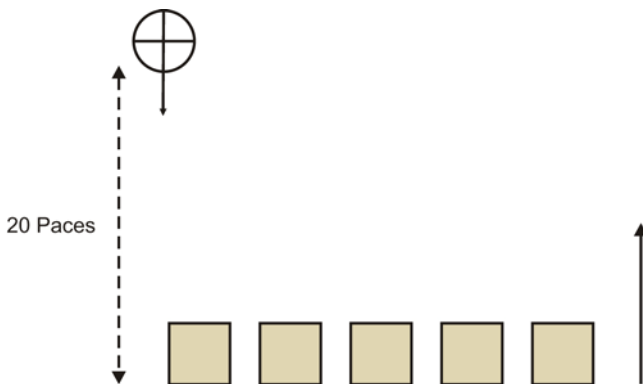


Figure 1–8: Salute to the Front at the Halt with and without the Cane or Pace Stick

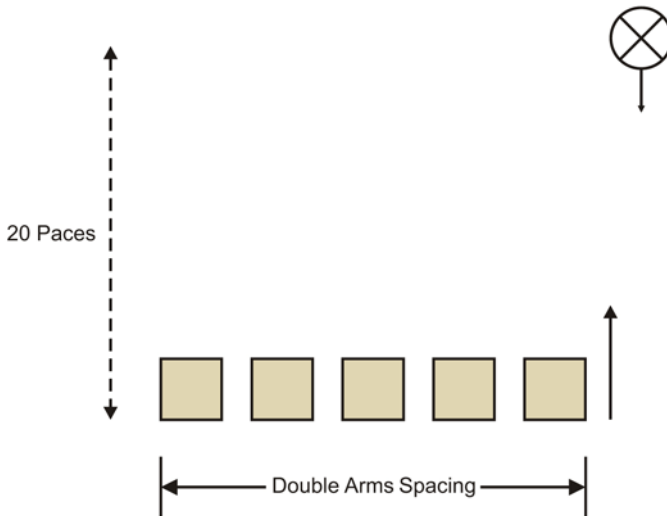


Figure 1–9: Change Step in Slow and Quick Time, Carry and Pace Sticks on the March (Stick Open), Change Sticks in Slow Time on the March (Stick Open)

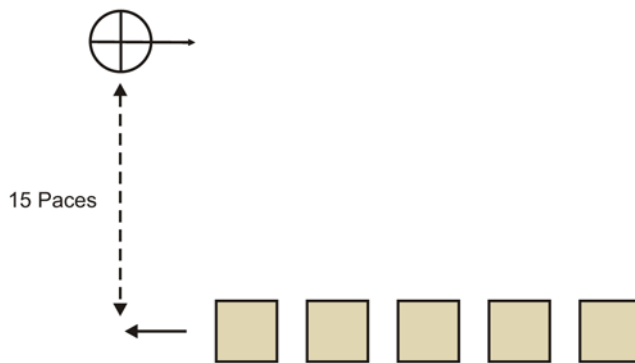


Figure 1–10: Salute to the Front on the March in Quick Time

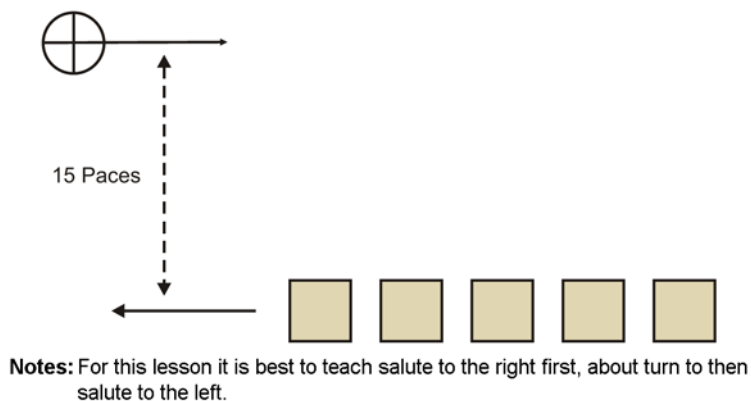


Figure 1–11: Salute to the Flank in Quick Time

ANNEX D TO CHAPTER 1

EXAMPLE REVISION LESSON FORMAT

Introduction

1. Army achieves high levels of competency with individual and collective performance by applying the Army Training System. Part of the Army Training System is revision. Revision training is used to address the problem of learning decay that occurs naturally over time, especially if the specified knowledge, skill, or activity has not been used or practised for some time.
2. Normally instructional periods contain some revision. The revision should confirm the retention of knowledge and skill from previous lessons, help to focus the soldier's attention, and indicate to the instructor that soldiers are at the appropriate level to begin the lesson.
3. Whole periods of revision are conducted to bring individuals or groups back up to a required standard, such as prior to an exercise, course or deployment.
4. In accordance with the all corps soldier training requirement, soldiers on the Subject One Sergeant Course are required to conduct revision training.

Aim

5. The aim of revision training is to address learning decay.
6. The aim of this annex is to outline the basic considerations and techniques to be used in the conduct of revision training.

Basic Considerations

7. In the appreciation prior to formulating a plan for revision training the instructor should consider the following:
 - a. standard required,
 - b. degree of learning decay, and

- c. resources such as:
 - (1) time,
 - (2) equipment,
 - (3) venue, and
 - (4) aids.

Format

- 8. Revision lessons follow the basic format (introduction/body/conclusion) but have different methods of instruction, which make them different from the standard skills and knowledge lessons. The methods of instruction for drill, weapons and theory are explained in detail in the following paragraphs.

The Period of Instruction

- 9. The lesson layout is the same as for any instructional lesson and is as follows:
 - a. the introduction,
 - b. the body, and
 - c. the conclusion.

Introduction

- 10. This is conducted in the same manner as a standard lesson, except the revision section is no longer required. The parts of the introduction used are as follows:
 - a. preliminaries, and
 - b. approach.

Body

- 11. The body of the lesson has some small changes with the first being right at the start where the instructor carries out a test of objectives to ascertain the level of knowledge of the soldiers. This is known as 'gauge the standard'.

-
12. From this appraisal of the group the instructor selects those areas that are not at the required standard. This then sets the scene for the rest of the lesson as these areas are revised and brought up to the required standard. If the instructor is required to reteach due to a decay in learning, the instructor must go to the start of that stage as per the normal blueprint lesson and continue through the remainder of the lesson. The instructor then conducts a test of objectives during the conclusion (only on those areas that were identified as weaknesses).
 13. Once the revision areas have been selected the instructor begins the lesson. At first, the revision may remain at the current stage (eg. judging the time/controlled practice); however, if the standard appears to be lower, the instructor may need to drop to a lower stage in the lesson (eg. calling the time/abbreviated talk through, etc.).

Conclusion

14. The conclusion remains the same as the blueprint for other lessons.

A Drill Revision Lesson

15. To gauge the standard the test needs to be carried out two or three times. If the soldiers are up to standard do not waste their time.
16. Commence revision with those areas not up to standard. Initially give the required orders. The following are examples:
 - a. The drill is not up to standard at this time; go to calling the time.
 - b. The standard is still not obtained; revert to 'by numbers' and/or 'catchwords'.
 - c. The standard is still not obtained; a complete reteach is required.
 - d. The instructor, after gauging the standard, may choose to go back to any stage without working all the way back down through each stage.

17. When the soldiers are of a suitable standard the instructor then progresses to the next higher stage until finally the desired standard is achieved. This is 'judging the time'.

A Weapons Revision Lesson

18. After 'gauge the standard' select the following revision areas:
- Start the revision at the highest stage.
 - If weapons revision is not up to standard, go to an abbreviated talk through.
 - If standard is still not obtained, a complete talk through is required.
 - If required standard is still not obtained, revert to a complete reteach.
 - After gauging the standard the instructor may choose to go back to any stage without working all the way back down through each stage.
19. When the soldiers are at a suitable standard the instructor then progresses to the next higher stage until finally the desired standard is achieved. This is the 'controlled practice stage'.

A Theory Revision Lesson

20. After gauging the standard select the following revision areas as follows:
- If the theory revision is not up to standard, go to an abbreviated talk through on the subject.
 - If still not at the required standard, a complete talk through is required.
 - If the standard is still not achieved, practise by stages.
 - If the standard is still not reached, present the information again – reteach.
 - After gauging the standard, the instructor may choose to go back to any stage without working all the way back down through each stage.

- 21.** When the soldiers are at a suitable standard the instructor progresses to the next higher stage until the desired standard is achieved. This is the 'controlled practice stage'.

Revision Lesson Conclusions

- 22.** Once the required standard has been reached, the lesson moves into the conclusion phase as previously taught.

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CHAPTER 2

STATIC DRILL WITHOUT ARMS

- 2.1** This chapter contains Static Drill without Arms and is enclosed in the following lessons as listed in [Table 2-1](#).

Table 2-1: Static Drill without Arms

<i>Reference</i>	<i>Subject</i>
Lesson 1	Forming Ranks, Attention, Stand At Ease, Rest and Stand Easy.
Lesson 2	Number, Prove and Right Dress.
Lesson 3	Perform Turns and Inclines at the Halt.
Lesson 4	Explain Fronts and Flanks.
Lesson 5	Salute to the Front, Left, Right and at the Halt.
Lesson 6	Conduct Paces Forward, Paces Rear, Open and Close Order March, Dismiss, Fall Out and Side Paces.
Lesson 7	Sizing, Forming Two Ranks from Three Ranks and Three Ranks from Two Ranks.

- 2.2** The basic lessons for Static Drill without Arms are contained in [Annex A](#) to [Annex G](#).

Annexes:

- A. [Lesson 1 – Forming Ranks, Attention, Stand at Ease, Rest and Stand Easy](#)
- B. [Lesson 2 – Number, Prove and Right Dress](#)
- C. [Lesson 3 – Perform Turns and Inclines at the Halt](#)
- D. [Lesson 4 – Explain Fronts and Flanks](#)

- E. Lesson 5 – Salute to the Front, Left, Right and at the Halt
- F. Lesson 6 – Conduct Paces Forward, Paces Rear, Open and Close Order March, Dismiss, Fall Out and Side Paces
- G. Lesson 7 – Sizing, Forming Two Ranks from Three Ranks and Three Ranks from Two Ranks

ANNEX A TO CHAPTER 2

LESSON 1 – FORMING RANKS, ATTENTION, STAND AT EASE, REST AND STAND EASY

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning for this period.
6. **Approach.**

LESSON BODY

Forming up in Ranks

7. **‘FORM UP IN THREE RANKS – MOVE’.** On the command ‘FORM UP IN THREE RANKS – MOVE’, soldiers position themselves in three ranks, with one pace between the toes of one rank and the toes of the rank behind it, and with an interval of one arm’s length between soldiers.
8. **‘FORM UP IN TWO RANKS – MOVE’.** On the command ‘FORM UP IN TWO RANKS – MOVE’, soldiers position themselves in two ranks with two paces from the toes of the front rank to the toes of the rear rank, and with an interval of one arm’s length between soldiers.
9. **‘FORM UP IN SINGLE RANK – MOVE’.** On the command ‘FORM UP IN SINGLE RANK – MOVE’, soldiers position

themselves in a single rank with an interval of one arm's length between soldiers.

Attention

- 10. 'ATTEN – TION'.** On the command 'ATTEN – TION', the following position is adopted:
- a. the heels are together and in line;
 - b. the feet are turned out to an angle of 530 mils;
 - c. the knees are braced but not locked;
 - d. the body is erect with the weight evenly distributed on both feet;
 - e. the shoulders are back, level and square to the front (to bring the chest to position without straining or stiffening);
 - f. the arms are straight from the shoulders;
 - g. the elbows are close to the sides;
 - h. the wrists are straight;
 - i. the hands are closed (but not clenched);
 - j. the backs of the fingers are close to the thighs;
 - k. the thumbs are straight, resting on the index finger and to the front, just behind the seam of the trousers;
 - l. the head is up, neck touching the collar; and
 - m. the eyes are open, and the soldiers are looking at their own height directly to the front (see [Figure 2-1](#)).



Figure 2–1: Attention

Stand at Ease

11. **‘STAND AT – EASE’**. On the command ‘STAND AT – EASE’, the right foot is kept still and the leg braced back. The left foot is raised 15 cm above the ground (see [Figure 2–2](#)) and carried sharply to the left and to the ground so the heels are 30 cm apart and in line and so the feet at the same relative angle as for the position of ATTENTION (see [Figure 2–3](#)).



Figure 2-2: Knee Bent Position (Left Foot)



Figure 2-3: Stand at Ease – Front View

12. The weight of the body is transferred evenly over both feet. With the arms kept straight, they are forced, by the shortest

means behind the back. The back of the right hand is placed in the palm of the left, with the thumbs crossed and the fingers and hands straight and pointing towards the ground (see [Figure 2-4](#)).



Figure 2-4: Stand at Ease – Rear View

13. If the wearing of equipment makes placing the hands behind the back impractical, they are held at the sides. Similarly, when carrying books and other small objects, the arms are held to the sides. Books and similar items are carried in the left hand.
14. To return to the position of ATTENTION, the left foot is raised 15 cm above the ground (knee bent position) without being brought forward; it is carried sharply to the right and placed firmly on the ground in the position for ATTENTION. At the same time, the arms are brought to the position for ATTENTION.

Stand Easy

15. **‘STAND – EASY’**. On the command ‘STAND – EASY’, after observing the regulation pause, the limbs, body and head are

- relaxed. The head or limbs must not be moved unless directed to do so by the instructor.
16. On a command such as 'SQUAD', 'PLATOON' or 'GUARD', the position of STAND AT EASE is resumed.
 17. **'REST'**. On the command 'REST', after observing the regulation pause, the soldiers can relax in the position they are in while an explanation or demonstration is given by the instructor. The head or limbs may be moved.
 18. On a command such as 'SQUAD', 'PLATOON' or 'GUARD', the position of STAND AT EASE is resumed.

Notes for Instructor

19. The following is to be considered by the instructor when presenting this lesson:
 - a. The instructor should emphasise correct foot and arm position, height of foot in coming to the attention position, avoid 'cow kicking' and ensure the arms are by the side of the body and do not bend with knee action.
 - b. The instructor must clearly indicate the position on which the squad is to form.
 - c. For instructional purposes, an interval of one arm's length between soldiers is used. However, for the purpose of measuring and marking out parade grounds, a distance of 60 cm is to be used.

Common Faults

20. The following are the common faults identified for this lesson:
 - a. poor posture/body movement;
 - b. bending from the waist;
 - c. incorrect foot, arm and hand movements/positions;
 - d. incorrect knee bent position (cow kicking); and
 - e. incorrect angle of the feet.

LESSON CONCLUSION

21. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX B TO CHAPTER 2

LESSON 2 – NUMBER, PROVE AND RIGHT DRESS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Forming Ranks, Attention, Stand at Ease, Rest and Stand Easy.
6. **Approach.**

LESSON BODY

Numbering and Proving

7. **‘SQUAD – NUMBER’.** On the command ‘SQUAD – NUMBER’, the right-hand soldier of the front rank is to call out ‘ONE’, the soldier on their left is to call out ‘TWO’, and so on, along the front rank. Each soldier in the centre and rear ranks adopts the number of the front rank soldier they are covering. If an error is made in numbering, ‘AS YOU WERE’ will be ordered and the last correct number called out by the instructor. The soldier so indicated is to repeat their number and the front rank takes up the numbering from that soldier.
8. **‘PROVE’.** When a number is called; for example ‘FRONT RANK, NUMBER TEN’, the soldier so numbered is to come to ATTENTION and respond by saying

'CORPORAL/SERGEANT/SIR', as appropriate. On the command 'PROVE', they are to raise the left forearm parallel to the ground, keep the upper arm steady, palm of the hand to the right, fingers and thumb extended and closed together (see [Figure 2-5](#)). If armed, the soldier is only to come to ATTENTION and respond as indicated.



Figure 2-5: Prove

9. **'AS YOU WERE'**. On the command 'AS YOU WERE', or another number being called, the soldier is to cut away their left hand to the position of ATTENTION, pause and resume their previous position.

Dressing the Squad

10. A squad is correctly dressed when it is in line by the right or left flank, is correctly aligned from front to rear, and has the correct interval between ranks and between soldiers.

Right Dress

11. **'RIGHT – DRESS'**. On the command by catchwords, 'RIGHT DRESS – HEADS', all except the soldiers in the right file turn head and eyes to the right. At the same time, the soldiers in the

front rank, except for the last soldier in the front rank, bends the left elbow slightly to the rear and, without pause, punch their left arms to a horizontal position to the left, with fist clenched and the back of the hand uppermost. Where troops are close to each other prior to dressing, the left arm should be punched to the rear of the soldier on the left.

12. On the command by catchwords, 'RIGHT DRESS – MOVE', after observing a regulation pause, all except the right-hand soldier of the front rank dress by taking short, sharp paces until each can see the chin of the soldier two from them. For each pace, the right foot is lifted 15 cm (see [Figure 2–6](#)) and the left foot moved in the appropriate direction without bending the knee.



Figure 2–6: Right Dress – Move

13. The right-hand soldiers of the centre and rear ranks place themselves at the correct distance from, and covering, the soldier in front. Other soldiers in these ranks cover correctly by glancing out of the corner of the left eye.

Eyes Front

14. **‘EYES – FRONT’.** On the command ‘EYES – FRONT’, the head and eyes are turned to the front and at the same time the left arm is cut to the side with a rearward movement of the elbow, under control and without noise.

Half Arm Interval Dressing

15. **‘AT HALF ARM INTERVAL, RIGHT – DRESS’.** When dressing, the frontage of the squad can be reduced to the half arm interval, by bending the left elbow and placing the clenched fist of the left hand on the hip. The left elbow is touching the soldier to the left, heel of the hand and fingers are against the hip, knuckles pointing to the ground.

Notes for Instructors

16. The following is to be considered/explained by the instructor when presenting this lesson:
- a. To attain speed in dressing a rank, the instructor should position the first three soldiers individually, by using orders such as:
 - (1) ‘MARKER FORWARD – STEADY’;
 - (2) ‘NUMBER 2 FORWARD – STEADY’; or
 - (3) ‘NUMBER 3 BACK – STEADY’.
 - b. When proficient at this drill movement (Right Dress), the left arm may remain at the ATTENTION position throughout the movement.
 - c. When proving, a soldier may be directed to raise their left hand above their head.
 - d. When dressing the remainder of the squad, the command ‘REMAINDER, CARRY IT ON’ is given. Qualifications such as ‘SLIGHTLY’, ‘A LITTLE’ and ‘UP’ are not to be used.

Common Faults

- 17.** The following are the common faults identified for this lesson:
- a. poor posture/body movement;
 - b. incorrect foot, arm and hand movements/position;
 - c. incorrect upper right arm position (just in contact with the knuckles of the outstretched left arm of the soldier on his/her right);
 - d. bending the left knee;
 - e. incorrect position of the left hand/knuckles on the left hip when executing the dressing at half arm interval; and
 - f. incorrect angle of the feet.

LESSON CONCLUSION

- 18. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

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ANNEX C TO CHAPTER 2

LESSON 3 – PERFORM TURNS AND INCLINES AT THE HALT

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Number, Prove, Right Dress.
6. **Approach.**

LESSON BODY

Right Turn

7. **‘RIGHT – TURN’.** On the command by numbers ‘RIGHT TURN – ONE’, with both knees straight, the soldier pivots 1600 mils to the right on the right heel and the ball of the left foot by raising the left heel and right toe, keeping the weight of the body on the right foot. On completion of the movement, the right foot is flat on the ground, and the left leg is to the rear with the heel raised and turned slightly inwards. The arms, thighs and body are braced as for the position of ATTENTION.
8. On the command by numbers ‘RIGHT TURN – TWO’, the left knee is brought to the knee bent position and the left foot is then brought sharply into the position of ATTENTION.

Left Turn

9. **'LEFT – TURN'.** On the command by numbers 'LEFT TURN – ONE', with both knees straight, the soldier pivots 1600 mils to the left on the left heel and the ball of the right foot by raising the right heel and left toe, keeping the weight of the body on the left foot. On completion of the movement, the left foot is flat on the ground, and the right leg is to the rear with the heel raised and turned slightly inwards. The arms, thighs and body are braced as for the position of ATTENTION (see [Figure 2–7](#)).



Figure 2–7: Left Turn One

10. On the command by numbers 'LEFT TURN – TWO', the right knee is brought to the knee bent position and the right foot is then brought sharply into the position of ATTENTION.

About Turn

11. **'ABOUT – TURN'.** On the command by numbers 'ABOUT TURN – ONE', the body is turned through 3200 mils to the right by pivoting on the heel of the right foot and the ball of the left

foot. To assist this movement lean slightly forward. The rest of the body remains as for the ATTENTION position.

12. On the command by numbers 'ABOUT TURN – TWO', the left knee is brought to the knee bent position and the left foot is then brought sharply into the position of ATTENTION.

Right/Left Incline

13. 'RIGHT/LEFT IN – CLINE'. The procedure for a right or left incline is as for turns, except that the turns are made through 800 mils to the right or left.

Notes for Instructors

14. The following is to be considered by the instructor when presenting this lesson:
 - a. Right/left/about turn:
 - (1) The cautionary word of command for right turn, left turn or about turn should include the direction relative to the front and flanks of a squad, see [Annex D to Chapter 2](#). An example is, 'SQUAD MOVE TO THE RIGHT IN FILE, RIGHT – '.
 - (2) The executive word of command is ' – TURN'.
 - b. Right/left incline:
 - (1) The cautionary word of command for right/left incline should include 'DIAGONAL TURNS'. An example is, 'DIAGONAL TURNS AT THE HALT RIGHT IN – '.
 - (2) The executive word of command is 'CLINE'.

Common Faults

15. The following are the common faults identified for this lesson:
 - a. poor posture/incorrect body movement;
 - b. incorrect bending from the waist;
 - c. incorrect foot, arm and hand movements/position;

- d. incorrect knee bent position (cow kicking);
- e. flat heel turns;
- f. not locking thighs during the about turn;
- g. incorrect angle of the feet; and
- h. turning beyond 800 mils on inclines.

LESSON CONCLUSION

16. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

ANNEX D TO CHAPTER 2

LESSON 4 – EXPLAIN FRONTS AND FLANKS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Perform Turns and Inclines at the Halt.
6. **Approach.**

LESSON BODY

Front and Rear of the Squad

7. **Advance Position.** The front of a squad is when the squad is in line and the marker is in the position of the right-hand soldier of the front rank and the squad is dressed. The squad is said to be **ADVANCED** (see [Figure 2–8](#)).
8. **Retired Position.** When the squad about turns, the marker is the left-hand soldier in the rear rank and the squad is said to be **RETIRED**.
9. **Cautionary Words of Command.** Whenever the squad is to advance or retire, the cautionary words of command will be 'SQUAD WILL ADVANCE (RETIRE)'.

Flanks of the Squad

10. The flanks of the squad remain constant, irrespective of whether the squad is advancing or retiring.

11. When the squad is **ADVANCED**, the cautionary word of command to turn to a flank is 'MOVE TO THE – '. For example, 'SQUAD – MOVE TO THE LEFT (RIGHT) IN THREES (FILE) – '.
12. When the squad is **RETIRED**, the cautionary word 'YOUR' is added when turning to a flank. For example, 'SQUAD – MOVE TO YOUR LEFT (RIGHT) IN THREES (FILE) – ' (see [Figure 2–9](#)).
13. When the squad is **ADVANCED**, the dressing is to be 'BY THE RIGHT' (ie. by the file covering the marker).
14. When **RETIRED**, dressing is to be 'BY YOUR LEFT'. The marker will be in the rear rank in the left-hand file.
15. If the squad is moving to **THE RIGHT**, the dressing for each file is 'BY YOUR LEFT' (ie. by the original front rank).
16. When moving to **THE LEFT**, the dressing for each file is 'BY YOUR RIGHT' (ie. by the original front rank).
17. During a right or left wheel, each file is to dress by the inner flank. For example, 'SQUAD, BY YOUR LEFT/RIGHT, CHANGE DIRECTION LEFT/RIGHT, LEFT/RIGHT – WHEEL'. After the wheel is completed, the instructor is to order the directing flank. For example, 'BY YOUR LEFT (BY YOUR RIGHT)'.
18. [Figure 2–8](#) and [Figure 2–9](#) detail the fronts and flanks.



Figure 2–8: Fronts and Flanks – Advance Position



Figure 2–9: Fronts and Flanks – Retired Position

Blank Files and Guides

19. Guides and soldiers placed in blank files (where necessary) are to be on the directing flank when moving to the right or left. Where the blank file contains only one soldier, they are to move to the inner flank during a wheel and return to the directing flank immediately the wheel is completed.
20. When advancing or retiring on the march, guides and single soldiers placed in a blank file mark time on the cautionary word of command 'ADVANCE' or 'RETIRE'. The number of paces marking time is to be:
 - a. two ranks, close order – two paces;
 - b. two ranks, open order – four paces;
 - c. three ranks, close order – two paces; or
 - d. three ranks, open order – six paces.

Notes for Instructor

21. The following is to be considered by the instructor when presenting this lesson:
 - a. The lesson on fronts and flanks, blank files and guides should be taught to all ranks, particularly NCO and potential NCO. It is essential that this lesson is thoroughly understood so that correct cautionary words of command can be given.

- b. It is best taught initially as a lecture, using a whiteboard and coloured pens or a magnetic board with movable tokens. After the lecture the squad should be practiced on the parade ground, with the instructor omitting the direction of the turn from the cautionary part of the word of command; for example, 'SQUAD WILL ADVANCE, SQUAD – TURN'.
- c. Directing flanks are achieved once a right/left dressing is conducted. Instructors must ensure that the squad is not given the order 'RIGHT – DRESS' when they are retired, unless a change of front is required. After the right dress, the squad has a new marker, therefore, a new ADVANCE position.
- d. Instructors must ensure that they can always recognise the marker.

Common Faults

- 22.** The following are the common faults identified for this lesson:
- a. not being able to recognise the directing flank, and
 - b. as for Turns at the Halt.

LESSON CONCLUSION

- 23. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX E TO CHAPTER 2

LESSON 5 – SALUTE TO THE FRONT, LEFT, RIGHT AND AT THE HALT

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Explain Fronts and Flanks.
6. **Approach.**

LESSON BODY

When to or not to Salute

7. The salute is a compliment exchanged between members of the forces when one or more of the members is a commissioned officer. Members of the Army are to salute on those occasions detailed in this section.
8. During the playing of the National Anthem of Australia, or foreign nation, the following applies:
 - a. all ranks in uniform not on parade, or not part of a formed body of troops, are to salute; and
 - b. a body of troops under command is to be brought to the ATTENTION position and the person in command is to salute.

-
9. In the morning or at Retreat, during the raising, breaking or lowering of the ANF, Australian Defence Force ensign (ADFE), RAN ensign and the RAAF ensign, the following applies:
 - a. all ranks in uniform not on parade, or not part of a formed body of troops, are to halt, face the flag and salute;
 - b. a body of troops under command is to be brought to ATTENTION and the person in command is to salute; and
 - c. personnel not in sight of the flag are to stand at ATTENTION and face towards the direction of the flag.
 10. The ANF is not saluted when it is raised from the half-mast position during ceremonial activities, such as Anzac Day or Remembrance Day.
 11. Compliments should be exchanged when an individual or group passes an officer of higher rank or when an officer of higher rank passes a group or an individual. When an officer passes a stationary group, the first to see the officer is to assume command, order 'STAND FAST', turn to face the officer and salute. When the officer has passed the group, or when so directed, he/she orders 'GO ON'. Procedures for individuals and groups passing an officer and reporting to an officer are contained in [Annex C to Chapter 3](#).
 12. Compliments are to be paid to the commissioned officers of armed forces of any nation formally recognised by the Australian Government and distinguished personages. More detailed information is available in the *Army Ceremonial Manual*, Volume 1, 2003.
 13. Vehicles flying distinguishing pennants, personal standards or with star plates uncovered, are to be saluted on all occasions when the vehicle passes or is passed. Members not in uniform are to stand to attention until the vehicle has passed.
 14. **When to Salute.** Service personnel in uniform are to salute in the following circumstances:
 - a. when entering and leaving a war cemetery;
-

2E-3

- b. when passing a cenotaph or a military memorial bearing the names of fallen service personnel;
 - c. when passing or being passed by a funeral cortege;
 - d. at the completion of a burial service prior to turning away from an open grave;
 - e. when boarding and disembarking from one of Her Majesty's Australian ships, or warships of an allied defence force (face the stern of the ship when executing a salute);
 - f. when passing or being passed by uncased colours;
 - g. to armed corps and armed parties when the personnel involved are in ceremonial forms of dress, or involved in ceremonial related activities (eg. a section of armed soldiers marching to a small arms training area would not be considered an armed party; however, the same section dressed in ceremonial uniform, marching to or from the parade ground for a guard mount, would be considered an armed party). A RAA armed corps or party should, if possible, be paid compliments as it leaves its barracks on ceremonial, operational or exercise activities;
 - h. on the sounding of 'Last Post'; and
 - i. on the playing of 'Point of War'.
15. When, because of physical incapacity, the right-handed salute is not possible, the salute is given with the left hand.
16. When not wearing military headdress, stand to ATTENTION or lock the arms by the side of the body while marching and acknowledge the officer.
17. When indoors and seated and an officer enters the room, sit or stand to ATTENTION.
18. **When Not to Salute.** A soldier does not salute in the following circumstances:
- a. in a crowded thoroughfare or assembly;
-

-
- b. under the immediate control of a superior (except when receiving the order 'OFFICER ON PARADE DIS – MISS');
 - c. precluded by the nature of the duties from doing so;
 - d. on operations, on an exercise or in the field;
 - e. driving a vehicle (for safety reasons, drivers are not to pay compliments in any manner, but passengers are to pay compliments as appropriate); or
 - f. as a female member of the Royal Australian Army Nursing Corps when wearing a nurse's veil or cap.

Stand Fast

- 19. Compliments are paid to both armed corps and parties when they are on the march. Soldiers, of all ranks, are to stop and, standing at attention, face the armed corps or party as it passes. The ANF, ADFF, Standards, Guidons, Colours and Banners, including the guns of the Royal Regiment of Australian Artillery, are to be saluted as they pass.
- 20. The following are armed corps:
 - a. an armoured regiment when mounted in AFV;
 - b. a cavalry squadron when mounted in AFV;
 - c. an artillery regiment or battery with guns;
 - d. not less than three squadrons of engineers;
 - e. an armed infantry battalion, with or without Colours; and
 - f. an armed unit of at least three sub-units other than the Royal Australian Armoured Corps, the RAE, the RASIG and the RAINF.
- 21. The following are armed parties:
 - a. two or more tanks, or other AFV;
 - b. less than a battery of artillery with its guns (including a section of one gun);

- c. any organised party with swords, rifles or wearing side arms (including Colour parties); and
- d. Defence Service bands (including pipes and drums) with instruments.

Salute to the Front at the Halt

- 22. 'SALUTE TO THE FRONT – SALUTE'.** On the command by catchwords, 'SALUTE TO THE FRONT – UP', the right arm is kept straight and raised sideways until it is horizontal with the palm of the hand to the front, the fingers are extended and the thumb is close to the forefinger. With the upper arm stationary and the hand and wrist straight, the elbow is bent until the tip of the forefinger is 2 cm over the right eye, or touching the peak of the cap or the brim of the hat in front of the right eye. The forearm, wrist and fingers are kept together in a straight line and the palm of the hand is in a vertical plane (see [Figure 2–10](#)).



Figure 2–10: Salute to the Front

- 23.** On the command by catchwords, 'SALUTE TO THE FRONT – DOWN', the right arm is cut to the ATTENTION

position by the shortest route. During the downward movement the fingers of the right hand are curled.

Salute to the Flank at the Halt

24. **‘SALUTE TO THE RIGHT – SALUTE’.** On the command by catchwords, ‘SALUTE TO THE RIGHT SALUTE – UP’, the head is turned to the right and the right arm is raised as previously taught. The right eye looks along the palm of the hand, the fingers are 2 cm from the eye or the index finger is touching the brim of the hat or cap. The head, eyes and arm must move at the same time (see [Figure 2–11](#) and [Figure 2–12](#)).



Figure 2–11: Salute to the Right (Side View)



Figure 2–12: Salute to the Right (Frontal View)

25. On the command by catchwords, 'SALUTE TO THE RIGHT SALUTE – DOWN', the head is turned to the front and simultaneously the arm is cut to the side of the body as previously taught.
26. **'SALUTE TO THE LEFT – SALUTE'**. On the command by catchwords, 'SALUTE TO THE LEFT SALUTE – UP', the head is turned to the left, the right arm is raised as previously taught, with the right hand, wrist and arm being pushed further to the left. The index finger is positioned 2 cm over the corner of the right eye or touching the brim of the hat (see [Figure 2–13](#) and [Figure 2–14](#)).



Figure 2–13: Salute to the Left (Frontal View)



Figure 2–14: Salute to the Left (Side View)

- 27.** On the command by catchwords, 'SALUTE TO THE LEFT SALUTE – DOWN', the head is turned to the front and,

simultaneously, the arm is cut to the side of the body as previously taught.

Notes for Instructor

- 28.** The following is to be considered by the instructor when presenting this lesson:
- a. the salute to front, right or left at the halt is best taught by catchwords;
 - b. to permit free movement, the squad should be inclined or formed up at double arm interval;
 - c. ensure the salute is carried out – longest way up, shortest way down; and
 - d. the salute to the flank at the halt is taught only as a preliminary to teaching saluting on the march.

Common Faults

- 29.** The following are the common faults identified for this lesson:
- a. hand in the incorrect position;
 - b. misalignment of the fingers and thumb – not extended and together; and
 - c. the arm is not raised or lowered in the correct arc (see [paragraph 28c](#)).

LESSON CONCLUSION

- 30. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);

- f. the preview of next instruction; and
- g. dismissal.

ANNEX F TO CHAPTER 2

LESSON 6 – CONDUCT PACES FORWARD, PACES REAR, OPEN AND CLOSE ORDER MARCH, DISMISS, FALL OUT AND SIDE PACES

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Attention, Stand at Ease, Turns at the Halt, Salute to the Front.
6. **Approach.**

LESSON BODY

Paces Forward and to the Rear

7. **‘... PACES FORWARD (... PACES STEP BACK) – MARCH’.**
When the command ‘... PACES FORWARD (... PACES STEP BACK) – MARCH’ is given, the movement is carried out in quick time but with the arms held by the sides. The soldiers in the nominated rank are to march forward (or to the rear) the ordered number of 75 cm paces. The maximum number of paces a soldier should be ordered to step forward or to the rear is three. If a greater number is required, the orders ‘QUICK MARCH’ and ‘HALT’ are to be used.

Open and Close Order March

8. **'OPEN ORDER – MARCH'.** On the command 'OPEN ORDER – MARCH', if in two ranks, the rear rank steps back two paces. If in three ranks, the rear rank steps back two paces and the front rank steps forward two paces simultaneously.
9. **'CLOSE ORDER – MARCH'.** On the command 'CLOSE ORDER – MARCH', if in two ranks, the rear rank steps forward two paces. If in three ranks, the front rank steps back two paces and the rear rank step forward two paces simultaneously.
10. These movements are conducted in quick time. The arms are held by the sides of the body.

Dismiss and Fall Out

11. **'DIS – MISS'.** When the command 'DIS – MISS' is given, soldiers conduct a right turn and after the regulation pause march off. They march forward as a squad for three paces and then break formation and carry on independently, but in step, until clear of the parade ground.
12. **'OFFICER ON PARADE, DIS – MISS'.** When an officer is present, the squad is brought to the OPEN ORDER prior to being dismissed from duty. On the command 'OFFICER ON PARADE, DIS – MISS', soldiers conduct a right turn and after the regulation pause, salute to the front as previously taught, observe the regulation pause, then march off. When the squad has marched forward the three paces, the OIC is to turn to face the officer and salute, then march off.
13. **'FALL – OUT'.** On the command 'FALL – OUT', soldiers conduct a right turn and march off in quick time in the same manner as for dismiss, observing the regulation pause between movements.

The Side Pace

14. The side pace is used to move a squad not more than eight 30 cm paces to a flank. If the distance is more than eight paces, the squad is to be turned and marched to the flank. When up to four paces are to be taken, the number is to be specified. When

between five and eight paces are to be taken, the command 'LEFT (RIGHT) CLOSE – MARCH' and 'HALT' is to be given. During the side pace, the body is kept at the position of ATTENTION. The rate of marching is 116 paces per minute.

15. **'LEFT (RIGHT) CLOSE – MARCH'**. On the command by catchwords, 'LEFT (RIGHT) CLOSE MARCH – CHECK', the left (right) foot is raised 15 cm and carried off to the left (right) for a distance of 30 cm, and placed down smartly. The right (left) heel is raised approximately 25 mm as the weight is transferred to the leading foot.
16. On the command by numbers, 'LEFT (RIGHT) CLOSE MARCH – ONE', the right (left) foot is raised 15 cm and carried off to the left (right) to the position of ATTENTION.
17. **'HALT'**. The command 'HALT' is given when the heels are together. The squad completes a further pace, halts and remains steady.
18. **'SQUAD ... PACES LEFT (RIGHT) CLOSE – MARCH'**. On the command, 'SQUAD ... PACES LEFT (RIGHT) CLOSE – MARCH', the squad proceeds as ordered and halts.

Notes for Instructor

19. The following is to be considered/explained by the instructor when presenting the dismiss and fall out lesson:
 - a. The soldiers in the squad are first brought into line before dismissal.
 - b. Instructors are to explain the command 'DIS – MISS' signifies the end of training or the day's activities.
 - c. Instructors are to explain the command 'FALL – OUT' signifies the end of the parade or lesson; soldiers are to return to training/or the workplace.
 - d. Instructors are to explain when 'FALL – OUT' or 'DIS – MISS' is ordered, a salute is not given and the ranks are not brought to the open order.

- e. Instructors are to explain 'FALL – OUT' can occur from any formation, not necessarily in line.
- f. When calling the time for side paces, the cadance is to be called for the first four paces; for example, 'CHECK – ONE, CHECK – TWO, CHECK – THREE, CHECK – FOUR.'

Common Faults

- 20.** The following are the common faults identified for this lesson:
- a. arms are not swung during paces forward/rear or open/close order march;
 - b. poor posture/body movement;
 - c. incorrect knee bent position (cow kicking);
 - d. flat heel turns;
 - e. incorrect length of pace;
 - f. incorrect arm swing as soldiers march off parade; and
 - g. saluting as per faults indicated in [Annex E to Chapter 2](#).

LESSON CONCLUSION

- 21. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX G TO CHAPTER 2

LESSON 7 – SIZING, FORMING TWO RANKS FROM THREE RANKS AND THREE RANKS FROM TWO RANKS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Paces Forward, Paces Rear, Open and Close Order March, Dismiss, Fall Out and Side Paces.
6. **Approach.**

LESSON BODY

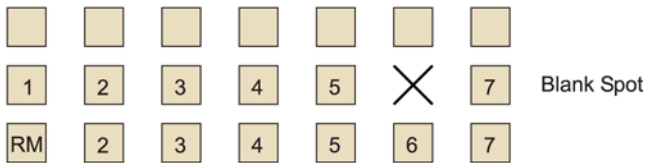
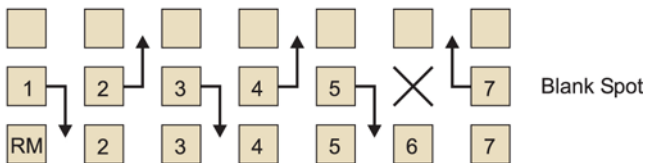
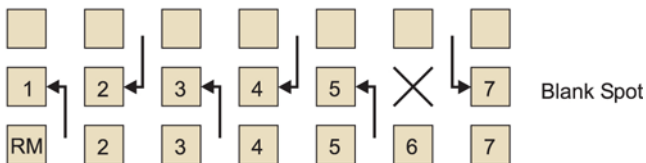
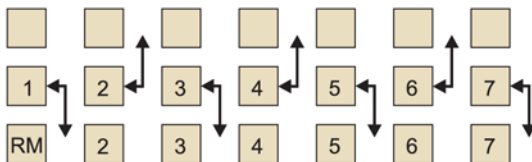
Sizing Ranks

7. Sizing is carried out to give a regular appearance to a formed body of soldiers of varying height. Usually a body of soldiers is to be sized with the tallest members on the flanks and the shortest in the centre. When time is short, a small party, such as a guard, may be sized by eye without using the normal sizing procedure.
8. To size a squad in single rank, the following command is given: 'TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN SINGLE RANK – SIZE'. All the soldiers in the squad are to fall out and arrange themselves according to size, supervised by the instructor.

-
9. If the intention is to size in more than one rank with the tallest on the right, the squad is first sized in single rank and the following commands given: 'NUMBER ONE STAND FAST, REMAINDER RIGHT TURN, FORM THREE RANKS, QUICK – MARCH'. All the troops step off and, under the direction of the instructor, each soldier is placed in the centre, rear or front rank as they arrive in position. Each file, when completed, is to turn to the front as a file and remain at ATTENTION. Adjustments to the left flank, and creating blank files, should occur during dressing.
10. If the intention is to size with the tallest on the flanks, the squad is first sized in single rank and the appropriate commands given. The following example uses three ranks:
- a. 'SQUAD – NUMBER'. The soldiers in the squad will number from right to left, 'ODD NUMBERS – PROVE', 'EVEN NUMBERS – PROVE', 'AS YOU WERE'. This sequence is to ensure that the members of the squad know their numbers.
 - b. 'ODD NUMBERS ONE PACE FORWARD, EVEN NUMBERS ONE PACE STEP BACK – MARCH'. The members of the squad take a pace forward or to the rear, in accordance with their numbers.
 - c. 'NUMBER ONE STAND FAST, ODD NUMBERS TO THE RIGHT, EVEN NUMBERS TO THE LEFT, RIGHT AND LEFT – TURN'. All turn as directed, except number one (the right marker), who remains facing the front.
 - d. 'FORM THREE RANKS, QUICK – MARCH'. All troops step off. The rear rank wheels to the right without further orders and follows the front rank. Under the direction of the instructor, each soldier is placed in the centre, rear or front rank as they arrive in position. Each file, when completed, is to turn to the front as a file and remain at ATTENTION. Ranks are then dressed and renumbered. Adjustments to the left flank, and creating blank files, should be made during dressing.
-

Form Two Ranks from Three Ranks

11. **‘FORM – TWO RANKS’.** On the command ‘FORM – TWO RANKS’, all soldiers in the centre rank take a pace to the left with the left foot. As a continuous movement, the odd numbered soldiers bring the right foot across to the left and then carry it forward coming into line with the front rank. The even numbered soldiers carry out the same drill; however, the right foot is carried to the rear. As soon as the right feet of the centre rank soldiers are in position, the left foot is brought up, or back, to the position of ATTENTION. The arms remain at the side throughout the movement (see [Figure 2–15](#)).
12. This movement is complete once a right dress has been conducted.
13. **‘FORM – THREE RANKS’.** On the command ‘FORM – THREE RANKS’, the original centre rank odd and even numbered soldiers take a pace to the rear and front, respectively, with the left foot. As a continuous movement, the odd numbered soldiers bring the right foot back in line with the left foot and then carry it across to the right, reforming the centre rank. The even numbered soldiers carry out the same drill; however, the right foot is carried to the front and then across to the right. As the centre rank soldiers complete the side pace to the right, the left foot is brought across back to the ATTENTION position. The arms remain at the side throughout the movement.
14. This movement is complete once a right dress has been conducted (see [Figure 2–15](#)).

Formed Up**Advance****Form 2 ranks from 3 (with blank file)****Form 3 ranks from 2 (with blank file)**

**Form 2 ranks from 3
A from 3 ranks from 2
(no blank file)**

Figure 2–15: Forming Ranks

Notes for Instructor

15. The following is to be considered by the instructor when presenting this lesson:
- a. The squad is to be numbered and right dressed prior to forming two ranks from three ranks and forming three ranks from two.
 - b. When forming two ranks from three ranks, with a blank file, the centre rank left file moves to the right and rear (see [Figure 2-15](#)).
 - c. When forming three ranks from two ranks, with a blank file, the same soldier moves forward and left (see [Figure 2-15](#)).

Common Faults

16. The following are common faults identified for this lesson:
- a. soldiers unsure of their file number,
 - b. confusion in entering the front or the rear rank,
 - c. arms swung during movements, and
 - d. the soldier in the centre rank left file moves in the incorrect direction.

LESSON CONCLUSION

17. **End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and

- g. dismissal.

CHAPTER 3

DRILL IN QUICK TIME WITHOUT ARMS

- 3.1** This chapter contains drill in quick time without arms and is enclosed in the following lessons as listed in [Table 3–1](#).

Table 3–1: Drill in Quick Time

<i>Reference</i>	<i>Subject</i>
Lesson 1	Marching in Quick Time and Halt, Step Out, Quick March, Step Short, Wheeling and Marching in Line.
Lesson 2	Mark Time from the Halt, Halt, Forward and Change Step while Marking Time, Change Step on the March in Quick Time.
Lesson 3	Salutes while Marching in Quick Time.
Lesson 4	Moving on Parade, Adjustment of Dress and Equipment, and Leaving the Ranks Individually.
Lesson 5	Turns and Inclines on the March in Quick Time.
Lesson 6	Marching, Marking Time and Halt in Double Time.

- 3.2** The basic lessons for drill in quick time without arms are contained in [Annex A](#) to [Annex F](#).

Annexes:

- A. [Lesson 1 – Marching in Quick Time and Halt, Step Out, Quick March, Step Short, Wheeling and Marching in Line](#)
- B. [Lesson 2 – Mark Time from the Halt, Halt, Forward and Change Step while Marking Time, Change Step on the March in Quick Time](#)
- C. [Lesson 3 – Salutes while Marching in Quick Time](#)

- D. Lesson 4 – Moving on Parade, Adjustment of Dress and Equipment, and Leaving the Ranks Individually
- E. Lesson 5 – Turns and Inclines on the March in Quick Time
- F. Lesson 6 – Marching, Marking Time and Halt in Double Time

ANNEX A TO CHAPTER 3

LESSON 1 – MARCHING IN QUICK TIME AND HALT, STEP OUT, QUICK MARCH, STEP SHORT, WHEELING AND MARCHING IN LINE

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning for this period.
6. **Approach.**

LESSON BODY

7. Marching plays its part in drill as a means of discipline. A unit marching with 'Style' is well disciplined and has high morale. Marching in quick time is a practical way to move a body of troops in the barracks environment.
8. The common rate of march for all arms and units when parading together is 116 paces to the minute in quick time. The lengths of pace and the rates of march are as follows:
 - a. *Lengths of Pace.* The length of pace is measured from heel to heel, or toe to toe:
 - (1) quick time – 75 cm;
 - (2) stepping out – 85 cm;

-
- (3) stepping short – 50 cm; and
 - (4) side pace – 30 cm.
 - b. *Rates.* The rates of paces per minute are:
 - (1) quick time – 116 paces, distance covered is 87 m; and
 - (2) side paces – 116 paces, distance covered is 2.5 m (eight paces).
9. Soldiers are to begin marching from the position of ATTENTION. If a soldier is standing at ease when a command is given that requires marching, they will come to ATTENTION before moving off.

Marching in Quick Time and Halt

- 10. **‘QUICK – MARCH’.** On the command by catchwords, ‘QUICK MARCH – LEFT’, the soldier will step off with the left foot, swing the right arm forward and left arm to the rear.
- 11. On the command by catchwords, ‘QUICK MARCH – RIGHT’, the soldier takes a pace with the right foot and the left arm is swung forward, the right arm to the rear.
- 12. On the command by catchwords, ‘QUICK MARCH – LEFT, RIGHT, LEFT, RIGHT’, the soldier takes a further four paces and swings the arms through as previously taught.
- 13. Correct marching is achieved as follows:
 - a. the heel must strike the ground first, the weight coming forward over the ball of the foot as the moving leg passes the stationary leg;
 - b. every pace is to be 75 cm;
 - c. each leg must be swung forward naturally, in a straight line;
 - d. arms must be swung freely and straight through from front to rear, reaching the extremity of their swing each time the heel comes to the ground;

- e. arms and wrists are to be kept straight and swung from the shoulder. Hands are to swing to a height midway between the waist and shoulder in front, and as high as the waist to the rear;
 - f. hands (fingers) are to be closed (form a fist) with the thumb leading, but the fist is not to be clenched tight. The pad of the thumb is to be locked over the second joint of the forefinger; and
 - g. shoulders are to be held square to the front. Head and eyes are to be looking directly to the front at the soldiers' own height.
- 14.** 'HALT'. The word of command is given as the right foot comes to the ground.
- 15.** On the command by catchwords, 'HALT – CHECK', a further pace of 75 cm is taken with the left foot. As the left foot strikes the ground the arms are cut to the sides of the body.
- 16.** On the command by catchwords, 'HALT – HALT', the right foot is swung through and raised 15 cm to the knee bent position (see [Figure 3–1](#)) and the foot is brought down sharply beside the left.



Figure 3–1: Halt (Knee Bent Position)

Step Out and Step Short

17. **'STEP – OUT'**. The command is given on consecutive left feet ('STEP' given on the left foot and 'OUT' is given as the left foot next comes to the ground in quick time).
18. On the command by catchwords, 'STEP OUT – CHECK', a further pace of 75 cm is completed with the right foot and stepping out (paces of 85 cm) is commenced on the next pace of the left foot.
19. **'QUICK – MARCH'**. The command is given on consecutive left feet ('QUICK' given on the left foot and 'MARCH' is given as the left foot next comes to the ground in quick time).
20. On the command by catchwords, 'QUICK MARCH – CHECK', a further pace of 85 cm is completed with the right foot and quick marching (paces of 75 cm) is commenced on the next pace of the left foot.
21. **'STEP – SHORT'**. The procedure for 'STEP – SHORT' is as detailed in [paragraph 17](#) and [paragraph 18](#), except that the

length of pace is reduced to 50 cm. To resume quick march see [paragraph 19](#) and [paragraph 20](#)

Wheeling

22. When the command 'CHANGE DIRECTION RIGHT (LEFT), RIGHT (LEFT) – WHEEL' is given, whether marching in file, threes or sixes, the inner soldier is to wheel (by stepping short) on the circumference of a circle with a radius of 60 cm and change direction through 1600 mils. The speed of the wheel is governed by the ability of the outside soldier to keep pace by stepping out. The soldier on the inner flank is to glance outwards from the corner of their eye and shorten their pace as necessary, their head must remain steady and not be turned.
23. Files in the rear march straight to their front and follow the ground covered by the leading files. If the squad is halted or ordered to mark time when only a part of the squad has wheeled into a new direction, the command 'REAR FILE(S) – COVER' may be given and the soldiers, who have not yet wheeled, cover off and move to their places by the shortest route.
24. To wheel through less than a right angle, the command 'FOR – WARD' is given when the leading file is facing the required direction. The leading file then leads straight on. To wheel through more than a right angle, the command 'RIGHT (LEFT) – WHEEL' is given a second time and the command 'FOR – WARD', given when the desired direction is reached.
25. It is not practicable to wheel more than six soldiers in line, unless the wheel is a gradual one (eg. in a ceremonial procession through streets). If more than six soldiers are wheeling, the outer flank will direct. With more than six soldiers in line, a change of direction will be carried out by 'forming'.

Maintaining Direction while Marching

26. To maintain direction when marching alone, a soldier should select a stationary object, as far away as possible and in line with the direction of march, and march towards it.

- 27. Guides.** When marching in line, a soldier or NCO may be positioned on the outside of the directing flank to act as a guide. They are responsible for the following:
- a. maintaining direction, and
 - b. regulating the length of pace and cadance while marching.
- 28.** If there is no guide, the marker is to act as a guide, except when dressing is by the centre; in which case, the dressing is taken off the centre file.
- 29.** The centre and/or rear rank soldiers, of the directing flank, are responsible for ensuring that the correct distance is maintained between ranks and the covering of ranks is correct.
- 30.** The remaining squad members are responsible for ensuring that intervals are correct, and dressing and covering are maintained. Corrections to dressing are to be made gradually to avoid a 'whiplash' effect.

Notes for Instructors

- 31.** The following is to be explained by the instructor when presenting this lesson:
- a. On giving the command 'QUICK – MARCH', instructors call the step for at least the first five paces to regulate the timing and maintain the correct step.
 - b. Overstepping and closing up the distance between individuals is a common cause of poor marching.
 - c. The executive word of command 'WHEEL' should be drawn out over three paces.
 - d. To step off with troops already marching in quick time, the executive word of command is given as the right foot comes to the ground.
 - e. A directing flank is to be indicated prior to wheeling, when marching in two or more files.

- f. When necessary, articles are to be carried in the left hand, which is then held steady at the side. The right arm is swung in the usual manner when marching in quick time.
- g. When a group (squad) of trained soldiers is required to march around the area/unit and the group consists of three or more soldiers, one is to take charge and march the remainder of the group. Trained soldiers refers to soldiers post ARTC and initial employment training. Instructors at schools should take opportunities to allow trainees (young soldiers), under supervision, to march squads around training establishments.

Common Faults

- 32.** The following are the common faults identified for this lesson:
- a. incorrect dressing such as not covering off, bowing out on the wheel;
 - b. looking down;
 - c. incorrect arm movements such as height, elbows bent, fist clenched, thumb leading;
 - d. incorrect heel such as toe action;
 - e. incorrect cadence;
 - f. square gaiting; and
 - g. instructors must constantly be alert for incorrect pace lengths and must check the length of pace frequently, using the pace stick or the pace ladder.

LESSON CONCLUSION

- 33. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;

- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

ANNEX B TO CHAPTER 3

LESSON 2 – MARK TIME FROM THE HALT, HALT, FORWARD AND CHANGE STEP WHILE MARKING TIME, CHANGE STEP ON THE MARCH IN QUICK TIME

INSTRUCTOR NOTES

1. **Timings.** Two 40-minute periods.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching in Quick Time and Halt.
6. **Approach.**

LESSON BODY

7. The Mark Time is carried out to the same cadence as marching. The position of ATTENTION is maintained by the upper body, head and arms.

Quick Mark Time from the Halt

8. **‘QUICK MARK – TIME’.** The command ‘QUICK MARK – TIME’, is given while soldiers are at the ATTENTION position.
9. On the command by catchwords, ‘QUICK MARK TIME – UP’, the left foot is raised 15 cm to the knee bent position, the heel is in line with the right leg, arms locked by the side, body and head upright, eyes looking at own height to the front.

-
10. On the command by catchwords, 'CHANGE', the left leg is then straightened to resume the position of ATTENTION. As the left foot touches the ground, the action is repeated with the right leg adopting the knee bent position (see [Figure 3–2](#)).



Figure 3–2: Quick Mark Time Change (Right Knee Bent Position)

11. On the command by catchwords, 'CHANGE', the right leg is then straightened to resume the position of ATTENTION. As the right foot touches the ground, the action is repeated with the left leg adopting the knee bent position.
12. The movement is then continued as stated in [paragraph 10](#) and [paragraph 11](#). The cadence is maintained by the instructor calling the time 'LEFT, RIGHT, LEFT'.
13. 'HALT'. The command 'HALT' is given as the right foot comes to the ground as previously taught in [Annex A to Chapter 3](#).

Forward from the Mark Time

14. 'FOR – WARD'. The command 'FOR – WARD' is given as the right foot comes to the ground.

3B-3

15. On the command by catchwords, 'FORWARD – CHECK', a further pace is completed with the left foot, with the right leg adopting the knee bent position.
16. On the command by catchwords, 'FORWARD – DOWN', the pace is completed with the right foot. As the right foot comes to the ground, the left foot is immediately thrust forward to the left foot front position (40 cm forward), arms commence to swing.
17. On the command by catchwords, 'FORWARD – AWAY', the arms are swung as for Quick March (right arm leading). As the weight is transferred forward, the left foot completes the remaining 35 cm for the pace (75 cm pace) (see [Figure 3–3](#)).



Figure 3–3: Quick Mark Time – Forward – Away

Change Step while Marking Time in Quick Time

18. '**CHANGE – STEP**'. The command 'CHANGE' is given as the left foot reaches the ground and 'STEP' as the right foot reaches the ground. Two paces will be made with the left foot in the cadence of quick time, after which the normal mark time will be resumed.

Change Step while Marching in Quick Time

19. **‘CHANGE – STEP’.** The command ‘CHANGE’ is given as the left foot reaches the ground and ‘STEP’ as the right foot reaches the ground on successive movements (feet). The arms are cut to the sides as the right foot completes the pace.
20. On the command by catchwords, ‘CHANGE STEP – CHECK’, a further pace is completed with the left foot.
21. On the command by catchwords, ‘CHANGE STEP – DOWN’, the right foot is moved smartly in against the left heel so the instep is against the left heel.
22. On the command by catchwords, ‘CHANGE STEP – AWAY’, the left foot is immediately thrust forward and the arms commence to swing as for Quick March (right arm leading). As the weight is transferred forward the left foot completes a 75 cm pace.

Notes for Instructors

23. The following is to be considered by the instructor when presenting this lesson:
 - a. The command ‘MARK – TIME’ and ‘FOR – WARD’ are given with long cautionary words of command (three paces are recommended).
 - b. When marking time instruction is best delivered using catchwords and calling the time. When judging the time, the instructor will commence to call the time ‘LEFT, RIGHT, LEFT’.

Common Faults

24. The following are the common faults identified for this lesson:
 - a. incorrect dressing such as not covering off;
 - b. looking down while marching;
 - c. stepping out;
 - d. incorrect arm movements such as height, elbows bent, fist clenched, thumb leading;

- e. not locking the arms against the side while marking time;
- f. incorrect heel such as toe action;
- g. incorrect cadence; and
- h. square gaiting.

LESSON CONCLUSION

25. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX C TO CHAPTER 3

LESSON 3 – SALUTES WHILE MARCHING IN QUICK TIME

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching in Quick Time and Halt, Salutes at the Halt.
6. **Approach.**

LESSON BODY

Saluting on the March

7. Saluting on the march may be to a flank or to the front, in quick or slow time.

Salute to the Flank in Quick Time

8. **‘SALUTE TO THE RIGHT (LEFT) – SALUTE’.** On the command by catchwords, ‘SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK’, a check pace is taken with the right foot and the arms are cut to the sides.
9. On the command by catchwords, ‘SALUTE TO THE RIGHT (LEFT) SALUTE – UP’, a pace is taken with the left foot and as the foot comes to the ground the salute (as previously taught) to the flank indicated is executed.

-
10. On the command by numbers, 'SALUTE TO THE RIGHT (LEFT) SALUTE – FIVE', a further four paces are taken while maintaining the salute (finish in the left foot front position). The catchwords, 'TWO, THREE, FOUR, FIVE', are used.
 11. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – DOWN', a pace is taken with the right foot and as the foot comes to the ground the hand is cut away and the head and eyes are turned to the front.
 12. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – SWING', a pace is taken with the left foot and the arms commence swinging.

Individual Saluting to a Flank

13. When a soldier passes an officer, they are to salute on the third pace before reaching the officer, and cut the hand away on the third pace after passing the officer. During the salute, the soldier is to look the officer in the eye and address the officer as appropriate, for example, *'Good morning/afternoon/evening – Sir/Ma'am'*.

Group Saluting to a Flank

14. **Under Command.** When a body of troops moving under command passes an officer, the member in charge orders 'EYES – RIGHT (LEFT)' on the third pace before the group reaches the officer and 'EYES – FRONT' on the third pace after the group has passed the officer. The member in charge is to perform an individual salute in time with the movement of the head and eyes of the body of troops they are commanding.
15. **Not Under Command.** When a group not under command passes an officer, all members are to lock their arms beside their sides and turn their heads and eyes towards the officer. The member on the extreme right, who should be the senior member, salutes to the appropriate flank.

Reporting to an Officer

16. **'SALUTE TO THE FRONT – SALUTE' (given as for 'HALT').** When a soldier is reporting to an officer they are to halt three

paces in front of the officer, observe the regulation pause and salute.

17. This drill is mainly used when a soldier is to receive an honour, award or prize from an officer. WO/NCO will use this drill on guard mounts or when taking over a parade from an officer.
18. Salute again, observe the regulation pause, conduct an about turn, observe the regulation pause and march off in quick time.

Compliments to Officers by Soldiers in Field Dress

19. When within a barracks environment, soldiers in field dress (Dress Order No 4B), wearing field equipment and carrying weapons, are to pay compliments to officers by locking the arms into the side of the body. The soldier, or the soldier in charge of a group of soldiers, is to look the officer in the eye and address the officer as appropriate.

Notes for Instructor

20. The following is to be considered by the instructor when presenting this lesson:
 - a. the start position for this lesson is the left foot front position;
 - b. salute to the flank in quick time is best taught using a combination of numbers and catchwords;
 - c. soldiers should use the following catchwords when calling the time:
 - (1) check,
 - (2) up,
 - (3) two,
 - (4) three,
 - (5) four,
 - (6) five,
 - (7) down, and

- (8) swing; and
- d. commands are given on consecutive left feet.

Common Faults

- 21.** The following are the common faults identified for this lesson:
- a. posture/body position;
 - b. looking down while marching/saluting;
 - c. stepping out;
 - d. incorrect heel such as toe action;
 - e. square gaiting;
 - f. incorrect hand/head position when executing the salute;
 - g. not locking the thighs on about turn; and
 - h. not observing the regulation pause.

LESSON CONCLUSION

- 22. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX D TO CHAPTER 3

LESSON 4 – MOVING ON PARADE, ADJUSTMENT OF DRESS AND EQUIPMENT, AND LEAVING THE RANKS INDIVIDUALLY

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching in Quick Time and Halt.
6. **Approach.**

LESSON BODY

Moving on Parade from the Rear

7. **‘RIGHT – MARKER’.** On the executive word of command ‘– MARKER’, the right-hand soldier of the front rank comes to ATTENTION, observes the regulation pause then marches as follows:
 - a. to a point two paces from the instructor;
 - b. the nominated number of paces (always an odd number); or
 - c. to a place indicated by the instructor.
8. The right marker halts, observes the regulation pause and stands at ease.

-
9. If dressing is required, the marker is then given the command, 'MARKER ATTENT – ION', and is dressed. On the command, 'MARKER – STEADY', the marker stands at ease.
 10. **'ON – PARADE'**. On the command 'ON – PARADE', the marker and the remaining soldiers in the squad come to ATTENTION. After observing the regulation pause, the remaining soldiers in the squad march straight forward to their new alignment on the left of the marker and halt, observe the regulation pause and stand at ease, with the right-hand soldier in the centre and rear rank covering the marker.

Moving on Parade from a Flank

11. The procedure from a flank is the same as for moving on parade from the rear, except that the marker turns to the front after halting and stands at ease. The remainder carry out the same movements. A regulation pause is to be observed between movements.

Adjusting Dress or Equipment

12. There is no word of command for this drill. It may be carried out as an individual requirement or as a result of a soldier being ordered to adjust his/her dress or equipment during an inspection.
13. If the soldier is standing at ease he/she must first come to ATTENTION. The right foot is then raised 15 cm and placed firmly on the ground with the instep touching the heel of the left foot and forming an angle of 530 mils. The soldier then observes the regulation pause, then carries out the adjustment required. On completion of the adjustment the soldier returns their arms to the attention position, observes the regulation pause and moves their right foot back to the attention position. They then adopt the same position as the squad.
14. Adjustments to dress or equipment are to be made by the soldier concerned and are not to be made by the instructor or inspecting officer.

Leaving the Ranks Individually

15. ‘... **RANK (front/centre/rear), NUMBER ... (file number)**’ or ‘**PRIVATE ... (surname)**’. The soldier so indicated or named is to come to ATTENTION and, in a loud clear voice, acknowledge the order by saying ‘Corporal/Sergeant/Sir/Ma’am’ as appropriate.
16. ‘**FALL – OUT**’. To fall out of the front rank, a soldier takes a pace to the left front, observes the regulation pause and moves off straight to the front and halts three paces from and facing the instructor. If in the centre or rear rank, a soldier takes a pace to the left front, observes the regulation pause and moves off straight to their front and halts three paces from and facing the instructor.
17. When ordered to rejoin the ranks, a soldier turns left, right or about, observes the regulation pause and moves by the nearest flank to the original position, entering the ranks from the rear, and halts in position. The soldier then observes the regulation pause, adjusts their dressing and then assumes the same position as the squad. If the soldier’s position was in the right or left file, they are to approach from the flank without moving through the ranks and turns to the front.
18. On entering or leaving the ranks, arms are not swung while moving within the ranks.

Notes for Instructors

19. Instructors are to ensure that soldiers rejoining the ranks are to halt, observe the regulation pause, adjust their dressing and cover off before adopting the squad position.

Common Faults

20. The following are the common faults identified for this lesson:
 - a. not halting on the designated number of paces;
 - b. incorrect dressing such as not covering off;
 - c. looking down while marching;
 - d. incorrect heel such as toe action;

- e. incorrect turns at the halt;
- f. incorrect saluting (if required to salute when reporting);
- g. swinging arms when moving within the ranks; and
- h. square gaiting.

LESSON CONCLUSION

- 21. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX E TO CHAPTER 3

LESSON 5 – TURNS AND INCLINES ON THE MARCH IN QUICK TIME

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching in Quick Time and Halt, Marching in Line.
6. **Approach.**

LESSON BODY

Turns and Diagonal Marching in Quick Time – Left Turn

7. The command for left turn is given as the right foot strikes the ground.
8. **‘LEFT – TURN’.** On the command by catchwords, ‘LEFT TURN – CHECK’, a further pace is taken with the left foot, the arms are cut to the sides and the right knee is brought to the knee bent position (see [Figure 3–5](#)).



Figure 3–4: Left Turn – Check

9. On the command by catchwords, 'LEFT TURN – DOWN', the body is turned through 1600 mils to the left. The right foot is placed down with the instep of the foot immediately in front of the left toe. The body weight is transferred immediately to the right leg and the left foot is forced 40 cm forward in the new direction, and the arm swing commences as previously taught (see [Figure 3–5](#)).



Figure 3–5: Left Turn – Down

10. On the command by catchwords, 'LEFT TURN – AWAY', the remaining 35 cm of the left pace is completed and marching continues in the new direction.

Turns and Diagonal Marching in Quick Time – Right Turn

11. The right turn is made in a manner similar to the left turn, using the opposite foot in each detail.

Turns and Diagonal Marching in Quick Time – Inclines

12. 'LEFT (RIGHT) IN – CLINE'. Inclines are performed in a similar manner to turns, except that the body is only turned through 800 mils in the required direction.

Turns and Diagonal Marching in Quick Time – About Turn

13. 'ABOUT – TURN'. On the command by catchwords, 'ABOUT TURN – CHECK', a check pace is taken with the right foot at the same time the arms are cut to the sides and the left knee is raised to the knee bent position.
14. On the command by catchwords, 'ABOUT TURN – TWO', the body is turned 1600 mils to the right and the left foot is placed down with the instep in front of the toe of the right boot and the

-
- body weight is immediately transferred to the left leg as the right knee is raised to the knee bent position.
15. On the command by numbers, 'ABOUT TURN – THREE', the body is turned through a further 1600 mils to the right and the right foot is placed down with the heel alongside the left heel (an angle of 1600 m) with the right foot facing in the new direction and the left knee is raised to the knee bent position.
 16. On the command by numbers, 'ABOUT TURN – DOWN', the left foot is placed down alongside the right foot and the body weight immediately transferred to the left leg. At the same time the right foot is forced forward 40 cm and the arm swing commences.
 17. On the command by catchwords 'ABOUT TURN – AWAY', the remaining 35 cm of the right pace is completed and marching continues in the new direction.

Notes for Instructors

18. The following is to be considered by the instructor when presenting this lesson:
 - a. The start positions for teaching turns in quick time are:
 - (1) Left Turn (Incline) – right foot front; and
 - (2) Right Turn (Incline) and About Turn – left foot front.
 - b. The cautionary words of command for left or right inclines on the march is, 'DIAGONAL MARCH...'

Common Faults

19. The following are the common faults identified for this lesson:
 - a. looking down while marching or completing turns;
 - b. incorrect length of pace, especially when stepping out of the turns;
 - c. incorrect heel such as toe action while marching;

- d. incorrect arm movements such as height, elbows bent, fist clenched, thumbs leading;
- e. not locking the arms in while turning;
- f. the instep of the left/right foot not correctly positioned during the turn;
- g. the heels not correctly positioned during the turn;
- h. the foot not hanging naturally (knee bent position);
- i. overbalancing on the turns (particularly the about turn); and
- j. square gaiting.

LESSON CONCLUSION

20. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX F TO CHAPTER 3

LESSON 6 – MARCHING, MARKING TIME AND HALT IN DOUBLE TIME

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching, Marking Time in Quick Time and Halt.
6. **Approach.**

LESSON BODY

Double March

7. **‘DOUBLE – MARCH’.** On the command ‘DOUBLE – MARCH’, the squad steps off with the left foot and runs on the balls of the feet with easy swinging strides, with the body inclined forward. The feet must be picked up cleanly from the ground at each pace, and the thigh, knee and ankle joints must all work freely. The body should be carried forward by a thrust from the rear foot without unnecessary effort. The heels must not be raised unduly. The feet are carried straight to the front and the ball of the foot is placed lightly on the ground. The arms should be swung and bent so that the forearm forms an angle of about 1600 mils with the upper arm. The length of pace is 1 m and the rate of marching is 180 paces to the minute.

Double Mark Time

8. **'DOUBLE MARK – TIME'.** The command 'DOUBLE MARK – TIME' is given as the right foot strikes the ground. It is performed in the same way as for MARK TIME in quick time, except that only the ball of the foot is put to the ground and the arms are kept to the sides in the bent position. The cadance of the double march is maintained.

Forward

9. **'FOR – WARD'.** The executive word of command '– WARD' is given as the right foot strikes the ground.
10. On the command by catchwords, 'FORWARD – CHECK', a pace is completed with the left foot.
11. On the command by catchwords, 'FORWARD – DOWN', a further pace is completed with the right foot and the body weight is started to move forward.
12. On the command by catchwords, 'FORWARD – AWAY', the body weight is transferred fully to the left foot which completes a full pace in double time and the arms are swung.

Halt

13. **'HALT'.** The command 'HALT' is given as the right foot strikes the ground. Three more paces are taken and the arms are cut to the sides. The three paces are required to check the more rapid movement of the body before gaining the position of ATTENTION. It is usual to order 'BREAK INTO QUICK TIME, QUICK – MARCH' before ordering 'HALT' from double time.

Double Time from Quick Time

14. **'BREAK INTO DOUBLE TIME, DOUBLE – MARCH'.** The command 'BREAK INTO DOUBLE TIME, DOUBLE – MARCH' is given as the right foot reaches the ground.
15. Double time is begun by swinging the left leg forward at the correct rate of the march (180 paces to the minute) and, at the same time, the arms are bent.

Quick Time from Double Time

16. **'BREAK INTO QUICK TIME, QUICK – MARCH'.** The command 'BREAK INTO QUICK TIME, QUICK – MARCH' is given on successive paces, 'QUICK' as the left foot reaches the ground and '– MARCH' as the right foot reaches the ground. Two more paces in double time are completed, the pace is reduced to 75 cm and marching in quick time is resumed.

Notes for Instructors

17. The following is to be considered by the instructor when presenting this lesson:
- a. When running in webbing instructors should note any incorrect configuration that will cause injuries from the webbing.
 - b. Soldiers should have packed equipment to reduce any noise.
 - c. Weapons are carried in accordance with the instructors directions ie: high port, trail or slung.
 - d. This lesson would normally be conducted as a PT lesson.

Common Faults

18. The following are the common faults identified for this lesson:
- a. looking down while running/marching; and
 - b. stepping out or pace too fast.

LESSON CONCLUSION

19. **End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;

- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

CHAPTER 4

DRILL IN SLOW TIME WITHOUT ARMS

- 4.1** This chapter contains Drill in Slow Time without Arms and are enclosed in the following lessons as listed in [Table 4–1](#).

Table 4–1: Drill in Slow Time

<i>Reference</i>	<i>Subject</i>
Lesson 1	Marching in Slow Time and Halt, Change Step, Marching in Line in Slow Time.
Lesson 2	Mark Time from the Halt, Forward, Mark Time from the Slow March, Change Step while Marking Time in Slow Time.
Lesson 3	Turns and Diagonal Marching in Slow Time.
Lesson 4	Open and Close Order in Slow Time, Break from Slow Time to Quick Time and from Quick Time to Slow Time.
Lesson 5	Change Direction by Forming at the Halt and on the March in Slow and Quick Time, Form Squad, Form Single Line and Reform.

- 4.2** The basic lessons for drill in slow time without arms are contained in [Annex A](#) to [Annex E](#).

Annexes:

- A. [Lesson 1 – Marching in Slow Time and Halt, Change Step and Marching in Line in Slow Time](#)
- B. [Lesson 2 – Mark Time from the Halt, Forward, Mark Time from the Slow March, Change Step while Marking Time in Slow Time](#)
- C. [Lesson 3 – Turns and Diagonal Marching in Slow Time](#)

- D. Lesson 4 – Open and Close Order March while Marching in Slow Time
- E. Lesson 5 – Change Direction By Forming at the Halt and on the March in Slow and Quick Time, Form Squad, Form Single Line and Reform

ANNEX A TO CHAPTER 4

LESSON 1 – MARCHING IN SLOW TIME AND HALT, CHANGE STEP AND MARCHING IN LINE IN SLOW TIME

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning for this period.
6. **Approach.**

LESSON BODY

Introduction

7. The slow march is an essential requirement for many of our military parades or ceremonies and it requires balance and good carriage.
8. The lengths of pace and the rates of march are as follows:
 - a. *Lengths of Pace.* The length of pace is measured from heel to heel, or toe to toe:
 - (1) slow time – 75 cm;
 - (2) stepping out – 85 cm; and
 - (3) stepping short – 50 cm.

-
- b. *Rates.* The rate of pace per minute for slow time is 70 paces, distance covered is 52.5 m.

Marching in Slow Time and Halt

9. **‘SLOW – MARCH’.** On the command ‘SLOW – MARCH’, the left foot is forced forward 40 cm with the toe turned out very slightly and pointed towards the ground but just clear of it. The soldier’s head and eyes looking directly to the front at their own height, with arms steady by the side, elbows tucked in against the body and shoulders steady and square to the front (the upper part of the body is held erect) and the weight of the body on the rear foot.
10. The pace is completed by gliding the leading foot forward a further 35 cm. In this movement, the ball of the foot makes contact with the ground first. The weight of the body is transferred onto the leading foot and the rear foot is forced forward in a natural line before beginning the next pace.
11. **‘HALT’.** The command ‘HALT’ is given as the left foot comes to the ground. The right knee is forced to the knee raised position (see [Figure 4–1](#)) and then the leg straightened, as for the position of ATTENTION.



Figure 4–1: Knee Raised Position

Change Step in Slow Time

12. **'CHANGE – STEP'**. The command is given on consecutive feet ('CHANGE' given on the left foot and 'STEP' is given as the right foot comes to the ground).
13. On the command by catchwords, 'CHANGE STEP – CHECK', a pace is completed with the left foot.
14. On the command by catchwords, 'CHANGE STEP – AWAY', the right foot is brought forward and placed flat on the ground with the instep against the heel of the left foot. The weight is immediately transferred to the right leg, as the left foot is forced forward 40 cm and balance gained.
15. The left foot completes the remaining 35 cm of the pace and the squad continues to march in slow time.

Marching in Line in Slow Time

16. The method for practising marching in line is to:
 - a. select an object and march towards it to keep a straight line of advance,
 - b. glance out of the corner of the eyes to the left and right to maintain correct spacing and dressing,
 - c. regain dressing gradually by lengthening or shortening pace, and
 - d. step off and halt with a full pace so that the dressing is not lost.

Notes for Instructors

17. Before teaching the lesson, the instructor must revise the use of the cautionary words of command for fronts and flanks, as detailed in [Annex D to Chapter 2](#). During practice, the length of pace and distance between the ranks must be checked frequently. Overstepping is a common cause of poor marching. Instructors must constantly be alert for this and if required use a pace stick or the pace ladder.

18. On giving the command 'SLOW – MARCH', instructors call the step for at least the first five paces to regulate the timing and maintain the correct cadance.
19. The executive word of command '– WHEEL', should be drawn out over two paces in slow time.

Common Faults

20. The following are the common faults identified for this lesson:
 - a. incorrect dressing such as not covering off;
 - b. looking down;
 - c. inconsistent length of pace;
 - d. not locking the arms in against the body;
 - e. not landing on the ball of the foot;
 - f. incorrect cadence;
 - g. incorrect posture (overbalancing/leaning forward); and
 - h. pausing in mid stride.

LESSON CONCLUSION

21. **End of Lesson Sequence.** The end of lesson sequence is to include:
 - a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX B TO CHAPTER 4

LESSON 2 – MARK TIME FROM THE HALT, FORWARD, MARK TIME FROM THE SLOW MARCH, CHANGE STEP WHILE MARKING TIME IN SLOW TIME

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching in Line in Slow Time, Halt and Change Step.
6. **Approach.**

LESSON BODY

Slow Mark Time from the Halt

7. **‘SLOW MARK – TIME’.** On the command by catchwords, ‘SLOW MARK TIME – UPSTOP’, the left knee is raised to the knee raised position (top of the thigh is parallel with the ground with the lower leg perpendicular and the foot at a natural angle). At this point, a pause is taken (the catchword UPSTOP is used).
8. On the command by catchwords, ‘SLOW MARK TIME – TWOSTOP’, the left leg is straightened to resume the position of ATTENTION and, as the foot comes to the ground,

the right knee is forced to the knee raised position (see [Figure 4–2](#)). The body is kept erect with the shoulders square to the front and the arms steady by the sides. These movements continue until ordered to 'HALT' or the command 'FOR-WARD' is given. The cadance is called by the instructor using the catchwords 'UPSTOP, TWOSTOP, THREESTOP, FOUR'. Thereafter 'LEFT, RIGHT, LEFT' are used.



Figure 4–2: Knee Raised Position

9. **'HALT'**. The command 'HALT' is given as the left foot comes to the ground. The pace is completed with the right foot and the position of ATTENTION is adopted.

Mark Time from the Slow March

10. **'MARK – TIME'**. The command 'MARK – TIME' is given as the left foot comes to the ground. The pace is completed with the right foot and mark time is begun with the left foot.
11. **'FOR – WARD'**. The command is given as the right knee is fully raised. On the command by catchwords, 'FORWARD – DOWN', the pace is completed with the right foot and the left foot is immediately forced forward 40 cm.

12. On the command by catchwords, 'FORWARD – AWAY', the remaining 35 cm of the pace is completed with the left foot.

Change Step while Marking Time in Slow Time

13. '**CHANGE – STEP**'. The cautionary 'CHANGE' is given as the left foot strikes the ground. The executive word 'STEP' is given as the right foot strikes the ground. Two consecutive paces are taken with the left foot after which the normal mark time will be resumed (the right foot is thrust forward 40 cm, as the weight is transferred forward, the right foot completes the remaining 35 cm of the pace).

Notes for Instructors

14. The following is to be considered by the instructor when presenting this lesson:
- a. Before teaching the lesson, the instructor must revise the use of the cautionary words of command for fronts and flanks, as detailed in [Annex D to Chapter 2](#). During practice, the length of pace and distance between the ranks must be checked frequently. Overstepping is a common cause of poor marching. Instructors must constantly be alert for this and when required use a pace stick or the pace ladder.
 - b. When marking time, instruction is best delivered, using catchwords and calling the time. On giving the command 'SLOW – MARCH', instructors call the step for at least the first five paces to regulate the timing and maintain the correct cadance.
 - c. When judging the time, the instructor will commence to call the time 'LEFT, RIGHT, LEFT'.
 - d. The command 'MARK – TIME' and 'FOR – WARD' are given with long cautionary words of command (two paces are recommended).

Common Faults

15. The following are the common faults identified for this lesson:
- a. incorrect dressing such as not covering off;
 - b. looking down;
 - c. inconsistent length of pace when stepping off;
 - d. not locking the arms in by the body;
 - e. not landing on the ball of the foot as the pace is completed;
 - f. incorrect cadence/not pausing in the knee raise position²; and
 - g. posture (overbalancing).

LESSON CONCLUSION

16. **End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

-
2. Foot is 30 cm above the ground. Thigh is parallel with the ground with the lower leg perpendicular and the foot directly under the knee, pointed down naturally and to the front.
-

ANNEX C TO CHAPTER 4

LESSON 3 – TURNS AND DIAGONAL MARCHING IN SLOW TIME

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching in Line in Slow Time, Halt and Change Step.
6. **Approach.**

LESSON BODY

Turns and Diagonal Marching in Slow Time

7. Throughout all turns on the march, the correct position of marching must be maintained and the turn must be made squarely to the new direction. Covering, dressing, distance and interval must be corrected by each member of the squad immediately after turning.

Turns and Diagonal Marching in Slow Time – Left Turn

8. **‘LEFT – TURN’.** The command for left turn is given as the right foot strikes the ground.
9. On the command by catchwords, ‘LEFT TURN – UPSTOP’, the pace with the left foot is completed and the right knee is raised to the knee raised position so that the thigh is horizontal and the

lower leg perpendicular with the foot directly under the knee, pointed down naturally and to the front (see [Figure 4–3](#)).



Figure 4–3: Left Turn Upstop

10. On the command by catchwords, 'LEFT TURN – DOWN', the body is turned to the left through 1600 mils, the right foot is placed on the ground with the instep immediately in front of the left toe and, at the same time, the body weight is transferred to the right leg and the left foot is forced forward 40 cm to the left foot front position.
11. On the command by catchwords, 'LEFT TURN – AWAY', the remaining 35 cm of the pace is completed with the left foot and the squad continues marching in the new direction.

Turns and Diagonal Marching in Slow Time – Right Turn

12. The right turn is made in a similar manner, using the opposite foot in each movement.

Turns and Diagonal Marching in Slow Time – Inclines

13. 'LEFT (RIGHT) IN – CLINE'. Inclines are performed in a similar manner to turns, except that the body is only turned through 800 mils in the required direction.

Turns and Diagonal Marching in Slow Time – About Turn

14. **‘ABOUT TURN’.** The command for about turn is given as the left foot strikes the ground.
15. On the command by catchwords, ‘ABOUT TURN – UPSTOP’, the pace is completed with the right foot. The left leg is raised to the knee raised position.
16. On the command by catchwords, ‘ABOUT TURN – TWOSTOP’, the body is turned through 1600 mils to the right and the left foot is placed down, with the instep in front of the toe of the right boot and the body weight is transferred to the left leg. The right knee is immediately raised to the knee raised position.
17. On the command by catchwords, ‘ABOUT TURN – THREESTOP’, the body is turned through a further 1600 mils and the right foot is placed down, with the heel alongside the left heel and the toe pointed in the new direction and the body weight is transferred to the right leg. The left knee is immediately raised to the knee raised position.
18. On the command by catchwords, ‘ABOUT TURN – DOWN’, the left foot is placed down alongside the right, the body weight transferred to the left leg and immediately the right foot is forced 40 cm forward to the right foot front position.
19. On the command by catchwords, ‘ABOUT TURN – AWAY’, the remaining 35 cm of the pace is completed with the right foot and the squad continues marching in the new direction.

Notes for Instructors

20. The starting positions for teaching turns in slow time are:
 - a. Left Turn/Left Incline – left foot front (with the foot clear of the ground and toe pointed); and
 - b. Right Turn, Right Incline and About Turn – right foot front (with the foot clear of the ground and toe pointed).
21. Turns on the march in slow time are best taught using catchwords.

-
- 22.** The instructor should ensure that the correct rate of marching is maintained during the practice of the about turn by calling 'UPSTOP, TWOSTOP, THREESTOP, DOWN', 'AWAY'. 'AWAY' is called as the right foot is forced forward.
- 23.** When all the turns have been taught and practised, the instructor explains to the squad the use of the cautionary words of command for turns. These should be related to the position of the marker and the two basic formations of line and threes. The cautionary words of command are:
- a. when turning into line:
 - (1) 'SQUAD WILL ADVANCE', and
 - (2) 'SQUAD WILL RETIRE';
 - b. to indicate the direction in which the squad will turn when advancing, 'SQUAD MOVE TO THE RIGHT (LEFT) IN THREES – '; and
 - c. when retiring, 'SQUAD MOVE TO YOUR RIGHT (LEFT) IN THREES – '.
- 24.** The cautionary words of command for left or right inclines on the march is, 'DIAGONAL MARCH...'.

Common Faults

- 25.** The following are the common faults identified for this lesson:
- a. incorrect dressing – not covering off;
 - b. looking down;
 - c. inconsistent length of pace when stepping off (overstepping or stepping over logs);
 - d. not locking the arms in by the body;
 - e. not landing on the ball of the foot as the pace is completed;
 - f. incorrect cadence/not pausing in the knee raise position;
 - g. incorrect knee raise position; and

- h. posture (overbalancing).

LESSON CONCLUSION

26. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX D TO CHAPTER 4

LESSON 4 – OPEN AND CLOSE ORDER MARCH WHILE MARCHING IN SLOW TIME

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching in Line in Slow Time, Halt and Change Step.
6. **Approach.**

LESSON BODY

Open and Close Order in Slow Time – Open Order (Three Ranks)

7. **‘OPEN – ORDER’.** The command ‘OPEN – ORDER’ is given when marching in slow time, as the left foot strikes the ground, and the following actions are taken:
 - a. the front rank continues to march,
 - b. the centre rank marks time for two paces and then leads off with the left foot, and
 - c. the rear rank marks time for four paces and then leads off with the left foot.

Open and Close Order in Slow Time – Open Order (Two Ranks)

8. The command 'OPEN – ORDER' is given when marching in slow time, the following actions are taken:
- when the formation is in two ranks, the front rank continues to march; and
 - the rear rank marks time for two paces and then leads off with the left foot.

Open and Close Order in Slow Time – Open Order (Four Ranks)

9. The command 'OPEN – ORDER' is given when marching in slow time, and the following actions are taken:
- when the formation is in four ranks, the front rank continues to march;
 - the second rank marks time for two paces and then leads off with the left foot;
 - the third rank marks time for four paces and then leads off with the left foot; and
 - the fourth rank marks time for six paces and then leads off with the left foot.

Open and Close Order in Slow Time – Close Order (Three Ranks)

10. 'CLOSE – ORDER'. The command 'CLOSE – ORDER' is given in slow time, and the following actions are taken:
- the front rank marks time for four paces and then leads off with the left foot,
 - the centre rank marks time for two paces and then leads off with the left foot, and
 - the rear rank continues to march.

Open and Close Order in Slow Time – Close Order (Two Ranks)

11. The command 'CLOSE – ORDER' is given when marching in slow time, and the following actions are taken:
- when the formation is in two ranks, the front rank marks time for two paces and then leads off with the left foot; and
 - the rear rank continues to march.

Open and Close Order in Slow Time – Close Order (Four Ranks)

12. The command 'CLOSE – ORDER' is given when marching in slow time, and the following actions are taken:
- when the formation is in four ranks, the front rank marks time for six paces and then leads off with the left foot;
 - the second rank marks time for four paces and then leads off with the left foot;
 - the third rank marks time for two paces and then leads off with the left foot; and
 - the fourth rank continues to march.

Break from Slow Time into Quick Time

13. 'BREAK INTO QUICK TIME, QUICK – MARCH'. The word of command 'QUICK' is given as the left foot reaches the ground, and the word of command 'MARCH' is given when the following right foot reaches the ground. The left leg and right arm are swung forward, and the left arm is swung to the rear at the correct rate of the quick march and marching in quick time is commenced. When carried out with a band, the change from slow to quick time may be conducted on either the fifth or the seventh drum beat.

Break from Quick Time to Slow Time

14. The two movements for Slow Time from Quick Time are identical with the first two movements of Change Step. On the march, the change into slow time is completed without pause.

-
15. **'BREAK INTO SLOW TIME, SLOW – MARCH'**. The command is given as the right foot reaches the ground.
 16. On the command by catchwords, **'BREAK INTO SLOW TIME, SLOW MARCH – CHECK'**, the pace is completed with the left foot in quick time. The arms are swung in the normal quick march action.
 17. On the command by catchwords, **'BREAK INTO SLOW TIME, SLOW MARCH – AWAY'**, the right foot is forced forward and the foot is placed on the ground with the instep against the heel of the left foot. Both arms are cut to the sides, the left foot is forced forward 40 cm, with the foot clear of the ground (to the left foot front position), then the remaining 35 cm of the pace is completed and marching in slow time is continued.

Notes for Instructors

18. The following is to be considered by the instructor when presenting this lesson:
 - a. In slow time, the orders **'OPEN – ORDER'** and **'CLOSE – ORDER'** are given so that the executive is heard by the squad as the left foot comes to the ground.
 - b. From the executive word of command, complete the pace with the right foot as all mark time commences with the left knee being raised.

Common Faults

19. The following are the common faults identified for this lesson:
 - a. incorrect dressing – not covering off;
 - b. looking down;
 - c. inconsistent length of pace when stepping off (overstepping or stepping over logs);
 - d. not locking the arms in by the body;
 - e. not landing on the ball of the foot as the pace is completed;
 - f. incorrect cadence/not pausing in the knee raise position;

- g. incorrect knee raise position;
- h. incorrect distance between ranks while marching at both the open and close order formations; and
- i. posture (overbalancing).

LESSON CONCLUSION

20. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX E TO CHAPTER 4

LESSON 5 – CHANGE DIRECTION BY FORMING AT THE HALT AND ON THE MARCH IN SLOW AND QUICK TIME, FORM SQUAD, FORM SINGLE LINE AND REFORM

INSTRUCTOR NOTES

1. **Timings.** Two 40-minute periods.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching in Line, Turns on the March for Slow and Quick Time and Halt, Change Step, Left and Right Turn, and Inclines at the Halt.
6. **Approach.**

LESSON BODY

Forms at the Halt

7. **‘CHANGE DIRECTION RIGHT, AT THE HALT, RIGHT – FORM’.** On the command ‘CHANGE DIRECTION RIGHT, AT THE HALT, RIGHT – FORM’, the right-hand soldier in the front rank turns to his/her right and the other soldiers of the front rank right incline; the remainder of the squad stands fast.
8. **‘SLOW (QUICK) – MARCH’.** On the command ‘SLOW (QUICK) – MARCH’, the right-hand soldier moves forward a

minimum of three paces and halts; the two soldiers in the file behind him/her wheel and halt with him/her, facing the new direction at a distance of one pace from each other. The remaining files march forward, wheel to face the new direction and halt together, in line, dressed on the right file.

9. For a left form, the detail is as in [paragraph 7](#) to [paragraph 8](#) but left is substituted for right.

Forms on the March

10. **‘CHANGE DIRECTION RIGHT, RIGHT – FORM’.** On the command ‘CHANGE DIRECTION RIGHT, RIGHT – FORM’, the right-hand soldier in the front rank executes a right turn and the other soldiers of the front rank execute a right incline. The soldiers in the right-hand file move forward a minimum of three paces (or the nominated odd number of paces) in the new direction and mark time. The remainder of the squad wheels, by files, marches to face the new direction and marks time when the new alignment is reached.
11. **‘FOR – WARD’.** When the squad has taken up the new alignment, the command ‘FOR – WARD’ is given and the soldiers step off on the left foot.

Marching and Forming to the Halt

12. If the cautionary ‘–, AT THE HALT, –’ is given, the soldiers halt by files as they reach the new alignment. For example: ‘CHANGE DIRECTION RIGHT, AT THE HALT, RIGHT – FORM’.
13. For a left form, the detail is as in [paragraph 12](#) but left is substituted for right.

Form Squad from the Halt in Slow Time

14. Form Squad is a movement where a squad, marching in threes or file, changes its formation to that of line, but does not change its direction of march.
15. **‘ON THE LEFT, AT THE HALT, FORM – SQUAD’.** On the command ‘ON THE LEFT, AT THE HALT, FORM – SQUAD’,

all the soldiers in the squad, except the leading soldier of the left file, make a left incline.

16. On the command 'SLOW – MARCH', the leading soldier of the left file marches forward a minimum of three paces and halts. The leading soldiers of the centre and right files follow him/her and halt behind him/her in position, as the right-hand file for a squad in three ranks.
17. The remainder of the squad conforms to the leading soldiers and halts by files of three on the new alignment in three ranks.
18. To Form Squad on the right, the detail is as described in [paragraph 14](#) to [paragraph 18](#) but right is substituted for left.

Form Squad on the March in Slow Time

19. **'ON THE LEFT (RIGHT), FORM – SQUAD'**. On the command 'ON THE LEFT (RIGHT), FORM – SQUAD', the leading soldier of the left (right) file marches a minimum of three paces and then marks time.
20. The remainder of the squad executes an incline in the given direction, marches forward into position in line and marks time.

At the Halt

21. If the cautionary command ' – , AT THE HALT, – ' is given, the soldiers halt by files when they reach their correct alignment. For example: 'ON THE LEFT (RIGHT), AT THE HALT, FORM – SQUAD'

Form Squad on the March in Quick Time

22. Form squad on the march in quick time is the same as in slow time. The word of command is given as for the right or left incline.

Form Single File from Threes when Facing a Flank and Reforming – Forming a Single File from the Halt

23. **'FRONT RANK, QUICK – MARCH'**. On the command 'FRONT RANK, QUICK – MARCH', the front rank soldiers step off in single file in quick time.

-
24. **‘CENTRE RANK, QUICK – MARCH’.** The executive command ‘– MARCH’ is given as the rear of the front rank passes the head of the centre rank. The centre rank soldiers follow on behind the front rank soldiers.
25. **‘REAR RANK, QUICK – MARCH’.** The executive command ‘– MARCH’ is given as the rear of the centre rank passes the head of the rear rank. The rear rank soldiers follow on directly behind the centre rank soldiers.

Form Single File from Threes when Facing a Flank and Reforming – Forming a Single File on the March

26. **‘FORM SINGLE FILE, CENTRE AND REAR RANKS, MARK – TIME’.** On the command ‘FORM SINGLE FILE, CENTRE AND REAR RANKS, MARK – TIME’, the front rank soldiers continue to march. The centre rank and rear rank soldiers mark time and follow on automatically as the rear of the preceding file passes the head of their file.

Form Single File from Threes when Facing a Flank and Reforming – Reforming Three Ranks from the Halt

27. **‘THE SQUAD WILL REFORM THREE RANKS ON THE FRONT RANK, CENTRE AND REAR RANKS, QUICK – MARCH’.** On the command ‘THE SQUAD WILL REFORM THREE RANKS ON THE FRONT RANK, CENTRE AND REAR RANKS, QUICK – MARCH’, the soldiers in the front rank stand fast; the soldiers in the centre and rear ranks, lead onto their correct alignments. For the centre or rear ranks the command ‘HALT’ is given when they are in position.

Form Single File from Threes when Facing a Flank and Reforming – Reforming Three Ranks on the March

28. **‘THE SQUAD WILL REFORM THREE RANKS ON THE FRONT RANK, FRONT RANK – HALT (MARK TIME)’.** On the command ‘THE SQUAD WILL REFORM THREE RANKS ON THE FRONT RANK, FRONT RANK – HALT (MARK TIME)’, the soldiers in the front rank halt (marks time). The soldiers in the centre and rear ranks lead onto their correct alignments.

For the centre or rear ranks the command 'HALT' or 'MARK – TIME', is given when they are in position.

Form Single File from Line and Reform – Form Single File from the Halt

29. **'ADVANCE IN SINGLE FILE FROM THE RIGHT, QUICK – MARCH'**. On the command 'ADVANCE IN SINGLE FILE FROM THE RIGHT, QUICK – MARCH', the soldiers in the right file march forward in quick time, the remainder move forward in quick time in a succession of files from right to left to form single file. The second and subsequent files wheel to cover the right file.

Form Single File from Line and Reform – Form Single File on the March

30. **'ADVANCE IN SINGLE FILE FROM THE RIGHT, REMAINDER, MARK – TIME'**. On the command 'ADVANCE IN SINGLE FILE FROM THE RIGHT, REMAINDER MARK – TIME', the soldiers in the right file lead on; the remainder marks time and step off in succession by files to form single file.

Form Single File from Line and Reform – Reform Three Ranks from the Halt

31. **'THE SQUAD WILL REFORM THREE RANKS, ON THE LEFT, REMAINDER, QUICK – MARCH'**. On the command 'THE SQUAD WILL REFORM THREE RANKS, ON THE LEFT, REMAINDER, QUICK – MARCH', the soldiers in the original right file stand fast, the remainder march to their original positions in line and halt.

Form Single File from Line and Reform – Reform Three Ranks on the March

32. **'THE SQUAD WILL REFORM THREE RANKS, ON THE LEFT, RIGHT FILE, MARK – TIME'**. On the command 'THE SQUAD WILL REFORM THREE RANKS, ON THE LEFT, RIGHT FILE, MARK – TIME', the soldiers in the right file marks time, the remainder march to their original places in line and marks time by files.

33. The squad moves off when the command 'FOR – WARD' is given.
34. If the cautionary command '– , AT THE HALT, – ' is given, the executive command 'HALT' is given for the right file. The remainder march forward by file to the new alignments and the command 'HALT' is given as each file is in place.

Notes for Instructor

35. The following are to be considered by the instructor when presenting this lesson:
- a. To allow this drill to be performed with precision it is recommended that five paces are taken by the guides/markers rather than three paces. This allows time for the covering soldiers to line up in their respective files.
 - b. Form on the march:
 - (1) This movement is used for a change of direction when there are more than five soldiers in line.
 - (2) The movement should be taught from the halt to the halt, by individual files in turn, before the whole squad is practiced.
 - (3) When forming to the right at the halt, on the march, all members of the squad must take an extra pace to enable them to halt in the normal manner (that is, with the right foot).
 - c. Form Squad on the march in slow time. If the squad is unfamiliar with the drill, it is advisable for the leading file to be practiced first and then the remaining files in turn.
 - d. Forming three ranks on the march:
 - (1) 'CENTRE (REAR) RANK – HALT (MARK TIME)' is the order used when the soldiers have reached the desired places for each rank.

- (2) Similar movements can be made in a different sequence of ranks, for example – rear rank first, centre rank, then front rank.

Common Faults

- 36.** The following are common faults identified for this lesson:
- a. as for marching in slow and quick time,
 - b. as for turns in slow and quick time,
 - c. incorrect alignment,
 - d. not maintaining the step, and
 - e. failing to halt by files.

LESSON CONCLUSION

- 37. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

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CHAPTER 5

RIFLE DRILL AT THE HALT – AUSTEYR

- 5.1** This chapter contains Rifle Drill at the Halt (with the Austeyr) and is enclosed in the following lessons as listed in [Table 5–1](#).

Table 5–1: Drill with Arms

<i>Reference</i>	<i>Subject</i>
Lesson 1	Attention, Stand at Ease, Stand Easy, Attention from the Stand at Ease, Salutes at the Halt and on the March with Weapons.
Lesson 2	Present Arms from the Attention, Attention from the Present Arms, Port Arms from the Attention and Attention from the Port Arms.

- 5.2** The basic lessons for Rifle Drill at the Halt are contained in [Annex A](#) and [Annex B](#).

Annexes:

- A. [Lesson 1 – Attention, Stand at Ease, Stand Easy, Attention from the Stand at Ease, Salutes at the Halt and on the March with Weapons](#)
- B. [Lesson 2 – Present Arms from the Attention, Attention from the Present Arms, Port Arms from the Attention and Attention from the Port Arms](#)

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ANNEX A TO CHAPTER 5

LESSON 1 – ATTENTION, STAND AT EASE, STAND EASY, ATTENTION FROM THE STAND AT EASE, SALUTES AT THE HALT AND ON THE MARCH WITH WEAPONS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning for this period.
6. **Approach.**

LESSON BODY

Attaching the Sling to the Rifle

7. The method for attaching the sling to the rifle is as follows:
 - a. thread the buckle onto the sling with a distance of 12 cm between the edge of the buckle and the end of the sling;
 - b. thread the sling through the front sling swivel, back up through the buckle from the bottom, with the leading end towards the swivel and completely enclosed within the outer loop;

-
- c. place the sling on the other end of the weapon and adjust to fit. Cut the excess strap off and seal the cut edge by burning it to stop fraying;
 - d. fit the remaining end, as per [paragraph 7b](#); and
 - e. once the sling is fitted, pull both ends of the sling down close to the swivel. Ensure that no loose ends are exposed to avoid any problems with sharp edges or loose ends catching on the uniform. [Figure 5–1](#) and [Figure 5–2](#) show the method for fixing a sling.



Figure 5–1: Method for Fixing the Ceremonial Sling to the F88 Austeyr
– Rear



Figure 5–2: Method for Fixing the Ceremonial Sling to the F88 Austeyr
– Front

Attention

8. **‘ATTEN – TION’.** On the command ‘ATTEN – TION’, the soldier looks their own height to the front, body is held erect, arms beside the body, heels together with the feet at an angle of 530 mils and the rifle is held at the fullest extent of the right arm with the muzzle pointing towards the ground. The front handgrip is grasped by the right hand with the back of the hand to the right and the thumb in line with the seam of the trouser leg (see [Figure 5–3](#)).



Figure 5–3: Attention with the Austeyr

Stand at Ease from Attention

9. **‘STAND AT – EASE’**. On the command ‘STAND AT – EASE’, the left foot is raised 15 cm (knee bent position), carried 30 cm to the left and placed firmly on the ground. The rifle and arms are kept in the position of ATTENTION (see [Figure 5–4](#)).



Figure 5–4: Stand at Ease

Stand Easy from Stand at Ease

10. **‘STAND – EASY’.** On the command ‘STAND – EASY’, after observing the regulation pause, the body is relaxed. The head or limbs are not to be moved, except as directed by the instructor. The position of STAND EASY can be adopted from the STAND AT EASE position.

Stand at Ease from Stand Easy

11. **‘SQUAD’ or ‘PLATOON’.** On the command ‘SQUAD’ or ‘PLATOON’, the body is braced to resume the position of STAND AT EASE.

Attention from the Stand at Ease

12. **‘ATTEN – TION’.** On the command ‘ATTEN – TION’, the left foot is raised 15 cm (knee bent position) and brought into the position of ATTENTION. The rifle and arms must be kept steady.

Salutes at the Halt (Butt Salute) and Salute to the Front

13. **‘SALUTE TO THE FRONT – SALUTE’.** On the command by catchwords, ‘SALUTE TO THE FRONT SALUTE – UP’, the left hand is forced across the body with the forearm parallel to the ground. The elbow is kept close to the body, with the fingers and thumb together and extended and the back of the hand to the front (see [Figure 5–5](#)).



Figure 5–5: The Butt Salute

14. On the command by catchwords, ‘SALUTE TO THE FRONT SALUTE – DOWN’, the left hand is cut away to the side.

Salute to the Flanks at the Halt and on the March (with Weapons)

15. Salute to the flanks at the halt is as for salute to the front except the head and eyes are turned in the direction that the salute is to be given (see [Figure 5–6](#) and [Figure 5–7](#)).



Figure 5–6: The Butt Salute (to the Left)



Figure 5–7: The Butt Salute (to the Right)

16. The salute to the flank on the march is conducted by turning the head and eyes to the flank to which the salute is to be given. At the same time the left hand is forced across the body with the forearm parallel to the ground.

17. The salute is maintained over five paces, as previously taught without arms; the head and eyes are turned to the front and the left hand is cut to the side and the arm swing is recommenced.

Notes for Instructor

18. The following is to be considered by the instructor when presenting this lesson:
- a. The rifle drill is performed with the rifle slung across the left shoulder so the rifle is carried on the right side of the body, muzzle pointing downwards. The front handgrip is extended.
 - b. The rear sling swivel should be on the right side of the butt of the rifle to lessen the chance of the sling twisting. Slings are to be individually adjusted by each soldier to suit his/her build.
 - c. When marching in quick time the right hand remains on the front handgrip while the left arm is swung. When marching in slow time the right hand remains on the front handgrip and the left arm is steady by the side.
 - d. The salute with the rifle is carried out at the ATTENTION position.
 - e. The action of the left hand is the same, whether the salute is to the front or the flank.
 - f. When the salute is to a flank on the march, the head and eyes are turned towards the flank at the same time as the hand is moved.
 - g. The salute is maintained as previously taught for saluting without arms.
 - h. This drill is best taught using catchwords.

Common Faults

19. The following are the common faults identified for this lesson:
- a. poor posture/body movement;
 - b. bending from the waist;

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- c. incorrect foot, arm and hand movements/positions (correct foot and arm position, height of foot in coming to the ATTENTION position, avoid cow kicking and ensure the arms are by the side of the body and do not bend with knee action);
- d. incorrect angle of the feet; and
- e. the left forearm is not parallel to the ground while saluting.

LESSON CONCLUSION

20. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX B TO CHAPTER 5

LESSON 2 – PRESENT ARMS FROM THE ATTENTION, ATTENTION FROM THE PRESENT ARMS, PORT ARMS FROM THE ATTENTION AND ATTENTION FROM THE PORT ARMS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Attention, Stand at Ease, Stand Easy, Attention from Stand at Ease, Salutes at the Halt.
6. **Approach.**

LESSON BODY

Present Arms from the Attention

7. **‘PRESENT – ARMS’.** On the command by numbers, ‘PRESENT ARMS – ONE’, the rifle is brought up into a vertical position at the right side of the body by bending the right elbow and forcing the forearm up so that the front handgrip is in line with the right shoulder (see [Figure 5–8](#)).



Figure 5–8: Present Arms – One

8. On the command by numbers, 'PRESENT ARMS – TWO', the right foot is raised 15 cm and placed firmly on the ground with the instep touching the heel of the left foot and forming an angle of 530 mils (Figure 5–9). On the downward movement of the right foot, the left forearm is forced across the front of the body, with the elbow kept close to the body and the forearm horizontal to the ground. The left hand is placed on the base of the pistol grip, with the fingers extended and together, and the thumb on top of the forefinger touching the left edge of the pistol grip (Figure 5–10).



Figure 5–9: Attention from the Present Arms – One (View of Feet)

Attention from the Present

9. **‘ATTEN – TION’.** On the command by numbers, ‘ATTENTION – ONE’, the left arm is cut away to the position of ATTENTION and, at the same time, the rifle is forced down the right side of the body by lowering the right hand to its fullest extent. The feet remain in the PRESENT ARMS position (see [Figure 5–10](#)).



Figure 5–10: Present Arms – Two

10. On the command by numbers, 'ATTENTION – TWO', the right foot is raised 15 cm and placed firmly into the position of ATTENTION.

Port Arms from the Attention

11. '**PORT – ARMS**'. On the command by numbers, 'PORT ARMS – ONE', the right hand is removed from the front handgrip by moving the elbow to the rear and grasping the pistol grip, with the fingers and thumb curled around the grip and the forefinger extended outside the trigger guard (see [Figure 5–11](#)).



Figure 5–11: Port Arms – One

12. On the command by numbers, 'PORT ARMS – TWO', the left knee is bent and the foot placed firmly on the ground 40 cm directly to the front, with the body balanced evenly on both feet. At the same time, the rifle muzzle is forced upward with the right hand until the rifle is held in front of the right shoulder at an angle of 800 mils to the ground, and the butt is pressed firmly between the body and right forearm. As the rifle is forced to this position, the front handgrip is grasped with the left hand. The back of the hand is to be kept to the left and the elbow close to the body (see [Figure 5–12](#)). The right hand remains on the pistol grip with the forefinger extended outside the trigger guard.



Figure 5–12: Port Arms – Two

Attention from the Port Arms

13. **‘ATTEN – TION’**. On the command by numbers, ‘ATTENTION – ONE’, the left hand is cut back to the ATTENTION position and, at the same time, the rifle muzzle is lowered to the right side of the body (see [Figure 5–13](#)).



Figure 5–13: Attention from the Port Arms – One

14. On the command by numbers, 'ATTENTION – TWO', the left foot is raised and placed firmly down beside the right. On the downward movement of the left foot, the grip of the right hand on the front handgrip is resumed, as for the ATTENTION position.

Notes for Instructors

15. The following is to be considered by the instructor when presenting this lesson:
- a. Safety precautions should have been conducted when drawing the weapons and prior to arrival at the lesson. Safety precautions are also required to be conducted before weapons are returned to storage. The OIC is responsible.
 - b. This drill is best taught using numbers.
 - c. Slings must be fitted to all weapons.
 - d. The sling fitting should be conducted on the side of the parade ground in an informal format using 'LIKE THIS –

DO THAT', with soldiers close to the instructor to ensure understanding.

- e. The instructor should include individual practise of the movement using 'INDIVIDUAL PRACTISE OF THAT MOVEMENT – GO ON', in order to correct the more intricate position of the hands and feet.

Common Faults

- 16.** The following are the common faults identified for this lesson:
- a. incorrect position of the feet;
 - b. incorrect arm movements/position of the arm/elbow;
 - c. looking down;
 - d. excessive body movement;
 - e. incorrect position of the weapon; and
 - f. as for Attention and Stand at Ease with Arms.

LESSON CONCLUSION

- 17. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

CHAPTER 6

RIFLE DRILL FOR CEREMONIAL OCCASIONS – AUSTEYR

- 6.1** This chapter contains Rifle Drill (Austeyr) for use on ceremonial occasions such as funerals, Feu De Joie, Vigils or Cataflaque Parties. This drill is enclosed in the following lessons as listed in [Table 6–1](#).

Table 6–1: Rifle Drill for Ceremonial Occasions

<i>Reference</i>	<i>Subject</i>
Lesson 1	Rest on Arms from the Attention and Attention from the Rest on Arms.
Lesson 2	Firing Volleys.

- 6.2** The basic lessons for Rifle Drill for use on ceremonial occasions are contained in [Annex A](#) and [Annex B](#).

Annexes:

- A. [Lesson 1 – Rest on Arms from the Attention and Attention from the Rest on Arms](#)
- B. [Lesson 2 – Firing Volleys](#)

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ANNEX A TO CHAPTER 6

LESSON 1 – REST ON ARMS FROM THE ATTENTION AND ATTENTION FROM THE REST ON ARMS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Attention, Stand at Ease, Present Arms from Attention, Attention from the Present.
6. **Approach.**

LESSON BODY

Introduction

7. The following Austeyr rifle drills are performed at military funerals and on some ceremonial occasions. Army office instructions for ceremonial activities may vary in their application from time to time.

Rest on Arms from the Attention

8. **'REST ON – ARMS'.** On the command by numbers, 'REST ON ARMS – ONE', the first movement of PRESENT ARMS is carried out (see [Figure 6-1](#)).



Figure 6–1: Rest on Arms – One

9. On the command by numbers, 'REST ON ARMS – TWO', to the cadance of eight beats in slow time, the rifle is lowered by forcing it across and down the front of the body with the right hand (see [Figure 6–2](#)). The soldiers should use the numbers, 'ONE', 'TWO', 'THREE', 'FOUR', 'FIVE', 'SIX', 'SEVEN', 'EIGHT', to assist in maintaining the cadance.



Figure 6–2: Rest on Arms – Two

10. On the command by numbers, 'REST ON ARMS – THREE', the left hand is placed on the rifle over the optic sight. The fingers and thumb are kept together and extended and the back of the hand faces the front (see [Figure 6–3](#)). The left elbow is kept up/out from the body.



Figure 6–3: Rest on Arms – Three

11. On the command by numbers, 'REST ON ARMS – FOUR', the right hand is placed on top of the left. The fingers and thumb are kept together and extended, and the back of the hand faces the front (see [Figure 6–4](#)). The right elbow is kept up/out from the body.



Figure 6–4: Rest on Arms – Four

12. On the command by numbers, 'REST ON ARMS – FIVE', the head is lowered to the count of four beats in slow time until looking at the ground 2 m to the front. At the same time, the elbows are moved close to the body (see [Figure 6–5](#)).



Figure 6–5: Rest on Arms – Five

Attention from Rest on Arms

13. **‘ATTEN – TION’**. On the command by numbers, ‘ATTENTION – ONE’, the head is raised smartly and, at the same time, the front handgrip is grasped with the right hand and the left elbow is raised out from the body (see [Figure 6–6](#)).



Figure 6–6: Attention from the Rest on Arms – One

14. On the command by numbers, 'ATTENTION – TWO', the rifle is forced to the right side of the body and, at the same time, the left arm is straightened and the hand is clenched and cut away to the side (to the ATTENTION position).

Notes for Instructors

15. The following is to be considered by the instructor when presenting this lesson:
 - a. Safety precautions should have been conducted when drawing the weapons and prior to arrival at the lesson. Safety precautions are also required to be conducted before weapons are returned to storage. The OIC is responsible.
 - b. This drill is best taught using numbers.
 - c. As a suggestion the soldiers could use the numbers, 'one thousand', 'two thousand', and so on, to count the eight beats in slow time, to achieve the correct cadence.

- d. The instructor should include individual practice of the movement, 'INDIVIDUAL PRACTICE OF THAT MOVEMENT – GO ON', in order to correct the more intricate position of the hands and head.

Common Faults

- 16.** The following are the common faults identified for this lesson:
- a. incorrect position of the feet;
 - b. incorrect arm movements/position of the arms;
 - c. excessive body movement;
 - d. incorrect position of the weapon;
 - e. incorrect cadance when lowering the weapon across the body;
 - f. not looking 2 m ahead when the head is bowed;
 - g. not raising the left elbow on the first movement of Attention; and
 - h. not lifting the head on the first movement of Attention from the Rest on Arms.

LESSON CONCLUSION

- 17. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX B TO CHAPTER 6

LESSON 2 – FIRING VOLLEYS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Port Arms from the Attention and Attention from the Port Arms.
6. **Approach.**

LESSON BODY

Firing Volleys

7. The procedure for firing volleys is commenced from the ATTENTION position.
8. **‘VOLLEYS WITH BLANK CARTRIDGES – LOAD’.** On the command by numbers, ‘VOLLEYS WITH BLANK CARTRIDGES LOAD – ONE’, the first movement of the PORT ARMS is carried out (see [Figure 6–7](#)).



Figure 6–7: Volleys with Blank Cartridges Load – One

9. On the command by numbers, 'VOLLEYS WITH BLANK CARTRIDGES LOAD – TWO', the second movement of the PORT ARMS is carried out (see [Figure 6–8](#)).



Figure 6–8: Volleys with Blank Cartridges Load – Two

10. On the command by catchwords, 'VOLLEYS WITH BLANK CARTRIDGES LOAD – HANDLE', the left hand is removed from the front handgrip to the cocking handle which is grasped with an overhand grasp, with the forefinger wrapped over the top and in front of the cocking handle and the thumb across the finger nails. The back of the hand is facing up (see [Figure 6–9](#)).



Figure 6–9: Volleys with Blank Cartridges Load – Handle

11. On the command by catchwords, 'VOLLEYS WITH BLANK CARTRIDGES LOAD – COCK', the rifle is cocked and the cocking handle is engaged into the hold open recess. The hand is kept on the cocking handle (see [Figure 6–10](#)).



Figure 6–10: Volleys with Blank Cartridges Load – Cock

12. On the command by catchwords, 'VOLLEYS WITH BLANK CARTRIDGES LOAD – RELEASE', the cocking handle is released by flicking it with the thumb. The left hand is kept beside the hold open recess (see [Figure 6–11](#)).



Figure 6–11: Volleys with Blank Cartridges Load – Release

-
13. On the command by catchwords, 'VOLLEYS WITH BLANK CARTRIDGES LOAD – GRIP', the left hand is returned to the front handgrip (see [Figure 6–12](#)).



Figure 6–12: Volleys with Blank Cartridges Load – Grip

14. **'PRESENT'**. On the command, 'PRESENT', the rifle is raised and the butt plate is placed in the shoulder (the rifle remains at an angle of 800 mils). At the same time, the safety catch is placed to the firing position by the right forefinger knuckle. The finger is kept outside the trigger guard. The head is kept steady with the soldier looking at their own height to the front. No attempt should be made to aim the weapon (see [Figure 6–13](#)).



Figure 6–13: Present

15. **'FIRE'**. On the command 'FIRE', the trigger is pressed and the forefinger is removed from the trigger and placed outside the trigger guard.
16. **'RELOAD'**. On the command by numbers, 'RELOAD – ONE', the rifle is brought down to the PORT ARMS position. The safety catch is left in the firing position.
17. On the command by catchwords, 'RELOAD – HANDLE', as previously taught.
18. On the command by catchwords, 'RELOAD – COCK', as previously taught.
19. On the command by catchwords, 'RELOAD – RELEASE', as previously taught.
20. On the command 'RELOAD – GRIP', as previously taught.
21. Two more volleys are fired using the same procedure as outlined in [paragraph 15](#) to [paragraph 20](#)
22. **'STOP'**. On the command 'STOP', the forefinger is placed outside the trigger guard immediately after the last round is

fired and the rifle is brought down to the Port Arms position; at the same time, the safety catch is applied with the right thumb.

23. **‘ATTEN – TION’.** On the command, ‘ATTEN – TION’, the movements of Attention from the Port Arms are carried out as previously taught.

Notes for Instructors

24. This caution is to be considered by the instructor when presenting this lesson.

CAUTION

Safety precautions are to be conducted prior to the commencement of, and at the conclusion of, the lesson or ceremony. Safety precautions are also required to be conducted before weapons are returned to storage. The OIC is responsible. Instructors, officers, WO and NCO commanding guards and firing parties are responsible for all aspects of safety concerning the firing of volleys. Particular care is to be taken to ensure that only blank rounds are issued to the firing party. Any malfunctions should be disregarded during the ceremony and are to be corrected later. Prior to firing volleys with blank cartridges, the single shot lockout button must be engaged on the trigger. Hearing protection must be worn when firing volleys with ammunition. Hearing protection is to conform to current safety instructions. Blank firing safety distances and noise hazard criteria, in current safety manuals, are to be adhered to at all times. At the conclusion of firing blank cartridges, it is important that all expended cartridges are collected to ensure they do not fall into the possession of the public.

- 25.** General points to consider are as follows:
- a. Volleys with blank cartridges is best taught using a combination of numbers and catchwords.
 - b. When the rifle is held in the Present position, the rear of the optic sight is to be no higher than level with the right eye to avoid interference with the slouch hat.
 - c. The height to which the rifle is raised will be governed by the physique of the individual.

Common Faults

- 26.** The following are the common faults identified for this lesson:
- a. as for Attention with Arms;
 - b. as for Port Arms;
 - c. incorrect arm movements/position of the arm;
 - d. incorrect weapon angle at the Present position;
 - e. movement of the head at the Present position;
 - f. incorrect angle/position of the weapon;
 - g. excessive body movement; and
 - h. incorrect timing.

LESSON CONCLUSION

- 27. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and

g. dismissal.

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CHAPTER 7

DRILL WITH A SWORD

7.1 This chapter contains Drill with a Sword and is contained in the following lessons listed in [Table 7-1](#).

Table 7-1: Drill with a Sword

<i>Reference</i>	<i>Subject</i>
Lesson 1	Types of Swords, Description of the Parts of the Sword, Attention, Stand at Ease, Stand Easy with Sword in Scabbard, Marching with the Sword in Scabbard, Draw Swords, Slope Swords and Return Swords.
Lesson 2	Attention, Stand at Ease, Stand Easy, Attention from Stand at Ease with Sword Drawn, Marching with the Sword Drawn, Saluting at the Halt with Sword Drawn, Right Dress with Sword Drawn.
Lesson 3	Saluting on the March in Slow and Quick Time.
Lesson 4	Draw and Return Swords – Using Slung Equipment.
Lesson 5	Reverse from the Carry, Carry from the Reverse, Change Arms at the Reverse, Marching at the Reverse in Slow and Quick Time, Halt and Fall Out at the Reverse.
Lesson 6	Rest on Arms from the Reverse Arms, Attention from the Rest on Arms, Rest on Arms from the Carry and Reverse Arms from the Rest on Arms – Officers on Parade with Armed Troops.

<i>Reference</i>	<i>Subject</i>
Lesson 7	Rest on Arms from the Reverse Arms, Attention from the Rest on Arms, Present Arms from the Rest on Arms, Rest on Arms from the Present Arms and Reverse Arms from the Rest on Arms – Officers on Parade without Armed Troops.

7.2 The basic lessons for Drill with a Sword are contained in [Annex A](#) to [Annex G](#).

Annexes:

- A. Lesson 1 – Types of Swords, Description of the Parts of the Sword, Attention, Stand at Ease, Stand Easy with Sword in Scabbard, Marching with the Sword in Scabbard, Draw Swords, Slope Swords and Return Swords
- B. Lesson 2 – Attention, Stand at Ease, Stand Easy, Attention from Stand at Ease with Sword Drawn, Marching with the Sword Drawn, Saluting at the Halt with Sword Drawn, Right Dress with Sword Drawn
- C. Lesson 3 – Saluting on the March in Slow and Quick Time
- D. Lesson 4 – Draw and Return Swords – Using Slung Equipment
- E. Lesson 5 – Reverse from the Carry, Carry from the Reverse, Change Arms at the Reverse, Marching at the Reverse in Slow and Quick Time, Halt and Fall Out at the Reverse
- F. Lesson 6 – Rest on Arms from the Reverse Arms, Attention from the Rest on Arms, Rest on Arms from the Carry and Reverse Arms from the Rest on Arms – Officers on Parade with Armed Troops
- G. Lesson 7 – Rest on Arms from the Reverse Arms, Attention from the Rest on Arms, Present Arms from the Rest on Arms, Rest on Arms from the Present Arms and Reverse Arms from the Rest on Arms, Officers on Parade without Armed Troops

ANNEX A TO CHAPTER 7

LESSON 1 – TYPES OF SWORDS, DESCRIPTION OF THE PARTS OF THE SWORD, ATTENTION, STAND AT EASE, STAND EASY WITH SWORD IN SCABBARD, MARCHING WITH THE SWORD IN SCABBARD, DRAW SWORDS, SLOPE SWORDS AND RETURN SWORDS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning to this lesson.
6. **Approach.**

LESSON BODY

Description of the Parts of a Sword

7. Swords are carried by officers and WO1. On ceremonial occasions, when soldiers are carrying rifles and officers are carrying swords, all WO1 wear swords. There are four types of

sword authorised for use in the Australian Army. They are as follows:

- a. the Mameluke Sword – worn by general officers (see [Figure 7-1](#));



Figure 7-1: Mameluke Sword

- b. the Cavalry Sabre – worn by members of the Royal Australian Armoured Corps and the AAAvn Corps (see [Figure 7-2](#));



Figure 7-2: Cavalry Sabre

7A-3

-
- c. the Artillery Sword – worn by members of the Royal Regiment of Australian Artillery (see [Figure 7–3](#)); and



Figure 7–3: Artillery Sword

- d. the Infantry Sword – worn by members of the RAInf and all other members and ex-members entitled to wear a sword (see [Figure 7–4](#)).



Figure 7–4: Infantry Sword

8. The current infantry sword is the British Infantry pattern of 1895. The blade has a flat back and an even taper to the cutting edge, so that it is in the form of a wedge. The sword knot, or leather loop, hangs free on the Cavalry and the Artillery sword; the user would slip the strap over their hand and wrap it around their wrist so that they would not drop and lose the sword while in use. The Infantry found the dangling knot inconvenient so it was wrapped around the guard to keep it out of the way.
9. The handles of military swords are covered in sharkskin. The skin was introduced because it is a non-slip material that ensured the user did not lose their grip when both their hands and the weapon became covered in blood.
10. The parts of the sword and the terminology as determined by Wilkinson Sword (see [Figure 7-5](#) and [Figure 7-6](#)) are as follows:
 - a. The hilt, which includes:
 - (1) pommel nut,
 - (2) back piece,
 - (3) grip,
 - (4) buff, and
 - (5) guard.
 - b. The blade and scabbard, which include:
 - (1) shoe,
 - (2) mouth piece,
 - (3) tip,
 - (4) Fuller, and
 - (5) Inscription panel.

THE HILT

- 1. **Pommel Nut.** Secures hilt to blade.
- 2. **Back Piece.** Supporting strap.
- 3. **Grip.** Usually a solid material surrounding the tang and designed to fit the hand.
- 4. **Buff.** Acts as a cushion between the hilt and scabbard.
- 5. **Guard.** Protects the hand in combat.

Figure 7–5: Parts of the Sword Hilt



1. **Shoe.** Protects the end of scabbard from wear.
2. **Mouthpiece.** Reinforced entrance to scabbard.
3. **Tip.**
4. **Fuller.** Groove down blade centre to reduce weight and assist balance.
5. **Inscription Panel.** Gap in blade etching.

Figure 7–6: Parts of the Blade and Scabbard

Sword Drill (Sam Browne Belt) – Attention (Sword in Scabbard)

11. **‘ATTEN – TION’.** On the command ‘ATTEN – TION’, the ATTENTION position, as taught without arms, is adopted and the scabbard held with the left hand. The left arm is bent slightly, with the forearm in the groove at the rear of the guard and the back of the hand to the left. The thumb is kept around the front of the scabbard with the forefinger pointing down and the other fingers curled around the back of the scabbard (see [Figure 7–7](#)).



Figure 7-7: Attention (Sword in Scabbard)

Sword Drill (Sam Browne Belt) – Stand at Ease (Sword in Scabbard)

12. **‘STAND AT – EASE’**. On the command ‘STAND AT – EASE’, the same movements are carried out, as taught without arms.

Sword Drill (Sam Browne Belt) – Stand Easy (Sword in Scabbard)

13. **‘STAND – EASY’**. On the command ‘STAND – EASY’, after observing the regulation pause, the head, body and limbs are relaxed.

Sword Drill (Sam Browne Belt) – Marching (Sword in Scabbard)

14. When marching with the sword in the scabbard, in both slow and quick time, the left hand retains its hold on the scabbard; in quick time, the right arm is swung.

Sword Drill (Sam Browne Belt) – Draw Swords

15. **‘DRAW – SWORDS’**. On the command by numbers, ‘DRAW SWORDS – ONE’, the right hand is forced across the body and the hilt is grasped with the pommel nut between the base of the thumb and the forefinger. The fingers are kept together and pointing down the left-hand side of the grip (see [Figure 7-8](#)).



Figure 7-8: Draw Swords – One

16. On the command by numbers, 'DRAW SWORDS – TWO', the hand is moved so the back of the hand is to the rear and the blade is drawn out 15 cm. The fingers and thumb are to be around the grip and the forearm is to be horizontal and held against the chest (see [Figure 7-9](#)).



Figure 7–9: Draw Swords – Two

17. On the command by numbers, 'DRAW SWORDS – THREE', the sword is drawn sharply forward and upward (allowing the shoe of the scabbard to move slightly to the rear) to the position of the RECOVER ([Figure 7–10](#)). In this position, the blade is vertical, the tip is uppermost, the edge is to the left and the upper part of the hilt is 8 cm from, and in line with, the mouth. The thumb must be placed on the side of the grip, towards the mouth, and pointing upwards towards the guard, with the fingers curled around the grip and the right elbow close to the body. When the tip of the sword leaves the scabbard, the left arm is straightened and the scabbard is returned to the ATTENTION position.

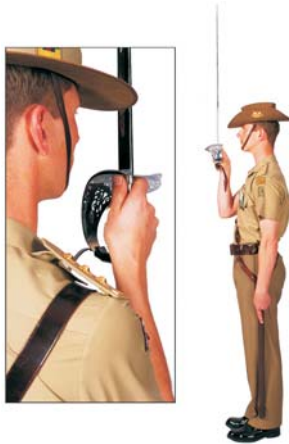


Figure 7-10: Draw Swords – Three

18. On the command by numbers, 'DRAW SWORDS – FOUR', the sword is forced to the CARRY ([Figure 7-11](#)). In this position, the sword is vertical with the tip uppermost and the edge to the front. It rests on the thumb and forefinger of the right hand, with the back piece against the web of the hand. The fingers are kept together and resting lightly along the inside of the guard and the fingers must not protrude from the edge of the guard. No attempt should be made to grasp the grip. The forearm is kept horizontal and to the front, with the elbow close into the side of the body and the upper arm vertical.



Figure 7–11: Draw Swords – Four

Sword Drill (Sam Browne Belt) – Slope Swords from the Attention (Carry Swords Position)

19. **‘SLOPE – SWORDS’**. On the command ‘SLOPE – SWORDS’, from the ATTENTION, the tip of the sword is forced to the rear until the back of the blade rests midway between the neck and the point of the shoulder. The forearm and hand are kept still. The grip with the last three fingers is released and the fourth finger is placed behind the back piece (see [Figure 7–12](#)).



Figure 7-12: Slope Swords from the Attention

Sword Drill (Sam Browne Belt) – Attention (Carry Swords) from the Slope Swords

20. **‘ATTEN – TION’.** On the command ‘ATTEN – TION’, the sword is returned to the CARRY position (see [Figure 7-13](#)).



Figure 7–13: Attention from the Slope Swords

Sword Drill (Sam Browne Belt) – Return Swords from the Attention (Carry Swords)

21. **‘RETURN – SWORDS’.** On the command by numbers, ‘RETURN SWORDS – ONE’, the guard is forced over to the hollow of the left shoulder with the blade vertical and the edge to the left (see [Figure 7–14](#)). The right forearm is kept horizontal, with the elbow in line with the right shoulder and the back of the hand to the front. At the same time, the mouth of the scabbard is gripped with the left hand, and the shoe of the scabbard is forced slightly to the rear with the fingers together and extended to the left and the thumb to the right of the mouth piece of the scabbard (see [Figure 7–15](#)).



Figure 7-14: Return Swords from the Attention – One



Figure 7-15: Return Swords from the Attention – One (Left Hand Position)

-
- 22.** On the command by numbers, 'RETURN SWORDS – TWO', the sword is then turned over and the tip of the sword brought downwards, outside the left shoulder, and placed in the scabbard to the count of eight beats in slow time without any pauses (graceful/fluid movement). With the left forefinger, the blade is guided home until the sword is in the position of the second movement of DRAW SWORDS. The shoulders are kept as square to the front as possible (see [Figure 7–16](#)).



Figure 7–16: Return Swords from the Attention – Two

- 23.** On the command by numbers, 'RETURN SWORDS – THREE', the sword is forced home in the scabbard and, at the same time, the left hand returned to the position of ATTENTION on the scabbard. The right hand is kept on top of the guard with the back of the hand upwards and the fingers and thumb close together in line with the forearm. The forearm is held close to the body (see [Figure 7–17](#)).



Figure 7-17: Return Swords from the Carry – Three

24. On the command by numbers, 'RETURN SWORDS – FOUR', the right hand is cut to the side ([Figure 7-18](#)).



Figure 7-18: Return Swords from the Attention – Four

Notes for Instructors

- 25.** The following is to be considered by the instructor when presenting this lesson:
- a. Description/parts of the sword and types of swords should be completed on the side of the parade ground as an informal presentation.
 - b. Fitting and wearing the equipment takes some time and should be completed, where possible, the day prior.
 - c. This lesson is best taught on an incline at double arms interval.
 - d. Accurate, swift and graceful movements without any pauses are essential to good sword drill.
 - e. The sword and scabbard are to be attached to the belt by the straps of the sword frog, so the scabbard hangs naturally in line with the seam of the trousers on the left side of the body and the shoe of the scabbard is approximately 5 cm from the ground. The guard of the sword is to be to the front and the pommel nut is to be as close as possible to the top of the belt.
 - f. Gloves are to be worn by those carrying swords in Ceremonial Parade dress (Press Order No 2A), when ordered, and by Colour Party ensigns.
 - g. The sword may be carried at the SLOPE when marching from the original place of parade to the place of a ceremonial parade, provided that swords are not at the SLOPE in the immediate vicinity of either parade ground.

Common Faults

- 26.** The following are the common faults identified for this lesson:
- a. incorrect position of the left index finger on the scabbard when at the Attention,
 - b. incorrect position of the right hand and fingers on Draw Swords One,

- c. incorrect position of the right hand and fingers on Draw Swords Two,
- d. incorrect position of the right hand and fingers on Draw Swords Three,
- e. incorrect position of the right hand and fingers on Draw Swords Four,
- f. incorrect position of the left hand on the scabbard on the Return Sword One,
- g. blade not vertical on Return Sword One,
- h. position of the hand at the Recover,
- i. finger behind the back piece at the Slope,
- j. excessive body movement,
- k. incorrect timing on Return Swords Two, and
- l. fingers of the right hand not extended on Return Sword Three.

LESSON CONCLUSION

- 27. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX B TO CHAPTER 7

LESSON 2 – ATTENTION, STAND AT EASE, STAND EASY, ATTENTION FROM STAND AT EASE WITH SWORD DRAWN, MARCHING WITH THE SWORD DRAWN, SALUTING AT THE HALT WITH SWORD DRAWN, RIGHT DRESS WITH SWORD DRAWN

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Attention, Stand at Ease, Stand Easy with Sword in Scabbard, Marching with the Sword in Scabbard, Draw Swords, Slope Swords and Return Swords.
6. **Approach.**

LESSON BODY

Attention (Sword Draw)

7. At the halt, when troops are at the ATTENTION position, the sword is held at the CARRY (see [Figure 7–19](#)). On the march, the sword is usually held at the CARRY.



Figure 7–19: Attention Sword Drawn

Stand at Ease (Sword Drawn)

8. **‘STAND AT – EASE’.** On the command, ‘STAND AT – EASE’, the foot movement of STAND AT EASE is combined with the sword movement of SLOPE SWORDS. The left hand is kept in the position of ATTENTION (see [Figure 7–20](#)).



Figure 7–20: Stand at Ease (Sword Drawn)

Stand Easy (Sword Drawn)

9. **‘STAND – EASY’.** On the command ‘STAND – EASY’, the tip of the sword is lowered to the ground centrally between the feet by turning it away from the body with the edge to the right. As the tip of the sword touches the ground, the palm of the left hand is placed over the back of the right hand with the fingers together as an extension of the forearm to the front, with the thumb wrapped around the right wrist. After observing a regulation pause, the upper body and arms are relaxed (see [Figure 7–21](#)).



Figure 7-21: Stand Easy (Sword Drawn)

Stand at Ease from Stand Easy (Sword Drawn)

10. **‘SQUAD’.** On the command ‘SQUAD’, the position of STAND AT EASE is resumed. The left hand is forced to the side of the body; simultaneously, the right hand changes its position over the pommel nut and grasps the grip with fingers curled. The sword is raised to the STAND AT EASE position with the natural action of the wrist (the tip rising in an arc from the left).

Attention from Stand at Ease (Sword Drawn)

11. **‘ATTEN – TION’.** On the command ‘ATTEN – TION’, the position of ATTENTION is adopted and the sword is brought to the CARRY.

Marching (Sword Drawn)

12. When marching in slow or quick time, the sword is held in the position of the CARRY. In both slow and quick time the left hand retains its grip on the scabbard.

Saluting at the Halt

13. **‘SALUTE TO THE FRONT – SALUTE’.** On the command by numbers, ‘SALUTE TO THE FRONT SALUTE – ONE’, the sword is brought to the RECOVER (see [Figure 7–22](#)).

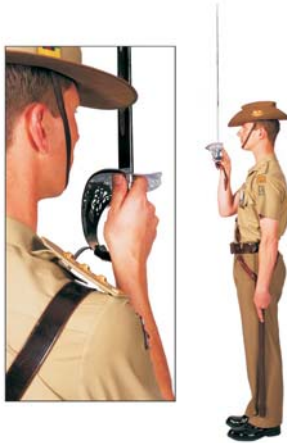


Figure 7–22: Salute to the Front Salute (with the Sword) – One

14. On the command by numbers, ‘SALUTE TO THE FRONT SALUTE – TWO’, the sword is lowered to the full extent of the right arm with the edge to the left and the tip 30 cm from the ground and straight to the front. The right hand is to be just behind the thigh, with the fingers around the grip and the thumb on top and pointing along the grip (see [Figure 7–23](#)).



Figure 7–23: Salute to the Front Salute (with the Sword) – Two

15. On the command by numbers, ‘SALUTE TO THE FRONT SALUTE – THREE’, the position of the RECOVER is resumed.
16. On the command ‘SALUTE TO THE FRONT SALUTE – FOUR’, the position of the CARRY is resumed.

Right Dress (Sword Drawn)

17. **‘RIGHT – DRESS’**. On the command by numbers, ‘RIGHT DRESS – ONE’, the first movement of the about turn is executed, sword remains at the CARRY position.
18. On the command by numbers, ‘RIGHT DRESS – TWO’, after observing the regulation pause, the second movement of the about turn is executed. At the same time, the sword is brought to the RECOVER position and the head and eyes are turned towards the directing flank and dressing, as required or directed, is carried out.
19. **‘EYES – FRONT’**. On the command by numbers, ‘EYES FRONT – ONE’, the first movement of the about turn is executed; simultaneously, the head and eyes are brought to the front. The sword remains at the RECOVER position.

20. On the command by numbers, 'EYES FRONT – TWO', after observing the regulation pause, the second movement of the about turn is executed and, at the same time, the sword is brought to the CARRY position.

Moving On Parade

21. When the command, 'OFFICERS FALL – IN' is given, officers are to come to ATTENTION, draw swords (if not already drawn), salute and then step off and take up their positions on parade.

Moving Off Parade

22. There are three methods that officers may use to leave the parade ground upon being given the command 'OFFICERS, FALL – OUT'. They are as follows:
- a. *Method One.* Sword salute, right turn and march clear of the parade ground.
 - b. *Method Two.* Sword salute, march forward and clear of the parade ground.
 - c. *Method Three.* March forward until five paces from the commander, halt, sword salute, right or left turn and march clear of the parade ground.
23. Once clear of the parade ground officers are to individually return swords.

Notes for Instructor

24. The following are to be considered by the instructor when presenting this lesson:
- a. Officers/soldiers to be left in the CARRY position after revision for commencement of the lesson.
 - b. Saluting at the halt is best taught on an incline.
 - c. Present Arms from the Attention, Attention from the Present Arms. When on parade with troops armed with rifles and 'PRESENT – ARMS' and 'ATTEN – TION' is ordered, officers with swords are to synchronise their

sword drill movements with those of the rifle drill movements.

- d. The actions with the sword for Right Dress also conform to dressing with the drum.

Common Faults

25. The following are the common faults identified for this lesson:

- a. faults as for Attention,
- b. faults as for Stand at Ease,
- c. faults as for Stand Easy with Sword in Scabbard,
- d. faults as for Marching with the Sword in Scabbard,
- e. faults as for Draw Swords,
- f. faults as for Slope Swords,
- g. faults as for Return Swords,
- h. sword not vertical during Marching at the Carry,
- i. the position of the hand at the RECOVER during the salute,
- j. guard is not tucked in behind the leg,
- k. tip not 30 cm from the ground,
- l. finger not behind the back piece on Stand at Ease, and
- m. fingers not extended against and inside the guard.

LESSON CONCLUSION

26. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;

- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX C TO CHAPTER 7

LESSON 3 – SALUTING ON THE MARCH IN SLOW AND QUICK TIME

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Marching with the Sword Drawn and Saluting at the Halt with Sword Drawn.
6. **Approach.**

LESSON BODY

Saluting on the March in Slow Time

7. **‘EYES – RIGHT’.** The command is given as the right foot strikes the ground.
8. On the command by catchwords, ‘EYES RIGHT – OUT’, as the left foot next comes to the ground the right arm is thrust out horizontally to the right at shoulder height and, at the same time, the head and eyes are turned to the right. The sword is held upright with the blade vertical and the edge to the right (see [Figure 7–24](#)).



Figure 7–24: Eyes Right – Out

9. On the command by catchwords, 'EYES RIGHT – AROUND', as the right foot comes to the ground the sword is carried around in a sweeping motion, keeping the arm straight until the sword has traversed 800 mils. The blade is kept vertical, and the hand and elbow are to be level with the shoulder. The elbow is bent to bring the sword to the position of the RECOVER. The elbow is kept level with the shoulder and the thumb remains around the grip. The head and eyes are kept to the right (see [Figure 7–25](#)).



Figure 7–25: Eyes Right – Around

10. On the command by catchwords, 'EYES RIGHT – ACROSS', as the left foot comes to the ground the hilt is brought to the point of the right shoulder. The elbow is kept at shoulder height with the upper arm square to the right, the forearm is horizontal and the hand is in line with the point of the shoulder. The edge of the sword is kept to the left (see [Figure 7–26](#)).



Figure 7–26: Eyes Right – Across

11. On the command by catchwords, 'EYES RIGHT – DOWN', as the right foot comes to the ground the sword is lowered sharply to the position of the SALUTE. At the same time, the hand is moved so the thumb points along the grip towards the blade as previously taught (see [Figure 7–27](#)).



Figure 7-27: Eyes Right – Down

12. **‘EYES – FRONT’**. The command is given as the right foot strikes the ground.
13. On the command by numbers, ‘EYES FRONT – ONE’, as the left foot comes to the ground, the head and eyes are turned to the front and the sword is brought to the position of the RECOVER with the elbow close to the body (see [Figure 7-28](#)).



Figure 7-28: Eyes Front – One

14. On the command by numbers, 'EYES FRONT – TWO', as the left foot next comes to the ground, the sword is brought to the position of the CARRY ([Figure 7-29](#)).



Figure 7-29: Eyes Front – Two

Saluting on the March in Quick Time

15. The sword is held at the CARRY. The head and eyes are turned to the right at the same time as the troops turn their heads and eyes (as previously taught for Eyes Right/Left and Eyes Front).

Notes for Instructor

16. The following are to be considered by the instructor when presenting this lesson:
- a. The movement starts from the CARRY and lasts over four paces to finish on the right foot. There is no pause between the movements, which are carried out as one graceful action. These movements are best taught by using catchwords. The timing is:
 - (1) as the left foot comes to the ground, the right arm shoots out – OUT;
 - (2) as the right foot comes to the ground, the sword is at the RECOVER – AROUND;
 - (3) as the left foot comes to the ground, the sword is at the right shoulder – ACROSS; and
 - (4) as the right foot comes to the ground, the sword is at the SALUTE – DOWN.
 - b. Eyes Front is conducted over three paces. As the left foot comes to the ground the sword is raised to the RECOVER and it is held there for the next right pace. The movement is completed on the next left foot.

Common Faults

17. The following are the common faults identified for this lesson:
- a. actions not carried out as the left foot strikes the ground;
 - b. in 'EYES RIGHT – AROUND' the sword does not come to the position in front of the face;
 - c. the elbow is to remain in line with the shoulder during 'EYES RIGHT – ACROSS';

- d. the position of the handgrip is not adjusted to that of the RECOVER on 'EYES RIGHT – DOWN'; and
- e. the lip of the guard does not remain in line with the mouth while the sword is in the RECOVER position.

LESSON CONCLUSION

- 18. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX D TO CHAPTER 7

LESSON 4 – DRAW AND RETURN SWORDS – USING SLUNG EQUIPMENT

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning to this lesson.
6. **Approach.**

LESSON BODY

7. The sword is slung and hooked to the belt as detailed in *Army Standing Orders for Dress*, Volume 2, 2010. When an officer or WO1 is marching in quick time with the sword in the scabbard, the left arm is swung with the exception of RSM when carrying a pace stick.

Sword Drill (Slung) – Draw Swords

8. **‘DRAW – SWORDS’.** On the command by numbers, ‘DRAW SWORDS – ONE’, the scabbard is seized midway between the rings with the left hand, with the back of the hand to the right (touching the leg), the fingers and thumb around the scabbard pointing to the rear and the web of the hand to the rear (see [Figure 7–30](#)). The scabbard is twisted to the left until the guard is pointing square to the left, with the guard forward and the shoe to the rear. At the same time, the right hand is taken

across the body and the grip is seized, keeping the back of the hand to the rear and the elbow close to the body (see [Figure 7–31](#)).

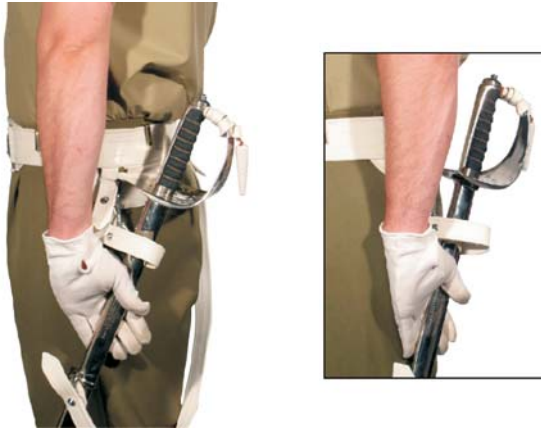


Figure 7–30: Draw Swords (Slung) – One (Left Hand)



Figure 7–31: Draw Swords (Slung) – One

9. On the command by numbers, 'DRAW SWORDS – TWO', the blade is drawn until the top of the hilt is level with the point of the left shoulder (see [Figure 7–32](#)).



Figure 7–32: Draw Swords (Slung) – Two

10. On the command by numbers, 'DRAW SWORDS – THREE', the sword is brought to the RECOVER and the scabbard is released with the left hand ([Figure 7–33](#)). The scabbard will automatically return to the correct hanging position.



Figure 7-33: Draw Swords (Slung) – Three

11. On the command by numbers, 'DRAW SWORDS – FOUR', the sword is brought to the CARRY ([Figure 7-34](#)).



Figure 7-34: Draw Swords (Slung) – Four

Sword Drill (Slung) – Return Swords

12. **‘RETURN – SWORDS’.** On the command by numbers, ‘RETURN SWORDS – ONE’, the mouth of the scabbard is seized with the left hand, fingers together and extended, thumb to the rear, with the back of the hand to the right (touching the leg), and the scabbard twisted anticlockwise to the left, pushing the mouth forward as in the first movement of DRAW SWORDS ([Figure 7–35](#)). The sword is returned to the scabbard as previously taught. The blade is forced home to the first position of DRAW SWORDS, with the top of the hilt level with the left shoulder.



Figure 7–35: Return Swords (Slung) – One

13. On the command by numbers, ‘RETURN SWORDS – TWO’, the sword is forced home in the scabbard and the position of the left hand is maintained. When the blade is fully home, the right hand is transferred to the top of the hilt with the palm downwards, the fingers and thumb should be together and extended in line with the (horizontal) forearm ([Figure 7–36](#)).



Figure 7–36: Return Swords (Slung) – Two

14. On the command by numbers, 'RETURN SWORDS – THREE', the right hand is cut to the side. At the same time, the scabbard is twisted clockwise to the rear by the left hand and the correct position of ATTENTION with the left hand is resumed ([Figure 7–37](#)).



Figure 7–37: Return Swords (Slung) – Three

Notes for Instructors

15. The following are to be considered by the instructor when presenting this lesson:
 - a. The fitting and wearing of the equipment takes some time and should be completed, where possible, the day prior.
 - b. This lesson is best taught on an incline at double arms interval.
 - c. Accurate, swift and graceful movements are essential to good sword drill.

Common Faults

16. The following are the common faults identified for this lesson:
 - a. the scabbard not turned around correctly;
 - b. the left hand in the incorrect position;
 - c. the sword not vertical;
 - d. the forearm not horizontal;

- e. the elbow not kept horizontal;
- f. the sword not lowered down the left arm to the correct timing;
- g. the sword scabbard, when worn as slung equipment, is never held (eg. when marching, turns at halt or ATTENTION position); and
- h. the fingers of the left hand not extended on the 'Return Swords – One'.

LESSON CONCLUSION

- 17. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX E TO CHAPTER 7

LESSON 5 – REVERSE FROM THE CARRY, CARRY FROM THE REVERSE, CHANGE ARMS AT THE REVERSE, MARCHING AT THE REVERSE IN SLOW AND QUICK TIME, HALT AND FALL OUT AT THE REVERSE

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning to this lesson.
6. **Approach.**

LESSON BODY

Sword Drill for Funerals – Reverse from the Carry

7. **‘REVERSE – ARMS’.** On the command ‘REVERSE – ARMS’, the sword is forced under the right armpit, with the edge uppermost, by twisting the wrist and dropping the tip to the left front (anticlockwise), ensuring that the guard is in front of the right shoulder. The fingers of the right hand are kept together and straight on the right of the grip, with the thumb to the left, the back of the hand is to the right and the right elbow is against the side. At the same time, the blade is seized with the left hand behind the back, in line with the waist belt, with the back of the

hand underneath. The blade is squeezed between the thumb and fingers of the left hand with the thumb pointing upwards on the left of the blade, fingers together and pointing upwards on the right of the blade. The sword is at an angle of 800 mils (see [Figure 7–38](#)).



Figure 7–38: Reverse Arms

Sword Drill for Funerals – Carry from the Reverse

8. **‘CARRY – ARMS’.** On the command ‘CARRY – ARMS’, the left arm is cut to the side and the tip of the sword is dropped down the right side by rotating the wrist, the guard is to be kept positioned in front of the right shoulder. Then the sword is rotated clockwise and the right forearm is lowered to the position of the CARRY. The right hand changes position to hold the grip to maintain control of the sword prior to adopting the CARRY position.

Sword Drill for Funerals – Change Arms at the Reverse (Right to Left)

9. **‘CHANGE – ARMS’.** On the command by numbers, ‘CHANGE ARMS – ONE’, the left arm is cut to the side and the tip of the sword is dropped down the right side by rotating the wrist, the

guard is to be kept positioned in front to the right shoulder. Then the sword is rotated clockwise and the right forearm is lowered to the position of the CARRY. The right hand changes position to hold the grip to maintain control of the sword prior to adopting the CARRY position.

10. On the command by numbers, 'CHANGE ARMS – TWO', the sword is passed across the front of the body to be held at the CARRY by the left hand. As the left hand grasps the grip the right hand is cut to the side of the body.
11. On the command by numbers, 'CHANGE ARMS – THREE', the sword is forced under the left armpit, with the edge uppermost, by twisting the wrist and rotating the tip clockwise, ensuring the guard is in front of the left shoulder. The fingers of the left hand are kept together and straight on the left of the grip, with the thumb to the right, the back of the hand to the left and the left elbow against the side. At the same time, the blade is seized with the right hand behind the back, in line with the waist belt, with the back of the hand underneath. The blade is squeezed between the thumb and fingers of the right hand with the thumb pointing upwards on the right of the blade, fingers together and pointing upwards on the left of the blade. The sword is at an angle of 800 mils.

Sword Drill for Funerals – Change Arms at the Reverse (Left to Right)

12. '**CHANGE – ARMS**'. On the command by numbers, 'CHANGE ARMS – ONE', the right arm is cut to the side and the tip of the sword is dropped down the left side by rotating the wrist, the guard is to be kept positioned in front to the left shoulder. Then the sword is rotated anticlockwise and the left forearm is lowered to the position of the CARRY. The left hand changes position to hold the grip to maintain control of the sword prior to adopting the CARRY position.
13. On the command by numbers, 'CHANGE ARMS – TWO', the sword is passed across the front of the body to be held at the CARRY by the right hand. As the right hand grasps the grip the left hand is cut to the side of the body.

-
14. On the command by numbers, 'CHANGE ARMS – THREE', the sword is forced to the REVERSE as previously taught.

Sword Drill for Funerals – Change Arms on the March

15. The command 'CHANGE – ARMS' is given on the left foot and all subsequent movements are carried out on consecutive left feet. In quick time, when the sword is under the left arm, the right arm is swung.

Sword Drill for Funerals – Marching at the Reverse in Slow and Quick Time

16. While marching in slow time the sword is retained in the position of the REVERSE. While marching in quick time the guard is lowered until the sword is horizontal and the scabbard is grasped as for ATTENTION (see [Figure 7–39](#)).



Figure 7–39: Marching at the Reverse in Quick Time

Sword Drill for Funerals – Reverse Arms When Marching in Quick or Slow Time

17. 'BREAK INTO QUICK TIME, QUICK – MARCH'. On the command 'BREAK INTO QUICK TIME, QUICK – MARCH' from slow time, the left hand is cut to the side on the first pace of the

left foot in quick time and the scabbard is grasped as for ATTENTION. The guard is lowered until the sword is horizontal.

18. **‘BREAK INTO SLOW TIME, SLOW – MARCH’.** On the command ‘BREAK INTO SLOW TIME, SLOW – MARCH’, the position of REVERSE ARMS is resumed as the left foot comes to the ground.

Sword Drill for Funerals – Halt and Fall Out at the Reverse Arms

19. On the command ‘HALT’ in quick time, the officer halts, observes the regulation pause, and then adopts the REVERSE ARMS position.
20. On the command ‘FALL – OUT’, the officer turns right, observes the regulation pause and then marches off in quick time. He/she returns the sword to the scabbard individually.

Notes for Instructor

21. The following are to be considered by the instructor when presenting this lesson:
- a. This lesson is best taught on an incline at double arms interval.
 - b. Accurate, swift and graceful movements are essential to good sword drill.
 - c. The sword and scabbard are to be attached to the belt by the straps of the sword frog so the scabbard hangs naturally in line with the seam of the trousers on the left side of the body, and the shoe of the scabbard is approximately 5 cm from the ground. The guard of the sword is to be to the front and the pommel nut is to be as close as possible to the top of the belt.

Common Faults

22. The following are the common faults identified for this lesson:
- a. the sword not vertical,
 - b. the sword not horizontal,

- c. the sword not at an angle of 800 mils,
- d. the hands not in the correct position on the sword, and
- e. the left hand not in the correct position on the scabbard.

LESSON CONCLUSION

23. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

ANNEX F TO CHAPTER 7

LESSON 6 – REST ON ARMS FROM THE REVERSE ARMS, ATTENTION FROM THE REST ON ARMS, REST ON ARMS FROM THE CARRY AND REVERSE ARMS FROM THE REST ON ARMS – OFFICERS ON PARADE WITH ARMED TROOPS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Reverse from the Carry, Carry from the Reverse, Change Arms at the Reverse, Marching at the Reverse in Slow and Quick Time, Halt and Fall Out at the Reverse.

LESSON BODY

Rest on Arms

6. The Rest on Arms movements are carried out when troops Rest on Arms from the ATTENTION. When on parade with troops armed with rifles, officers are to perform the four movements of Rest on Arms with the sword in conjunction with the second, third and fourth of Rest on Arms with the rifle.

Rest on Arms from the Reverse Arms

7. **‘REST ON – ARMS’.** On the command by numbers, ‘REST ON ARMS – ONE’, the sword is released with the left hand and the left arm is cut to the side. At the same time, the sword is lowered so that the tip is between the feet with the hilt central against the body and the edge facing the right. The back of the right hand is to the left, fingers around the grip. As the tip touches the ground, the guard is held steady between the fingers and thumb of the left hand. These movements are carried out over eight beats in slow time (see [Figure 7–40](#)).



Figure 7–40: Rest on Arms from the Reverse Arms – One

8. On the command by numbers, ‘REST ON ARMS – TWO’, the palm of the right hand is placed on top of the hilt, with the fingers together and pointed down the grip, and the back of the hand facing to the front, thumb to the rear of the grip nearest the body and pointing to the ground (see [Figure 7–41](#)).



Figure 7–41: Rest on Arms from the Reverse Arms – Two

9. On the command by numbers, 'REST ON ARMS – THREE', the left hand is placed on the right hand with the fingers and thumb wrapped around the right wrist (see [Figure 7–42](#)).



Figure 7–42: Rest on Arms from the Reverse Arms – Three

10. On the command by numbers, 'REST ON ARMS – FOUR', the head is lowered to the count of four beats in slow time until the eyes look at the ground 2 m to the front. At the same time, the elbows move close to the body (see [Figure 7–43](#)).



Figure 7–43: Rest on Arms from the Reverse Arms – Four

Rest on Arms from the Carry

11. **'REST ON – ARMS'**. On the command by numbers, 'REST ON ARMS – ONE', to the count of eight beats in slow time, the sword is lowered across the front of the body (anticlockwise) so that the tip is between the feet with the hilt central against the body and the edge facing the right. The back of the right hand is to the left, fingers around the grip. As the tip touches the ground, the guard is held steady between the fingers and the thumb of the left hand (see [Figure 7–44](#)).



Figure 7-44: Rest on Arms from the Carry – One

12. On the command by numbers, 'REST ON ARMS – TWO', the palm of the right hand is placed on top of the hilt, with the fingers together and pointed down the grip, and the back of the hand facing to the front, thumb to the rear of the grip nearest the body and pointing to the ground (see [Figure 7-45](#)).



Figure 7-45: Rest on Arms from the Carry – Two

13. On the command by numbers, 'REST ON ARMS – THREE', the left hand is placed on the right hand with the fingers and thumb wrapped around the right wrist (see [Figure 7-46](#)).



Figure 7-46: Rest on Arms from the Carry – Three

14. On the command by numbers, 'REST ON ARMS – FOUR', the head is lowered to the count of four beats in slow time until the eyes look at the ground 2 m to the front. At the same time, the elbows move close to the body (see [Figure 7-47](#)).



Figure 7-47: Rest on Arms from the Carry – Four

Attention from the Rest on Arms

15. 'ATTEN – TION'. On the command by numbers, 'ATTENTION – ONE', the guard is held steady between the fingers and thumb of the left hand. At the same time, the grip is seized with the right hand, keeping the back of the hand to the left. At the same time, the head is raised (see [Figure 7-48](#)).



Figure 7-48: Attention from the Rest on Arms

16. On the command by numbers, 'ATTENTION – TWO', the left hand is cut to the side and the sword is brought to the CARRY (the tip is turned up in a clockwise movement).
17. The movements described in [paragraph 15](#) to [paragraph 16](#) used in conjunction with troops on parade when armed with rifles.

Reverse Arms from the Rest on Arms

18. '**REVERSE – ARMS**'. On the command by numbers, 'REVERSE ARMS – ONE', the guard is held steady between the fingers and thumb of the left hand. At the same time, the grip is seized with the right hand, keeping the back of the hand to the left and the head is raised (see [Figure 7-49](#)).



Figure 7-49: Reverse Arms from the Rest on Arms – One

19. On the command by numbers, 'REVERSE ARMS – TWO', the sword is forced under the right armpit by rotating the sword anticlockwise, and seizing the blade with the left hand behind the back in the position of the REVERSE as previously taught.

Notes for Instructors

20. The following are to be considered by the instructor when presenting this lesson:
- This lesson is best taught on an incline at double arms interval.
 - Accurate, swift and graceful movements are essential to good sword drill.
 - The sword and scabbard are to be attached to the belt by the straps of the sword frog so the scabbard hangs naturally in line with the seam of the trousers on the left side of the body, and the shoe of the scabbard is approximately 5 cm from the ground. The guard of the sword is to be to the front and the pommel nut is to be as close as possible to the top of the belt.

Common Faults

- 21.** The following are the common faults identified for this lesson:
- a. the sword not vertical,
 - b. the sword not horizontal,
 - c. the sword not at an angle of 800 mils,
 - d. the left hand not in the correct position on the sword, and
 - e. the left hand not in the correct position on the scabbard.

LESSON CONCLUSION

- 22. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX G TO CHAPTER 7

LESSON 7 – REST ON ARMS FROM THE REVERSE ARMS, ATTENTION FROM THE REST ON ARMS, PRESENT ARMS FROM THE REST ON ARMS, REST ON ARMS FROM THE PRESENT ARMS AND REVERSE ARMS FROM THE REST ON ARMS, OFFICERS ON PARADE WITHOUT ARMED TROOPS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Reverse from the Carry, Carry from the Reverse, Change Arms at the Reverse, Marching at the Reverse in Slow and Quick Time, Halt and Fall Out at the Reverse.

LESSON BODY

Officers on Parade with Unarmed Troops

6. If officers are on parade with unarmed troops, the drill movements for Rest on Arms differ as detailed in this annex.

Rest on Arms from the Reverse Arms

7. **‘REST ON – ARMS’.** On the command by numbers, ‘REST ON ARMS – ONE’, the sword is released with the left hand and the

left arm is cut to the side. At the same time, the sword is lowered so that the tip is between the feet with the hilt central against the body and the edge facing the right. The back of the right hand is to the left, fingers around the grip. As the tip touches the ground, the guard is held steady between the fingers and thumb of the left hand. These movements are carried out over eight beats in slow time (see [Figure 7-50](#)).



Figure 7-50: Rest on Arms – One

8. On the command by catchwords, 'REST ON ARMS – OUT', turn the head and eyes to the right and thrust the right arm to the right, at shoulder level, with the back of the hand uppermost and the fingers and thumb together and extended (see [Figure 7-51](#)).



Figure 7–51: Rest on Arms – Out

9. On the command by catchwords, 'REST ON ARMS – AROUND', bring the arm around to the front in a circular movement until it has traversed 800 mils. Bend the arm at the elbow and place the palm of the hand on top of the hilt with the fingers together and pointed down the grip with the back of the hand to the front, thumb to the rear of the grip nearest the body and pointing to the ground. At all times keep the elbow raised as high as possible (see [Figure 7–52](#)).



Figure 7-52: Rest on Arms – Around

10. On the command by catchwords, 'REST ON ARMS – HEAD', turn the head and eyes to the front.
11. On the command by catchwords, 'REST ON ARMS – OUT', turn the head and eyes to the left and thrust the left arm to the left in the same manner as to the right (see [Figure 7-53](#)).



Figure 7-53: Rest on Arms – Out

12. On the command by catchwords, 'REST ON ARMS – AROUND', bring the left hand across in the same manner as the right and place it on the right hand with the thumb around the wrist and the fingers over the top/front of the right hand (see [Figure 7-54](#)).



Figure 7-54: Rest on Arms – Around

13. On the command by catchwords, 'REST ON ARMS – HEAD', turn the head and eyes to the front.
14. On the command by catchwords, 'REST ON ARMS – LOWER', lower the head to the count of four beats in slow time until the eyes look at the ground 2 m to the front. At the same time move the elbows close to the body (see [Figure 7-55](#)).



Figure 7–55: Rest on Arms – Lower

Attention from the Rest on Arms

15. **‘ATTEN – TION’.** On the command ‘ATTEN – TION’, the head is raised (see [Figure 7–56](#)).



Figure 7–56: Attention from the Rest on Arms

Present Arms from the Rest on Arms

16. **'ATTEN – TION'**. On the command 'ATTEN – TION', the head is raised (see [Figure 7–56](#)).
17. **'PRESENT – ARMS'**. On the command by numbers, 'PRESENT ARMS – ONE', move the left hand down to hold the guard steady between the fingers and thumb. At the same time, seize the grip with the right hand with back of the hand to the left (see [Figure 7–57](#)).



Figure 7–57: Present Arms from the Rest on Arms – One

18. On the command by numbers, 'PRESENT ARMS – TWO', bring the sword to the RECOVER and, at the same time, cut the left hand to the side (see [Figure 7–58](#)).



Figure 7-58: Present Arms from the Rest on Arms – Two

19. On the command by numbers, 'PRESENT ARMS – THREE', lower the sword to the SALUTE (see [Figure 7-59](#)).



Figure 7-59: Present Arms from the Rest on Arms – Three

Rest on Arms from Present Arms

20. **‘REST ON – ARMS’.** On the command by numbers, ‘REST ON ARMS – ONE’, to the count of eight beats in slow time, the tip of the sword is to fall forward and downward, until the sword is in the vertical position and placed on the ground between the feet with the edge to the right. As the sword is lowered, change the grip with the right hand so that when the tip rests on the ground, the palm of the hand is resting on the top of the hilt. The fingers of the right hand are together pointing down the grip and the back of the hand to the front, thumb to the rear of the grip nearest the body and pointing to the ground (see [Figure 7–60](#)).



Figure 7–60: Rest on Arms from the Present Arms – One

21. On the command by numbers, ‘REST ON ARMS – TWO’, place the left hand on top of the right with the thumb around the wrist, with the fingers together and pointing as an extension of the arm across the back of the right hand (see [Figure 7–61](#)).



Figure 7-61: Rest on Arms from the Present Arms – Two

22. On the command by numbers, 'REST ON ARMS – THREE', lower the head to the count of four beats in slow time, the eyes look at the ground 2 m to the front. At the same time lower the elbows close to the body (see [Figure 7-62](#)).



Figure 7–62: Rest on Arms from the Present Arms – Three

Reverse Arms from the Rest on Arms

23. **‘ATTEN – TION’**. On the command ‘ATTEN – TION’, the head is raised, as previously taught.
24. **‘REVERSE – ARMS’**. On the command by numbers, ‘REVERSE ARMS – ONE’, move the left hand down to hold the guard steady between the fingers and thumb with the back of the hand towards the ground (see [Figure 7–63](#)).



Figure 7–63: Reverse Arms from the Rest on Arms – One

25. On the command by numbers, 'REVERSE ARMS – TWO', the sword is forced under the right armpit by rotating the sword anticlockwise and seizing the blade with the left hand behind the back in the position of the REVERSE (see [Figure 7–64](#)).



Figure 7–64: Reverse Arms from the Rest on Arms – Two

Notes for Instructor

- 26.** The following are to be considered by the instructor when presenting this lesson:
- a. This lesson is best taught on an incline at double arms interval.
 - b. Accurate, swift and graceful movements are essential to good sword drill.
 - c. The sword and scabbard are to be attached to the belt by the straps of the sword frog so the scabbard hangs naturally in line with the seam of the trousers on the left side of the body, and the shoe of the scabbard is approximately 5 cm from the ground. The guard of the sword is to be to the front and the pommel nut is to be as close as possible to the top of the belt.

Common Faults

- 27.** The following are the common faults identified for this lesson:
- a. the sword not vertical,

- b. the sword not horizontal,
- c. the sword not at an angle of 800 mils,
- d. the left hand not in the correct position on the sword,
- e. the left hand not in the correct position on the scabbard,
- f. the grip on the sword not correct for the RECOVER, and
- g. the grip on the sword not correct for the SALUTE.

LESSON CONCLUSION

28. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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CHAPTER 8

DRILL WITH A CANE

- 8.1** This chapter contains Drill with a Cane and is contained in the following lessons listed in [Table 8–1](#).

Table 8–1: Drill with a Cane

<i>Reference</i>	<i>Subject</i>
Lesson 1	Description of the Parts of the Cane, Attention, Stand at Ease, Stand Easy, Quick March and Halt with the Cane at the Trail.
Lesson 2	Right and Left Turn at the Halt, Right and Left Incline and About Turn in Quick Time with the Cane, Drill with the Cane in Confined Spaces or when on Stairs.
Lesson 3	Saluting at the Halt and on the March in Quick Time with the Cane.

- 8.2** The basic lessons for Drill with a Cane are contained in [Annex A](#) to [Annex C](#).

Annexes:

- A. [Lesson 1 – Description of the Parts of the Cane, Attention, Stand at Ease, Stand Easy, Quick March and Halt With the Cane at the Trail](#)
- B. [Lesson 2 – Right and Left Turn at the Halt, Right and Left Incline and About Turn in Quick Time with the Cane, Drill with the Cane in Confined Spaces or when on Stairs](#)
- C. [Lesson 3 – Saluting at the Halt and on the March in Quick Time with the Cane](#)

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ANNEX A TO CHAPTER 8

LESSON 1 – DESCRIPTION OF THE PARTS OF THE CANE, ATTENTION, STAND AT EASE, STAND EASY, QUICK MARCH AND HALT WITH THE CANE AT THE TRAIL

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning to this lesson.
6. **Approach.**

LESSON BODY

7. In certain circumstances, officers, WO and senior SNCO may carry canes as authorised by the *Army Standing Orders for Dress*, Volume 1, 2000 and Volume 2, 2010. Drill with the cane is to conform with the contents of this chapter.
8. The cane is no longer than 60 cm, from end to end. The parts of the cane (see [Figure 8–1](#)) are as follows:
 - a. ferrule,
 - b. body, and
 - c. knob.

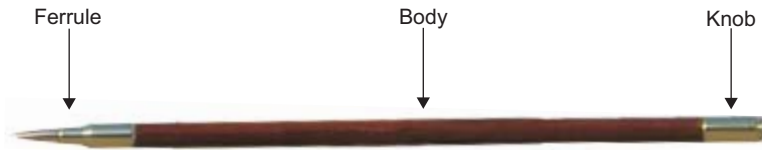


Figure 8–1: Parts of the Cane

Attention

9. **‘ATTEN – TION’.** On the command ‘ATTEN – TION’, the position of ATTENTION is adopted and the cane is held firmly in the right hand, close to the right side in a vertical position with the ferrule uppermost. The first joint of the forefinger of the right hand is kept underneath the knob of the cane, pointing towards the thigh, with the thumb down and to the front, and the remaining three fingers grasp the cane (see [Figure 8–2](#)).



Figure 8–2: Attention

Stand at Ease

10. **‘STAND AT – EASE’.** On the command ‘STAND AT – EASE’, the position of STAND AT EASE is adopted with the back of the right hand in the palm of the left. The cane is held with the right hand as for ATTENTION. The cane is held between the crook of the right arm and the body, with the ferrule up and pointing obliquely to the right front (see [Figure 8–3](#) and [Figure 8–4](#)).



Figure 8–3: Stand at Ease with the Cane (Rear View)



Figure 8–4: Stand at Ease with the Cane (Front View)

Marching with the Cane – Quick Time

11. **‘QUICK – MARCH’**. On the command by catchwords, ‘QUICK MARCH – CANE’, as the left foot comes to the ground, both hands are moved to grasp the cane in the middle still holding the cane upright on the right side (see [Figure 8–5](#)).



Figure 8–5: Marching with the Cane (Quick March – Cane)

12. On the command by catchwords, 'QUICK MARCH – CHECK, DOWN', a check pace is taken with the right foot and as the left foot comes to the ground the right arm is straightened with the cane held horizontal. At the same time the left arm is cut to the side (see [Figure 8–6](#)).



Figure 8–6: Marching with the Cane – Check, Down

13. On the command by catchwords, 'QUICK MARCH – CHECK, SWING', a check pace is taken with the right foot and, as the left foot comes to the ground, the arms are swung. The cane is held between the thumb and the first two fingers of the right hand. The remaining fingers must be kept on top of the cane for stability, in order to keep the cane parallel to the ground throughout the swing, which is to be straight through from front to rear. This position is known as the TRAIL (see [Figure 8–7](#)).



Figure 8–7: Marching with the Cane – Check, Swing

Halt from Quick March

14. **‘HALT’.** On the command, ‘HALT’, complete the halt as previously taught, ensuring the arms are by the side of the body and the cane is kept in the TRAIL position.
15. On the command by catchwords, ‘HALT – CANE’, observe the regulation pause, then the cane is flicked upwards with the right hand, the left hand grasps the cane at the centre bringing it to a perpendicular position at the right side. At the same time, the right hand is moved to the knob of the cane as for the position of ATTENTION (see [Figure 8–8](#)).



Figure 8-8: Halt from Quick March – Halt, Cane

16. On the command by catchwords, 'HALT – DOWN', the left hand is cut to the side ([Figure 8-9](#)).



Figure 8-9: Halt from Quick March – Halt, Down

Notes for Instructors

17. The instructor is to consider that this lesson is best taught with the squad facing the opposite flank to the instructor.

Common Faults

18. The following are the common faults identified for this lesson:
- a. the cane not vertical at the ATTENTION;
 - b. the cane not horizontal at the TRAIL;
 - c. the left hand not in the correct position on the cane during first movement of QUICK MARCH and the second movement of HALT;
 - d. the fingers of the right hand not in the correct position on the knob; and
 - e. the cane not in the crook of the right elbow/arm during the STAND AT EASE.

LESSON CONCLUSION

19. **End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

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ANNEX B TO CHAPTER 8

LESSON 2 – RIGHT AND LEFT TURN AT THE HALT, RIGHT AND LEFT INCLINE AND ABOUT TURN IN QUICK TIME WITH THE CANE, DRILL WITH THE CANE IN CONFINED SPACES OR WHEN ON STAIRS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Description of the Parts of the Cane, Attention, Stand at Ease, Stand Easy, Quick March and Halt with the Cane at the Trail.
6. **Approach.**

LESSON BODY

Turns at the Halt with the Cane

7. For turns at the HALT the cane remains in the position of ATTENTION.

Turns and Inclines in Quick Time with the Cane – Right and Left Turn/Inclines in Quick Time

8. When executing a right/left turn or incline in quick time with the cane, the arms are cut to the sides on the first movement of the

respective turn/incline and commence swinging on the first pace after the turn is completed.

Turns and Inclines in Quick Time with the Cane – About Turn in Quick Time

9. **‘ABOUT – TURN’.** On the command by catchwords, ‘ABOUT TURN – CHECK, UP’, a check pace is taken with the right foot and the arms are cut to the sides. Then on the first movement of the turn, as the left knee is raised, the cane is brought to a vertical position in front of the right shoulder. The upper part of the arm is close to the side and the forearm is horizontal with the hand in line with the waist belt, the ferrule uppermost (see [Figure 8–10](#)).



Figure 8–10: About Turn – Check, Up

10. On the command by numbers, ‘ABOUT TURN – TWO, THREE’, the next two movements of the about turn are completed.
11. On the command by catchwords, ‘ABOUT TURN – DOWN’, as the right foot is forced forward on the fourth movement of the about turn, the cane is returned to the TRAIL position.

-
12. On the command by catchwords, 'ABOUT TURN – SWING', on the next pace with the left foot the arm swing is commenced.

Cane Drill in Confined Spaces or When Moving on Stairs

13. When carrying a cane at the TRAIL in confined spaces or when on stairs, where a possibility of damage to property or person exists, the cane is brought to a vertical position in front of the right shoulder. The upper part of the arm is close to the side and the forearm is horizontal with the hand in line with the waist belt, the ferrule uppermost (see [Figure 8–11](#)).



Figure 8–11: Cane Drill in Confined Spaces or when Moving on Stairs

14. If there is a requirement to pay a compliment in a confined space, while carrying the cane, then adopt the ATTENTION position with the cane remaining at the right side at the TRAIL.

Notes for Instructor

15. The instructor is to consider that this lesson is best taught with squad facing the opposite flank to the instructor.

Common Faults

- 16.** The following are the common faults identified for this lesson:
- a. the cane not vertical on the turns;
 - b. the cane not horizontal at the TRAIL; and
 - c. the left hand not in the correct position on the cane during first movement of 'QUICK – MARCH' and the second movement of 'HALT'.

LESSON CONCLUSION

- 17. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX C TO CHAPTER 8

LESSON 3 – SALUTING AT THE HALT AND ON THE MARCH IN QUICK TIME WITH THE CANE

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Turns at the Halt, Right and Left Turn, Right and Left Incline and About Turn in Quick Time with the Cane.
6. **Approach.**

LESSON BODY

Salute to the Front at the Halt

7. **‘SALUTE TO THE FRONT – SALUTE’.** On the command by catchwords, ‘SALUTE TO THE FRONT SALUTE – CANE’, the cane is moved from the ATTENTION position and forced up under the left armpit so the centre point of the cane is under the arm (see [Figure 8–12](#)).



Figure 8-12: Salute to the Front Salute – Cane

8. On the command by catchwords, 'SALUTE TO THE FRONT SALUTE – DOWN', after observing the regulation pause the right arm is cut to the ATTENTION position.
9. On the command by catchwords, 'SALUTE TO THE FRONT SALUTE – SALUTE', after observing the regulation pause salute as previously taught (see [Figure 8-13](#)).



Figure 8–13: Salute to the Front Salute – Salute

10. On the command by catchwords, 'SALUTE TO THE FRONT SALUTE – DOWN', after observing the regulation pause, the right arm is straightened by the side of the body.
11. On the command by catchwords, 'SALUTE TO THE FRONT SALUTE – CANE', after observing the regulation pause, the right hand grasps the cane around the knob as for the ATTENTION position.
12. On the command by catchwords, 'SALUTE TO THE FRONT SALUTE – DOWN', after observing the regulation pause, the right arm is straightened by the side and the cane is held vertically as for ATTENTION.

Salute to the Flank at the Halt – (Salute to the Right)

13. **'SALUTE TO THE RIGHT – SALUTE'**. On the command by catchwords, 'SALUTE TO THE RIGHT SALUTE – CANE', the cane is moved from the ATTENTION position and forced up under the left armpit so that the centre point of the cane is under the arm.

14. On the command by catchwords, 'SALUTE TO THE RIGHT SALUTE – DOWN', after observing the regulation pause, the right arm is cut to the ATTENTION position.
15. On the command by catchwords, 'SALUTE TO THE RIGHT – SALUTE', after observing the regulation pause, salute as previously taught (see [Figure 8–14](#)). Complete the salute, head to the front.



Figure 8–14: Salute to the Right at the Halt with the Cane – Salute

16. On the command by catchwords, 'SALUTE TO THE RIGHT SALUTE – CANE', after observing the regulation pause, the right hand grasps the cane around the knob as for the ATTENTION position.
17. On the command by catchwords, 'SALUTE TO THE RIGHT SALUTE – DOWN', after observing the regulation pause, the right arm is straightened by the side and the cane is held vertically as for ATTENTION.

Salute to the Flank at the Halt – (Salute to the Left)

18. **'SALUTE TO THE LEFT – SALUTE'**. On the command by catchwords, 'SALUTE TO THE LEFT SALUTE – CANE', the

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cane is moved from the ATTENTION position and forced up under the left armpit so that the centre point of the cane is under the arm.

19. On the command by catchwords, 'SALUTE TO THE LEFT SALUTE – DOWN', after observing the regulation pause, the right arm is cut to the ATTENTION position.
20. On the command by catchwords, 'SALUTE TO THE LEFT SALUTE – SALUTE', after observing the regulation pause, salute as previously taught (see [Figure 8–15](#)). Complete the salute, head to the front.



Figure 8–15: Salute to the Left Salute with the Cane – Salute

21. On the command by catchwords, 'SALUTE TO THE LEFT SALUTE – CANE', after observing the regulation pause, the right hand grasps the cane around the knob as for ATTENTION position.
22. On the command by catchwords, 'SALUTE TO THE LEFT SALUTE – DOWN', after observing the regulation pause the right arm is cut to the ATTENTION position and the cane is held vertically as for ATTENTION.

The Salute to a Flank on the March in Quick Time with the Cane

23. **‘SALUTE TO THE RIGHT (LEFT) – SALUTE’.** The command is given as the left foot strikes the ground.
24. On the command by catchwords, ‘SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, CANE’, a check pace is taken with the right foot and the arms are cut to the side. As the left foot next comes to the ground, the cane is forced up under the left armpit, with minimum movement of the left arm, and with the fingers and thumb of the right hand curled around the cane (see [Figure 8–16](#)).



Figure 8–16: Salute to the Flank with the Cane in Quick Time

25. On the command by catchwords, ‘SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, DOWN’, a check pace with the right foot is taken and, as the left foot next comes to the ground, the right arm is cut to the side.
26. On the command by catchwords, ‘SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, UP’, a check pace with the right foot is taken and, as the left foot next comes to the ground, a salute to the right (left) is made as previously taught.

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27. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – FIVE', the salute is maintained for a further four paces. The catchwords, 'TWO', 'THREE', 'FOUR', 'FIVE', are used. The soldiers end up in the left foot front position.
28. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – DOWN, CANE', as the right foot comes to the ground on the fifth pace, the head and eyes are turned to the front and the right hand is cut to the side. As the left foot comes to the ground the cane is grasped with the right hand.
29. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, DOWN', a check pace is taken with the right foot and, as the left foot next comes to the ground, the cane is returned to the TRAIL position.
30. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, SWING', a check pace is taken with the right foot and, as the left foot next comes to the ground, the arms commence swinging.

Notes for Instructor

31. The following are to be considered by the instructor when presenting this lesson:
 - a. The lesson for saluting at the halt is best taught at the incline. The salutes on the march are best taught with the squad facing the opposite flank to the instructor.
 - b. Saluting with the cane follows the same procedure as saluting at the halt and on the march without the cane, but movements are added to transfer the cane to and from the right hand. All movements are carried out at the rate of 40 beats per minute.
 - c. The procedure in this lesson is also used when the commands 'EYES – RIGHT/LEFT' and 'EYES – FRONT', are given.

Common Faults

- 32.** The following are the common faults identified for this lesson:
- a. faults as for saluting, and
 - b. those detailed in [Annex A](#) and [Annex B](#).

LESSON CONCLUSION

- 33. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

CHAPTER 9

DRILL WITH THE PACE STICK

- 9.1** This chapter contains Drill with the Pace Stick and is enclosed in the following lessons as listed in [Table 9–1](#).

Table 9–1: Drill with the Pace Stick

<i>Reference</i>	<i>Subject</i>
Lesson 1	Description of the Pace Stick, Carrying the Pace Stick, Attention, Stand at Ease, Stand Easy, Marching in Slow and Quick Time at the Carry and Marching Quick Time at the Trail (Pace Stick Closed) and Halt.
Lesson 2	Turns on the March at the Trail (Pace Stick Closed), Saluting at the Halt and Salute to the Front, Drill with the Pace Stick in Confined Spaces or when on Stairs.
Lesson 3	Saluting on the March in Quick Time from the Trail (Pace Stick Closed), Saluting on the March in Quick Time at the Carry Position and Halt.
Lesson 4	Attention, Stand at Ease, Stand Easy, Compliments, the Carry Position, Marching in Slow and Quick Time (Pace Stick Open) at the Carry Position and Halt.
Lesson 5	Carry and Pace Sticks on the March (Pace Stick Open), Change Sticks in Slow Time on the March (Pace Stick Open).

- 9.2** The basic lessons for Drill with the Pace Stick are contained in [Annex A](#) to [Annex E](#).

Annexes:

- A. Lesson 1 – Description of the Pace Stick, Carrying the Pace Stick, Attention, Stand at Ease, Stand Easy, Marching in Slow and Quick Time at the Carry and Marching in Quick Time at the Trail (Pace Stick Closed) and Halt
- B. Lesson 2 – Turns on the March at the Trail (Pace Stick Closed), Saluting at the Halt and Salute to the Front, Drill with the Pace Stick in Confined Spaces or when on Stairs
- C. Lesson 3 – Saluting on the March in Quick Time from the Trail (Pace Stick Closed), Saluting on the March in Quick Time at the Carry Position and Halt
- D. Lesson 4 – Attention, Stand at Ease, Stand Easy, Compliments, the Carry Position, Marching in Slow and Quick Time (Pace Stick Open) at the Carry Position and Halt
- E. Lesson 5 – Carry and Pace Sticks on the March (Pace Stick Open), Change Sticks in Slow Time on the March (Pace Stick Open)

ANNEX A TO CHAPTER 9

LESSON 1 – DESCRIPTION OF THE PACE STICK, CARRYING THE PACE STICK, ATTENTION, STAND AT EASE, STAND EASY, MARCHING IN SLOW AND QUICK TIME AT THE CARRY AND MARCHING IN QUICK TIME AT THE TRAIL (PACE STICK CLOSED) AND HALT

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning to this lesson.
6. **Approach.**

LESSON BODY

7. The origin of the pace stick is attributed to the Royal Artillery in the UK who used a 'Gunner's Stick' to measure the distance between guns. This was later developed by the Infantry as an aid to drill. The RSM-A carries the first pace stick brought to Australia as a symbol of office. The Regimental Master Gunner and the Master Gunner Land Command Artillery carry replicas of the 'Gunner's Stick' as their symbol of office.
8. RSM carry pace sticks as a symbol of office.

9. Drill instructors at RMC are to carry pace sticks in accordance with the customs and traditions of the college.
10. Other personnel who may carry a pace stick for instructional or training purposes are as follows:
 - a. instructors and soldiers on the RSM course, and
 - b. the Guard Sergeant Major Australian Federation Guard only when conducting parade reconnaissances.
11. The measuring bar of the pace stick has seven holes that allow the distance of the shoes of the pace stick to be altered. Although the original requirements for the positioning of the holes on the measuring bar seem to be lost in time, they can be used for the following purposes:
 - a. 12 inch (30 cm) – measure side paces and distance between heels when stood at ease;
 - b. 21 inch (50 cm) – measure the pace for short step;
 - c. 24 inch (60.9 cm) – no longer used;
 - d. 27 inch (67.5 cm) – measuring the frontages;
 - e. 30 inch (75 cm) – measure the normal marching pace;
 - f. 33 inch (85 cm) – measure the pace for step out; and
 - g. 40 inch (100 cm) – measure the pace for double time.
12. The parts of the pace stick (see [Figure 9–1](#)) are as follows:
 - a. a shoe,
 - b. a front leg,
 - c. a brass plate,
 - d. a measuring bar,
 - e. a screw,
 - f. a head with a hinge, and
 - g. a rear leg.

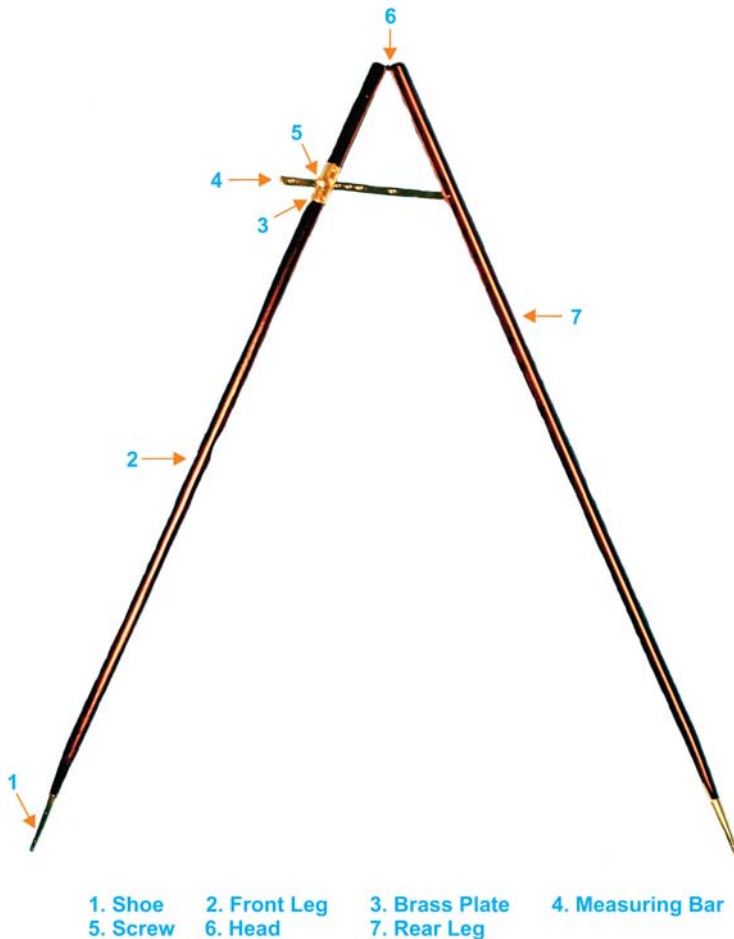


Figure 9–1: Parts of the Pace Stick

Carrying the Pace Stick on the March

13. The pace stick is carried, when closed, either at the TRAIL or at the CARRY in Quick Time, and at the CARRY only while marching in slow time.

14. At the TRAIL, the stick is held at the point of balance in the right hand, thumb down the left of the stick, fingers slightly curled together on the right with the little finger on top of the stick; the stick is lightly cradled in the hand. The stick is allowed to swing with the movement of the arm to waist belt height. The stick is manipulated between the fingers and thumb so that it remains parallel to the ground at all times (see [Figure 9–2](#)).

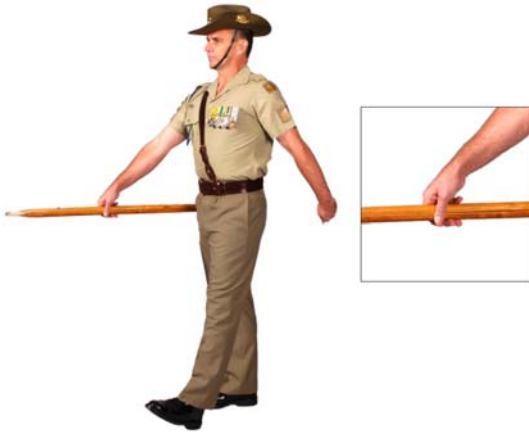


Figure 9–2: Carrying in Quick Time at the Trail (Pace Stick Closed)

15. When marching in quick time at the CARRY, the right arm is swung (see [Figure 9–3](#)).



Figure 9–3: Carrying in Quick Time at the Carry (Pace Stick Closed)

Carrying at the Halt (Pace Stick Closed)

16. At the CARRY, the stick is held naturally under the left armpit, parallel to the ground, with the point of balance under the armpit and the shoes to the rear and brass plate uppermost. The head of the stick is held in the left hand with the fingers extended together and slanting upwards on the left, and the thumb is straight and on the right. The tip of the middle finger is to be level with the end of the head. The fingers and thumb must not extend above the stick or beyond the head of the stick. The left elbow is held by the side, not forward of the body, and the right hand is held at the side (see [Figure 9–4](#)).



Figure 9–4: Carry Position at the Halt (Pace Stick Closed)

Attention (Pace Stick Closed)

17. **‘ATTEN – TION’**. On the command ‘ATTEN – TION’, the pace stick is held at the CARRY position (see [Figure 9–5](#)).



Figure 9-5: Attention (Pace Stick Closed)

Stand at Ease (Pace Stick Closed)

18. **‘STAND AT – EASE’**. On the command ‘STAND AT – EASE’, adopt the position as previously taught; however, the right arm is held by the side. The pace stick is held at the CARRY position beneath the left armpit (see [Figure 9-6](#)).



Figure 9–6: Stand at Ease (Pace Stick Closed)

Stand Easy (Pace Stick Closed)

19. **‘STAND – EASY’.** On the command ‘STAND – EASY’, observe the regulation pause and the body is relaxed. With the left hand, the pace stick is lowered in quick time using an anticlockwise motion. The shoe of the stick is placed on the ground centrally between the feet and level with the toes of the boots. The palm of the left hand is placed on the head of the stick, with the fingers together and pointing down the front and the thumb is to the rear. At the same time, the palm of the right hand is placed over the back of the left hand with the thumb beneath the left wrist. The brass plate and screw of the stick is pointing to the left (see [Figure 9–7](#)).



Figure 9–7: Stand Easy (Pace Stick Closed)

20. On the command 'PARADE', 'REGIMENT', 'SQUAD', or similar, the position of STAND AT EASE is resumed.
21. Using the left hand, the pace stick is taken well out to the left of the body and with a flick of the wrist in a clockwise direction, the stick is forced beneath the left armpit to the position of the CARRY. The right arm is forced back to the side of the body.

Marching – At the Trail Quick March (Pace Stick Closed)

22. **'AT THE TRAIL, QUICK – MARCH'.** On the command by catchwords, 'AT THE TRAIL QUICK MARCH – UP', as the left foot comes to the ground the pace stick is pulled forward approximately 15 cm with the left hand. At the same time, the right hand is forced across the body, grasping the stick at the point of balance, with the wrist up against the left shoulder and the knuckles and back of the hand uppermost.
23. On the command by catchwords, 'AT THE TRAIL QUICK MARCH – CHECK, DOWN', a check pace is taken with the right foot and as the left foot next comes to the ground the right

arm is straightened with the pace stick held horizontally beside the body. At the same time the left arm is cut to the side.

24. On the command by catchwords, 'AT THE TRAIL QUICK MARCH – CHECK, SWING', a check pace is taken with the right foot and, as the left foot next comes to the ground, the arms are swung and the pace stick is carried at the TRAIL position (see [Figure 9–8](#)).



Figure 9–8: Marching in Quick Time – at the Trail

Marching – Change from the Trail to the Carry at the Halt

25. 'HALT'. On the command by numbers, 'HALT – ONE', after halting, observe the regulation pause and force the pace stick up beneath the left armpit with the right wrist up against the left shoulder, and the right arm is kept parallel to the ground. At the same time, the head of the pace stick is seized with the left hand.
26. On the command by numbers, 'HALT – TWO', observe the regulation pause and force the right arm back to the ATTENTION position; at the same time, the left hand slides the pace stick back approximately 15 cm so it is held in the CARRY position.

Marching – Moving from the Carry to the Trail on the March (Pace Stick Closed)

27. **‘TRAIL – STICKS’.** The command is given as the left foot strikes the ground.
28. On the command by catchwords, ‘TRAIL STICKS – CHECK, STICK’, a check pace is taken with the right foot, at the same time the right arm is cut to the side. As the left foot strikes the ground, the pace stick is pulled forward approximately 15 cm with the left hand. At the same time, the right hand is forced across the body, grasping the stick at the point of balance, with the wrist up against the left shoulder and the knuckles and back of the hand are uppermost.
29. On the command by catchwords, ‘TRAIL STICKS – CHECK, DOWN’, a check pace is taken with the right foot and, as the left foot next comes to the ground, the right arm is straightened with the pace stick held horizontally beside the body. At the same time, the left arm is cut to the side.
30. On the command by catchwords, ‘TRAIL STICKS – CHECK, SWING’, a check pace is taken with the right foot and, as the left foot next comes to the ground, the arms are swung and the pace stick is carried at the TRAIL position.

Marching – Moving from the Trail to the Carry on the March (Pace Stick Closed)

31. **‘CARRY – STICKS’.** The command is given as the left foot strikes the ground.
32. On the command by catchwords, ‘CARRY STICKS – CHECK, UP’, a check pace is taken with the right foot and the arms are cut to the side. As the left foot next comes to the ground, the stick is forced up beneath the left armpit and the right wrist is up against the left shoulder. At the same time, the head of the stick is seized with the left hand (see [Figure 9–9](#)).

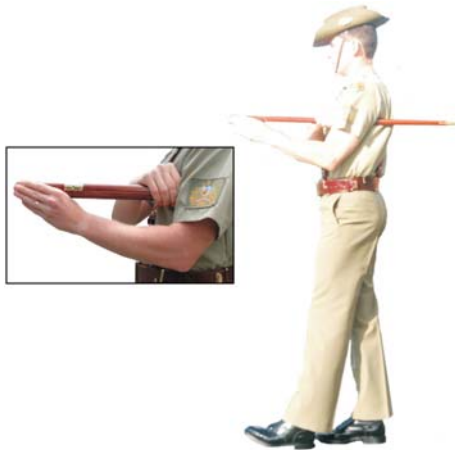


Figure 9-9: Trail to the Carry in Quick Time – Check, Up

33. On the command by catchwords, 'CARRY STICKS – CHECK, DOWN', a check pace is taken with the right foot and, as the left foot next come to the ground, the stick is forced rearward by the left hand to the CARRY (stick closed) position. At the same time, the right arm is cut to the side.
34. On the command by catchwords, 'CARRY STICKS – CHECK, SWING', a check pace is taken with the right foot and, as the left foot next comes to the ground, the right arm is swung.

Notes for Instructor

35. The instructor is to consider that this lesson is best taught with the squad facing the advance position.

Common Faults

36. The following are the common faults identified for this lesson:
 - a. incorrect hand positions,
 - b. right elbow not parallel to the ground,
 - c. left elbow forward of the body,

- d. pace stick not parallel, and
- e. excessive movement of the left arm on Carry Sticks from the Trail.

LESSON CONCLUSION

37. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX B TO CHAPTER 9

LESSON 2 – TURNS ON THE MARCH AT THE TRAIL (PACE STICK CLOSED), SALUTING AT THE HALT AND SALUTE TO THE FRONT, DRILL WITH THE PACE STICK IN CONFINED SPACES OR WHEN ON STAIRS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Description of the Pace Stick, Carrying the Pace Stick, Attention, Stand at Ease, Stand Easy, Marching in Slow and Quick Time at the Carry and Marching in Quick Time at the Trail (Pace Stick Closed) and Halt.
6. **Approach.**

LESSON BODY

Turns on the March at the Trail (Pace Stick Closed) – Right and Left Turn, Right and Left Inclines

7. For the right/left turns and inclines, the arms are cut to the sides on the first movement of the turn and commence swinging on the first pace after the turn is complete.

Turns on the March at the Trail (Pace Stick Closed) – About Turn

8. **‘ABOUT – TURN’.** On the command by catchwords, ‘ABOUT TURN – CHECK, UP, TWO, THREE’, on the first movement of the turn, the left arm is cut to the side and, at the same time, with the pace stick at the TRAIL, the right forearm is forced up, parallel to the ground, with the pace stick in a vertical position, the shoes pointing up (see [Figure 9–10](#)). The remainder of the turn is completed.
9. On the command by catchwords, ‘ABOUT TURN – DOWN, SWING’, after completing the turn (right foot leading), the right arm is forced down, returning the stick to the TRAIL position. As the left foot next comes to the ground the pace stick is swung forward.

Pace Stick Drill in Confined Spaces

10. While in confined spaces where, with the pace stick in the CARRY (stick closed) position, damage may occur to either the pace stick or to other people or property, the left forearm is raised to a perpendicular position, forcing the head of the pace stick up and bringing the pace stick firmly in against the side of the body. The position of the left hand on the stick must not be changed.
11. While in confined spaces with the pace stick at the TRAIL position, the right forearm is forced up, parallel to the ground, bringing the stick to a vertical position (see [Figure 9–10](#)).



Figure 9-10: Pace Stick in Confined Spaces (Trail)

12. When moving up or down stairs, with the pace stick at the TRAIL, the left arm is cut to the side of the body immediately prior to negotiating the stairs. At the same time, the right forearm is forced up, parallel to the ground with the pace stick in a vertical position, the shoes of the stick pointing up, and the thumb and fingers wrapped around the stick, with the little finger over the top of the pace stick. At the completion of the stairs, the right hand is forced down to the side of the body. Both arms commence swinging as the left foot next comes to the ground (see [Figure 9-10](#)).

Saluting at the Halt or to the Front (Pace Stick Closed)

13. **'SALUTE TO THE FRONT – SALUTE'**. On the command by catchwords, 'SALUTE TO THE FRONT SALUTE – UP', the left hand is cut to the side as the right hand comes up to execute a salute.
14. On the command by catchwords, 'SALUTE TO THE FRONT SALUTE – DOWN', after a regulation pause, the right hand is cut to the side, at the same time the head of the stick is seized with the left hand as previously taught.

Notes for Instructor

15. The following are to be considered by the instructor when presenting this lesson:
- a. This lesson is best taught with the squad facing the advance position.
 - b. The instructor needs to use fronts and flanks when giving words of command for mobile drill.

Common Faults

16. The following are the common faults identified for this lesson:
- a. incorrect hand positions,
 - b. right elbow not parallel to the ground,
 - c. left elbow forward of the body, and
 - d. pace stick not parallel.

LESSON CONCLUSION

17. **End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

ANNEX C TO CHAPTER 9

LESSON 3 – SALUTING ON THE MARCH IN QUICK TIME FROM THE TRAIL (PACE STICK CLOSED), SALUTING ON THE MARCH IN QUICK TIME AT THE CARRY POSITION AND HALT

INSTRUCTORS NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Turns on the March at the Trail (Pace Stick Closed), Saluting at the Halt and Salute to the Front.
6. **Approach.**

LESSON BODY

Saluting on the March in Quick Time from the Trail (Pace Stick Closed)

7. **‘SALUTE TO THE RIGHT (LEFT) – SALUTE’.** The command is given as the left foot comes to the ground.
8. On the command by catchwords, ‘SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, STICK’, a check pace is taken with the right foot and the arms are cut to the side. As the left foot next comes to the ground the pace stick is forced under the left armpit with the right wrist against the left shoulder, back of the

-
- hand uppermost, at the same time the left hand seizes the head of the stick.
9. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, DOWN', a check pace is taken with the right foot and, as the left foot next comes to the ground, the right hand is cut to the side and the stick is forced rearward by the left hand to the CARRY position.
 10. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, UP', a check pace is taken with the right foot and, as the left foot next comes to the ground, the head and eyes are turned to the right (left). At the same time, the right hand is brought up to the salute position and the left hand is cut to the side.
 11. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – FIVE', the salute is maintained for a further four paces. The catchwords, 'TWO', 'THREE', 'FOUR', 'FIVE', are used (the soldiers end up in the left foot front position).
 12. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – DOWN, STICK', as the right foot comes to the ground on the fifth pace, the head and eyes are turned to the front and the right hand is cut to the side while the left hand grasps the head of the stick. As the left foot next comes to the ground, the left hand pulls the stick forward and the right hand grasps the stick at the point of balance (as previously taught).
 13. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, DOWN', a check pace is taken with the right foot and, as the left foot next comes to the ground, the stick is forced to the TRAIL position and the left hand is cut to the side.
 14. On the command by catchwords, 'SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, SWING', a check pace is taken with the right foot and, as the left foot next comes to the ground, the arms are swung.
-

Saluting on the March in Quick Time at the Carry

15. **'SALUTE TO THE RIGHT (LEFT) – SALUTE'**. The command is given as the left foot comes to the ground.
16. On the command by catchwords, **'SALUTE TO THE RIGHT (LEFT) SALUTE – CHECK, UP'**, a check pace is taken with the right foot and the right arm is cut to the side, as the left foot next comes to the ground the head and eyes are turned to the right (left). At the same time, the right hand is brought up to the salute position as the left hand is cut to the side.
17. On the command by catchwords, **'SALUTE TO THE RIGHT (LEFT) SALUTE – FIVE'**, the salute is maintained for a further four paces. The catchwords, **'TWO'**, **'THREE'**, **'FOUR'**, **'FIVE'**, are used (the soldiers end up in the left foot front position).
18. On the command by catchwords, **'SALUTE TO THE RIGHT (LEFT) SALUTE – DOWN, SWING'**, as the right foot next comes to the ground on the fifth pace, the head and eyes are turned to the front and the right hand is cut to the side. At the same time the left hand seizes the head of the stick. As the left foot next comes to the ground the right arm is swung.

Notes for Instructor

19. The following are to be considered by the instructor when presenting this lesson:
 - a. This lesson is best taught with the squad facing the opposite flank to the instructor.
 - b. The instructor needs to use fronts and flanks when giving words of command for mobile drill.

Common Faults

20. The following are the common faults identified for this lesson:
 - a. incorrect hand positions,
 - b. right elbow not parallel to the ground,
 - c. left elbow forward of the body,
 - d. faults as for saluting, and

- e. pace stick not parallel at all times.

LESSON CONCLUSION

21. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

ANNEX D TO CHAPTER 9

LESSON 4 – ATTENTION, STAND AT EASE, STAND EASY, COMPLIMENTS, THE CARRY POSITION, MARCHING IN SLOW AND QUICK TIME (PACE STICK OPEN) AT THE CARRY POSITION AND HALT

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning to this lesson.
6. **Approach.**

LESSON BODY

Attention and Stand at Ease (Pace Stick Open)

7. The ATTENTION position is; the front leg of the stick is kept upright, with the shoe slightly to the right and level with the little toe of the right foot, the measuring bar points to the front. The stick is held by the right hand, with the web of the hand just below the apex/head, with the back of the hand to the right and fingers together around both legs. The thumb is nearest the body and the elbow sits against the side of the body (see [Figure 9–11](#)).



Figure 9-11: Attention (Pace Stick Open)

8. **'STAND AT – EASE'**. On the command, 'STAND AT – EASE', the left foot is brought to the STAND AT EASE position and, at the same time, the rear leg of the pace stick is swung anticlockwise 3200 mils to the front. The stick must remain vertical (front leg); it must not follow the body across to the left. The position of the right hand changes so that the fingers are pointing down the rear leg and are a natural extension of the forearm (see [Figure 9-12](#)).



Figure 9-12: Stand at Ease (Pace Stick Open)

9. **'ATTEN – TION'**. On the command 'ATTEN – TION', the left foot is brought into the ATTENTION position and, at the same time, the rear leg of the pace stick is swung clockwise through 3200 mils to the rear as for the ATTENTION position (see [Figure 9-11](#)).

Stand Easy (Pace Stick Open)

10. **'STAND – EASY'**. On the command 'STAND – EASY', observe the regulation pause and the body is relaxed.
11. On a command such as 'PARADE', 'REGIMENT' or 'SQUAD', the position of STAND AT EASE is resumed.

Paying Compliments (Pace Stick Open)

12. When the pace stick is open, compliments are paid by standing to attention.

Carry Position (Pace Stick Open)

13. **'CARRY – STICK'**. On the command, 'CARRY – STICK', the right forearm is raised parallel to the ground, ensuring that the right elbow remains by the side. The index finger is wrapped around the forward leg of the stick, and the remainder of the

fingers and thumb are wrapped around the rear leg. The forward leg is kept vertical (see [Figure 9-13](#)).



Figure 9-13: Carry Position (Pace Stick Open)

14. **‘ATTEN – TION’**. On the command, ‘ATTEN – TION’, the pace stick is lowered smartly to the ATTENTION position (the front leg of the stick is kept upright, with the shoe slightly to the right and level with the little toe of the right foot, the measuring bar points to the front. The stick is held by the right hand, with the web of the hand just below the apex/head, with the back of the hand to the right and fingers together around both legs. The thumb is nearest the body and the elbow sits against the side of the body.

Dressing (Pace Stick Open)

15. **‘RIGHT – DRESS’**. On the command, ‘RIGHT – DRESS’, the normal dressing movements are carried out. On the first movement (HEADS), the pace stick is raised to the CARRY (stick open) position.

16. **'EYES – FRONT'.** On the command, 'EYES – FRONT', as the head and eyes are returned to the front, the stick is lowered smartly to the ATTENTION position.

Turns at the Halt (Pace Stick Open)

17. On the first movement of a turn at the halt, the pace stick is brought to the CARRY (stick open) position. On the second movement of the turn, the stick is lowered to the ATTENTION position.

Marching in Quick Time at the Carry (Pace Stick Open) and Halt

18. **'AT THE CARRY, QUICK – MARCH'.** On the command, 'AT THE CARRY, QUICK – MARCH', step off in quick time. As the left foot strikes the ground bring the pace stick to the CARRY position. While marching the left arm is swung.
19. **'HALT'.** On the command, 'HALT', halt as previously taught and smartly lower the pace stick to the ATTENTION position (stick open) at the same time.

Notes for Instructor

20. The following are to be considered by the instructor when presenting this lesson:
- a. This lesson is best taught with the squad facing the opposite flank to the instructor.
 - b. The instructor needs to use fronts and flanks when giving words of command for mobile drill.
 - c. When open, the pace stick is held at the right side.

Common Faults

21. The following are the common faults identified for this lesson:
- a. incorrect hand positions;
 - b. right forearm not parallel to the ground;
 - c. left elbow forward of the body;
 - d. on 'HALT', the stick not being lowered at the same time as the right foot; and

- e. incorrect position of the pace stick legs.

LESSON CONCLUSION

22. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

ANNEX E TO CHAPTER 9

LESSON 5 – CARRY AND PACE STICKS ON THE MARCH (PACE STICK OPEN), CHANGE STICKS IN SLOW TIME ON THE MARCH (PACE STICK OPEN)

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Attention, Stand at Ease, Stand Easy, Compliments, The Carry Position at the Halt (Pace Stick Open), Marching in Slow and Quick Time (Pace Stick Open) at the Carry Position and Halt.
6. **Approach.**

LESSON BODY

Marching (Pace Stick Open)

7. **'QUICK (SLOW) – MARCH'.** On the command, 'QUICK (SLOW) – MARCH', the soldiers step off with the left foot. The rear leg of the pace stick swings forward through 3200 mils. This is achieved by twisting with the fingers and thumb, and rotating the free leg of the pace stick outwards and forwards. The swinging shoe is placed on the ground straight in front of the shoe already on the ground. This movement is continued until halted or as long as required.

8. When marching in quick time with the pace stick open, the free arm is kept by the side.

Carry Stick

9. **'CARRY – STICK'**. The command 'CARRY – STICK', is given over successive feet ('CARRY' – right foot, then '– STICK' – left foot). As the right foot next comes to the ground, the stick is forced to the CARRY (stick open) position. The right forearm is raised parallel to the ground, ensuring that the right elbow remains by the side. The index finger is wrapped around the forward leg of the stick, and the remainder of the fingers and thumb are wrapped around the rear leg. The forward leg is kept vertical and the pace stick is kept clear of the ground on the right side of the body and the left arm is swung.

Pace Stick

10. **'PACE – STICK'**. The command, 'PACE – STICK', is given over successive feet ('PACE' – right foot, then '– STICK' – left foot). As the right foot next comes to the ground, the front leg shoe of the stick is placed on the ground beside the right leg and the rear leg of the stick is swung forward and, at the same time, the left arm is cut to the side.
11. If the stick is being used to measure the pace on the left side of the body the orders in [paragraph 10](#) may be used. However, if the stick is being used to measure the pace on the left side of the body then the orders would be given on the opposite feet and the stick is carried in the opposite hand.

Halt

12. **'HALT'**. On the command by numbers, 'HALT – ONE', the normal drill for HALT is carried out. As the right foot completes the movement, the pace stick will be positioned such that the front leg of the stick will be to the rear (and raised). The rear leg will be held vertically beside the body (see [Figure 9–14](#)).



Figure 9–14: Halt from March (Pace Stick Open at Carry) – One

13. On the command by numbers, 'HALT – TWO', the pace stick is rotated, anticlockwise, through 3200 mils to bring the front leg forward (and raised) (see [Figure 9–15](#)).



Figure 9–15: Halt from March (Pace Stick Open at Carry) – Two

-
14. On the command by numbers, 'HALT – THREE', the rear leg is flicked backwards, bringing the front leg of the stick to the ATTENTION (stick open) position (see [Figure 9–16](#)).



Figure 9–16: Halt from March (Pace Stick Open at Carry) – Three

Change Sticks in Slow Time (Pace Stick Open)

15. **'CHANGE – STICKS'**. The order is given on successive feet ('CHANGE' – left foot, then '– STICKS', right foot).
16. On the command by catchwords, 'CHANGE STICKS – ACROSS', as the left foot next comes to the ground the leading leg of the stick is rotated across to the left side of the body. The foot is inside the stick shoe. At the same time, the left hand is also placed on the head of the stick to assume control (see [Figure 9–17](#)).



Figure 9–17: Change Sticks in Slow Time (Pace Stick Open)

17. On the command by catchwords, 'CHANGE STICKS – SWING', as the right foot next comes to the ground the right hand is cut to the side, the lead leg of the stick now strikes the ground and the pace stick is rotated clockwise by the left hand.
18. For all further paces the stick is swung in a clockwise direction.
19. To change the pace stick back to the right hand, the cautionary order 'CHANGE', is given on the right foot and the executive order '– STICKS', is given on the next left foot. The reverse of the procedure in [paragraph 15](#) to [paragraph 18](#) is executed.

Notes for Instructor

20. The following are to be considered by the instructor when presenting this lesson:
 - a. This lesson is best taught with the squad facing the advance position.
 - b. Instructors must be able to swing the pace stick with either hand.

Common Faults

- 21.** The following are the common faults identified for this lesson:
- a. incorrect hand positions;
 - b. incorrect hand action to twist/rotate of the stick while walking;
 - c. the pace stick shoe placed in the incorrect position on the ground;
 - d. kicking the shoe(s) with the footwear; and
 - e. incorrect position of the pace stick legs on HALT.

LESSON CONCLUSION

- 22. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

CHAPTER 10

COLOUR DRILL

10.1 This chapter contains Drill with Colours and is enclosed in the following lessons as listed in [Table 10-1](#).

Table 10-1: Drill with Colours

<i>Reference</i>	<i>Subject (a)</i>
Lesson 1	Description of the Colour, Colour Pike, Colour Belt, the Supported Order, Right Dress, Attention, Stand at Ease and Stand Easy.
Lesson 2	Slope from the Attention, Attention from the Slope, Change Colour from the Right/Left to the Left/Right Shoulder at the Halt.
Lesson 3	Marching in Slow/Quick Time, at the Slope Quick March and Halt, Change Colour from the Right/Left to the Left/Right Shoulder on the March in Quick Time.
Lesson 4	Let the Colour Fly, Catch the Colour, Royal and General Salutes with the Colour at the Halt.
Lesson 5	Eyes Right, Eyes Front in Slow and Quick Time with the Colour.

10.2 The basic lessons for Drill with Colours are contained in [Annex A](#) to [Annex E](#).

Annexes:

- A. [Lesson 1 – Description of the Colour, Colour Pike, Colour Belt, the Supported Order, Right Dress, Attention, Stand at Ease and Stand Easy](#)

- B. Lesson 2 – Slope from the Attention, Attention from the Slope, Change Colour from the Right/Left to the Left/Right Shoulder at the Halt
- C. Lesson 3 – Marching in Slow/Quick Time, at the Slope Quick March and Halt, Change Colour from the Right/Left to the Left/Right Shoulder on the March in Quick Time
- D. Lesson 4 – Let the Colour Fly, Catch the Colour, Royal and General Salutes with the Colour at the Halt
- E. Lesson 5 – Eyes Right, Eyes Front in Slow and Quick Time with the Colour

ANNEX A TO CHAPTER 10

LESSON 1 – DESCRIPTION OF THE COLOUR, COLOUR PIKE, COLOUR BELT, THE SUPPORTED ORDER, RIGHT DRESS, ATTENTION, STAND AT EASE AND STAND EASY

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning to this lesson.
6. **Approach.**

LESSON BODY

7. Any corps or unit of the Australian Army may parade the Army Banner. The Army Banner takes precedence over all other Colours on a parade. Standards or Guidons are carried by Royal Australian Armoured Corps regiments or units. Queen's and Regimental Colours are carried by RMC, infantry battalions and other designated units. Banners are carried by those corps or units that have had them presented by Royal or Vice-Regal personages. The ANF may be carried on parade by units where Standards, Guidons, Colours (including the guns of the Royal Regiment of Australian Artillery) and/or Banners are not

paraded. Except where indicated, this Manual refers to ANF, ADFE, Standards, Guidons, Colours and Banners as 'Colours'.

8. Actions by Colour ensigns are normally carried out to those words of command used for the rifle drill; however, at times, parade commanders will have to make allowances for both the drill movements and timings of the Colour Party. This chapter is to be read in conjunction with the *Army Ceremonial Manual*, Volume 1 and Volume 2, 2003. At no time is the Colour Party to adopt the position of STAND EASY on the parade ground, even though the troops may be ordered to do so.

Description

9. Colours are made of silk and measure 90 cm on the pike by 113 cm on the fly, excluding a 5 cm gold fringe and the pike pocket.
10. The Queens Colour is based on the Australian Flag. Prior to 1970, the Queens Colour was based on the Greater Union.
11. The Regimental Colour is Royal Blue for units with a Royal prefix, and Rifle Green for all other units entitled to a Colour. The main feature of a Regimental Colour is a centrally positioned modified Regimental Badge or Crest (see [Figure 10-1](#)).



Figure 10–1: Royal Military College Regimental Colour

The Colour Pike, Royal Crest, Cord and Tassels

12. The Colour Pike is 245 cm in length, is constructed of selected Ashwood, which has been French polished and fitted with a brass shoe.
13. The Gilt Royal Crest is 15 cm in height and screwed onto the top of the pike and is detachable.
14. A cord and tassels of crimson silk and gold thread is used to secure the Colour to the pike (see [Figure 10–2](#)).



Figure 10–2: Colour Pike

Colour Belts

15. Colour belts are worn over the left shoulder so that the baldrick (socket) is positioned centrally in front of the body. Buckles are provided for length adjustment. The length of the belt is to be adjusted so the lowest corner of the Colour can be held with the centre of the right hand, when it is opposite the mouth, when the pike is positioned in the baldrick and held vertically. Colour belts are not held in position by the slung equipment belt at any time.
16. Training Colour belts (only) may be positioned under the waist belt or may be secured on the right side by an improvised attachment.

Dressing the Colour

17. When the Colour is horizontal and uncased, the ensign may dress the Colour. To do this, the ensign moves the Colour closer to the body and, with the left hand, takes hold of the top left-hand corner of the Colour (the free end), brings it to the pike and raises the Colour to the vertical position. The lowest corner of the Colour should fall straight down the pike. The ensign

should grasp the lower corner of the Colour, with the right hand around the pike, and the Colour will be evenly distributed on each side of the pike. When carried at the slope, the pike will be kept covered by the overhanging of the Colour. At the changing of arms, care must be taken to see that there is the same overhang on the left shoulder as on the right. Should the Colour become disturbed, the ensign may use the free hand to move the Colour back to the correct position. This is not a drill movement and should be carried out unobtrusively.

The Supported Order Position

18. The SUPPORTED ORDER position is an improvised position for moving with the Colours at the ORDER position and when moving indoors. The Colour is to be held by the right side of body with the base of the pike adjacent to the little toe of the right foot. The Colour is to be grasped from the rear, with fingers together and extended on the right of the pike and the thumb is on the left (see [Figure 10-3](#)). The pike is lifted just clear of the ground and supported by the left hand with the left forearm horizontal across the front of the body, fingers extended and together. Once the movement is completed the pike is lowered to the ground and the left arm, returned to the side of the body.



Figure 10–3: Supported Order Position

19. When Colours are carried indoors, the drill may have to be modified so as not to damage the pike or crest. This allows the Colour to be dipped or sloped forward when moving through doorways or under low ceiling fixture.

Quick March and Halt at the Supported Order

20. **‘QUICK – MARCH’**. On the command, ‘QUICK – MARCH’, the Colour is to be raised 3 cm as the ensign steps off. Simultaneously the left hand is forced across the front of the body to support the Colour. The left forearm is horizontal, fingers together and extended in front of the pike (see [Figure 10–4](#)).



Figure 10–4: Quick March at the Supported Order

21. **‘HALT’**. On the command, ‘HALT’, halt as previously taught. The pike is to be lowered to the ground and the left arm is cut to the side of the body as the right foot is placed on the ground.

Turns at the Halt at the Supported Order

22. **‘ – TURN’**. On the executive command, ‘ – TURN’, the Colour is to be raised 3 cm and the left arm forced across the body to the SUPPORTED ORDER position. On the second movement of the turn, the pike is to be lowered to the ground and the left arm is cut to the side of the body as the foot is placed on the ground.

Dressing at the Supported Order

23. **‘RIGHT – DRESS’**. On the command, ‘RIGHT – DRESS’, the SUPPORTED ORDER position is adopted on the movement of ‘HEADS’, with the pike vertical and steady and the left arm is kept in position for the movement of the dressing. The left arm cuts to the side of the body and the pike is lowered to the ground as the right foot is placed on the ground, at the completion of the movement Eyes Front. Only the Junior

ensign is to conduct the dressing as he/she covers off the Senior ensign.

24. These movements are not conducted on ceremonial occasions, as the unit will dress off the Colours.

Attention (Carry Position) from the Order Position

25. **‘ATTEN – TION’**. On the command by numbers, **‘ATTENTION – ONE’**, the Colour is raised to a vertical position in the centre front of the body. The right forearm is lowered along the pike, for control, by rotating the wrist anticlockwise so the back of the wrist is to the front and the forearm is along the pike. At the same time, the left hand is brought to the Colour belt baldrick to guide the base of the pike into the baldrick, keep the left elbow into the body (see [Figure 10–5](#)). The fingers and thumb of the left hand are together and extended, and the back of the hand is to the front.



Figure 10–5: Attention – One

26. On the command by numbers, **‘ATTENTION – TWO’**, the left hand is cut smartly to the side and, at the same time, the right hand forces the pike into the baldrick and the forearm is raised to a horizontal position. The pike is vertical. The centre of the

right hand must be opposite the mouth, with the back of the hand facing the front, and the wrist and forearm at right angles to the pike (see [Figure 10-6](#)). No attempt is to be made to stretch the Colour downwards; if required, the Colour is to be lowered on the pike, using the cords, to suit the height of the ensign before the parade.



Figure 10-6: Attention – Two

Stand at Ease (Order Position) from the Attention (Carry Position)

27. **‘STAND AT – EASE’.** On the command by numbers, ‘STAND AT EASE – ONE’, the Colour is raised until the pike is clear of the baldrick of the colour belt, the pike is rotated anticlockwise and the right forearm is lowered onto the pike. At the same time, the left hand moves to the position of the Colour belt baldrick, with the back of the hand to the front and fingers and thumb together and extended, to control the base of the pike, as for Attention – One (see [Figure 10-7](#)).



Figure 10–7: Stand at Ease – One

- 28.** On the command by numbers, 'STAND AT EASE – TWO', the Colour is lowered to the position of the ORDER, grasping the pike with the left hand, while keeping the left forearm horizontal, thumb behind the pike and fingers together extended across the front and horizontal (see [Figure 10–8](#)).



Figure 10–8: Stand at Ease – Two

- 29.** On the command by numbers, 'STAND AT EASE – THREE', the left hand is cut to the side (see [Figure 10–9](#)). The Colour pike is held in a vertical position at the right side, the base of the pike rests on the ground, in line with and against the right little toe, with the right hand gripping the pike at the lowest corner of the Colour and the right elbow close to the side. The Colour should not be stretched tightly downwards but should be allowed to hang naturally.



Figure 10-9: Stand at Ease – Three

30. **‘STAND – EASY’.** On the command ‘STAND – EASY’, the Colour party does not move, they relax in the STAND AT EASE position (see [Figure 10-10](#)).



Figure 10-10: Stand Easy

Notes for Instructors

- 31.** The following are to be considered by the instructor when presenting this lesson:
- a. Fitting of equipment (Colour belts and slung equipment) is time consuming and should be carried out well before the lessons take place.
 - b. The first half of this lesson may be conducted on the side of the parade ground.
 - c. The ANF is not to be held against the pike, it must always fly free. The ANF is never dressed.
 - d. The ADFF, Standards, Guidons and Banners are never held, or caught. They must always fly free and they are never dressed.
 - e. Actions by ensigns are normally carried out to those words of command used for the rifle drill; however, at times, parade commanders will have to make allowances for both the drill movements and timings of the Colour Party.
 - f. Ensigns should not complete the last movement of STAND AT EASE until they are comfortable that the Colour is supported/secure.
 - g. All personnel are to wear gloves when handling Colours. This includes presentation of new Colours. Chaplains are to either wear gloves for the consecration of Colours or, if ungloved, bless the Colours with their hands poised above the Colours. Chaplains need not wear gloves when handling Colours within a church or chapel.

Common Faults

- 32.** The following are the common faults identified for this lesson:
- a. incorrect hand positions;
 - b. pike shoe placed in the incorrect position on the ground;
 - c. pike not remaining vertical;

- d. incorrect arm movements – height, elbows bent, fingers extended, thumb positioning;
- e. not locking the arms in;
- f. position of pike in the baldrick;
- g. the right hand forcing the pike into the baldrick prematurely;
- h. as the Colour Party is the centre of focus of all ceremonial activities, precision drill and sharpness is required in all movements; and
- i. incorrect cadence.

LESSON CONCLUSION

33. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

ANNEX B TO CHAPTER 10

LESSON 2 – SLOPE FROM THE ATTENTION, ATTENTION FROM THE SLOPE, CHANGE COLOUR FROM THE RIGHT/LEFT TO THE LEFT/RIGHT SHOULDER AT THE HALT

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Attention, Stand at Ease and Stand Easy.
6. **Approach.**

LESSON BODY

Slope from the Attention

7. **‘SLOPE – COLOUR’.** On the command by numbers, ‘SLOPE COLOUR – ONE’, the position is as described Stand at Ease One is adopted (see [Figure 10–11](#)).



Figure 10–11: Slope Colour – One

8. On the command by numbers, 'SLOPE COLOUR – TWO', the Colour is lowered smartly onto the right shoulder and, at the same time, the left hand is cut to the side of the body. The angle of the Colour pike is 800 mils. The right elbow is held against the side of the body and the forearm is kept horizontal, with the fingers and the thumb curled around the pike. The Colour should hang and cover the right shoulder, and fall across the pike as far down as the right hand (see [Figure 10–12](#)).



Figure 10–12: Slope Colour – Two

Attention from the Slope

9. **‘ATTEN – TION’.** On the command by numbers, ‘ATTENTION – ONE’, the Colour is raised to a vertical position in the centre front of the body by the right hand. The right forearm is lowered along the pike, for control, by rotating the wrist anticlockwise so the back of the wrist is to the front and the forearm is along the pike. At the same time, the left hand is brought to the Colour belt baldric to guide the base of the pike into the baldric, keeping the left elbow into the body (see [Figure 10–13](#)). The fingers and thumb of the left hand are together and extended, and the back of the hand is to the front.



Figure 10-13: Attention – One

10. On the command by numbers, 'ATTENTION – TWO', the left hand is cut smartly to the side and, at the same time, the right hand forces the pike into the baldrick and the right forearm is raised to a horizontal position. The pike is vertical. The centre of the right hand must be opposite the mouth, with the back of the hand facing the front and the wrist and forearm at right angles to the pike (see [Figure 10-14](#)).



Figure 10-14: Attention – Two

Change Colour from the Right to Left Shoulder at the Slope (At the Halt)

11. **‘CHANGE – COLOUR’.** On the command by numbers, ‘CHANGE COLOUR – ONE’, the left arm is forced across the front of the body and grasps the Colour and pike with the left hand immediately above the right hand.
12. On the command by numbers, ‘CHANGE COLOUR – TWO’, the Colour is raised above the head and carried across/over the head and lowered onto the left shoulder. The angle of the Colour pike is 800 mils. The left elbow is held against the side of the body and the forearm is kept horizontal, with the fingers and the thumb curled around the pike. The right hand, with the fingers and thumb, is still curled around the pike. The Colour should hang and cover the left shoulder, and fall across the pike as far down as the right hand.
13. On the command by numbers, ‘CHANGE COLOUR – THREE’, the right hand is cut smartly to the side of the body.

14. The reverse is to apply when changing the Colour from the left to the right, with the exception of the first movement where the right hand seizes the Colour and pike immediately below the left hand.

Notes for Instructor

15. The following are to be considered by the instructor when presenting this lesson:
- a. Fitting of equipment (Colour belts and slung equipment) is time consuming and should be carried out well before the lessons take place.
 - b. As the ANF is not to be held against the pike and the ADFF, Standards, Guidons and Banners are never held, or caught (they must always fly free) they are not carried at the slope.
 - c. Actions by ensigns are normally carried out to those words of command used for rifle drill; however, at times, parade commanders will have to make allowances for both the drill movements and timings of the colour party.
 - d. At the Carry Position the right forearm is horizontal with the centre of the right hand in front of the mouth.
 - e. Colours, when cased, are carried at the slope.
 - f. Colours may be carried at the slope when uncased except when on parade, marching to or from a parade or place of lodgement, or when marching in slow time.
 - g. The movements of Slope Colours are conducted on the march but, for instructional purposes, are taught initially from a static position.

Common Faults

16. The following are the common faults identified for this lesson:
- a. pike not remaining vertical;
 - b. position of forearm;

- c. arm movements – height, elbows, fist clenched, thumb curled around pike;
- d. pike not at 800 mils;
- e. colour not over shoulder;
- f. incorrect hand positions;
- g. head movement as the pike is passed over the head from shoulder to shoulder;
- h. position of pike in the baldrick; and
- i. incorrect cadence.

LESSON CONCLUSION

- 17. End of Lesson Sequence.** The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX C TO CHAPTER 10

LESSON 3 – MARCHING IN SLOW/QUICK TIME, AT THE SLOPE QUICK MARCH AND HALT, CHANGE COLOUR FROM THE RIGHT/LEFT TO THE LEFT/RIGHT SHOULDER ON THE MARCH IN QUICK TIME

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Slope from the Attention, Attention from the Slope, Change Colour from the Right/Left to the Left/Right Shoulder at the Halt.
6. **Approach.**

LESSON BODY

Marching at the Carry in Quick and Slow Time

7. **‘QUICK – MARCH’.** On the command, ‘QUICK – MARCH’, the ensign steps off with the Colour in the CARRY position and commences to swing the left arm as for quick march.
8. **‘SLOW – MARCH’.** On the command, ‘SLOW – MARCH’, the ensign steps off with the Colour in the CARRY position and keeps the left arm in by the side of the body as for slow march.

Slope Colour from the Attention (Carry Position) on the Order 'Quick March' and 'Halt'

9. **'AT THE SLOPE, QUICK – MARCH'.** On the command by catchwords, 'AT THE SLOPE, QUICK MARCH – PIKE, CHECK', the ensign steps off with the left foot and the movements for 'Stand at Ease – One', are carried out (see [Figure 10–15](#)). A check pace is then taken with the right foot.



Figure 10–15: At the Slope Quick March – Pike

10. On the command by catchwords, 'AT THE SLOPE, QUICK MARCH – LOWER, CHECK', as the left foot next comes to the ground the Colour is lowered smartly onto the right shoulder and, at the same time, the left hand is cut to the side. The angle of the Colour pike is 800 mils. The right elbow is held against the side and the forearm is kept horizontal, with the fingers and the thumb curled around the pike. The Colour should hang and cover the right shoulder, and fall across the pike as far down as the right hand. A check pace is then taken with the right foot.
11. On the command by catchwords, 'AT THE SLOPE, QUICK MARCH – SWING', as the left foot next comes to the ground the left arm is swung.

-
12. **'HALT'**. On the command 'HALT', a halt is executed with the Colour at the slope. Then after observing the regulation pause the first movement of ATTENTION from the SLOPE is executed as previously taught.
 13. After observing another regulation pause, the second movement of ATTENTION from the SLOPE is executed as previously taught.

Change Colour from the Right to the Left Shoulder

14. **'CHANGE – COLOUR'**. The command is given on successive feet ('CHANGE –' on the left foot and '– COLOUR' on the right).
15. On the command by catchwords, 'CHANGE COLOUR – PIKE, CHECK', as the left foot next comes to the ground the Colour and pike are seized with the left hand immediately above the right hand, the left elbow is kept close to the body. A check pace is then taken with the right foot.
16. When changing from left to right, the Colour and pike are seized with the right hand immediately below the left hand.
17. On the command by catchwords, 'CHANGE COLOUR – CHANGE, CHECK', as the left foot next comes to the ground the Colour is raised and carried across/over the body/head and placed on the left shoulder. A check pace is then taken with the right foot.
18. On the command by catchwords, 'CHANGE COLOUR – DOWN, CHECK', as the left foot next comes to the ground the right hand is cut smartly to the side. A check pace is then taken with the right foot.
19. The reverse is to apply when changing the Colour from left to right.
20. On the command by catchwords, 'CHANGE COLOUR – SWING', as the left foot next comes to the ground the right arm is swung.

Notes for Instructor

- 21.** The following are to be considered by the instructor when presenting this lesson:
- a. As the ANF is not to be held against the pike and the AD FE, Standards, Guidons and Banners are never held or caught (they must always fly free) they are not carried at the slope.
 - b. Colours, when cased, are carried at the slope.
 - c. Colours may be carried at the slope when uncased except when on parade, marching to or from a parade or place of lodgement, or when marching in slow time.
 - d. All movements are carried out on successive paces on the left foot.

Common Faults

- 22.** The following are the common faults identified for this lesson:
- a. pike not remaining vertical;
 - b. position of forearm;
 - c. arm movements – height, elbows, fist clenched, thumb curled around the pike;
 - d. pike not at 800 mils;
 - e. colour not over the shoulder;
 - f. incorrect hand positions;
 - g. position of pike in the baldrick;
 - h. heel-toe action;
 - i. square gaiting; and
 - j. incorrect cadence.

LESSON CONCLUSION

23. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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ANNEX D TO CHAPTER 10

LESSON 4 – LET THE COLOUR FLY, CATCH THE COLOUR, ROYAL AND GENERAL SALUTES WITH THE COLOUR AT THE HALT

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Attention from the Stand at Ease, Stand at Ease from the Attention.
6. **Approach.**

LESSON BODY

Let the Colour Fly – When at the Attention (Carry Position) Only

7. On the cautionary word of command, the Colour is released from the pike by sharply sliding the right hand down the pike then immediately back up to the original position. The cautionary word of command to act upon will be different depending on the following:
 - a. the Queen or Regimental Colour, or
 - b. who the salute is for and whether marching in slow or quick time or at the halt.
8. Reference must be made to the *Army Ceremonial Manual*, Volume 1 and Volume 2, 2003.

9. When carrying a ANF, ADFE, Standard, Guidon or Banner no action is taken, as these remain at the fly, simply remain at the CARRY position.

To Catch the Colour

10. **‘ATTEN – TION’.** On the command by numbers, ‘ATTENTION – ONE’, grasp the pike with the left hand, immediately under the right hand, with the back of the hand facing the front and both forearms along the pike (see [Figure 10–16](#)).



Figure 10–16: Catch the Colour (Attention – One)

11. On the command by numbers, ‘ATTENTION – TWO’, observe the regulation pause, then the right hand is released, the Colour is grasped and the right hand returns to the pike. If the Colour is flying to the left, the left hand is removed and the Colour is recovered, as detailed in [paragraph 10](#) and [paragraph 11](#)
12. On the command by numbers, ‘ATTENTION – THREE’, observe the regulation pause then the left arm is cut to the side

and, at the same time, the right forearm is raised to the position of the CARRY (see [Figure 10–17](#)).



Figure 10–17: Catch the Colour (Attention – Three)

13. If the wind is very strong and the Colour cannot be caught, the ensign is to go through the actions of catching the Colour, then at an appropriate time when at the halt, lower the Colour to the ORDER position, catch the Colour and resume the CARRY position.

Royal Salute with the Colour (Lower the Colour) at the Halt

14. On the cautionary word of command, 'ROYAL/GENERAL – SALUTE', the Colour is to be let fly.
15. '**ROYAL SALUTE, PRESENT – ARMS**'. On the command by numbers, 'ROYAL SALUTE, PRESENT ARMS – ONE', the pike is turned anticlockwise and raised clear of the baldrick of the Colour belt. At the same time, the right forearm is dropped onto the pike. The left arm is kept by the side of the body (see [Figure 10–18](#)).



Figure 10–18: Royal Salute, Present Arms – One (Lower the Colour)

16. On the command by numbers, 'ROYAL SALUTE, PRESENT ARMS – TWO', during the lowering of the Colour, the shoe of the pike is taken behind the back of the ensign (see [Figure 10–19](#)).



Figure 10–19: Royal Salute (Pike Behind the Back – Rear View)

17. The Colour is carried well to the right (see [Figure 10–20](#)) and it is lowered in a circular sweeping motion to a position in front of, and in line with, the right toe, with the head of the pike just clear of the ground and the Colour spread on the ground to the right of the pike (see [Figure 10–21](#)).



Figure 10–20: Royal Salute (Pike Behind the Back – Front View)



Figure 10–21: Royal Salute

Royal Salute, Present Arms (Lower the Colour) at the Halt (Wind Blowing from Right to Left)

18. If a strong wind is blowing from the right, the Colour is carried well to the left (see [Figure 10–22](#)) and lowered in a sweeping motion to a position in front of, and in line with, the right foot, with the Colour spread to the left of the pike (see [Figure 10–23](#)).



Figure 10–22: Royal Salute, Present Arms – One (Wind from Right to Left)



Figure 10–23: Royal Salute (Wind from Right to Left)

Royal Salute Present Arms (Lower the Colour) at the Halt (Wet or Muddy Conditions)

19. When the weather is wet or the ground muddy, the pike is lowered in a circular manner to a horizontal position in front of the right shoulder. The Colour is kept clear of the ground (see [Figure 10–24](#)).



Figure 10–24: Royal Salute (Wet and Muddy Conditions)

20. In all cases the pike is held under the right armpit, with the back of the hand towards the ground and the right elbow close to the body. The eyes are kept to the front when lowering the Colour. The Colour is lowered in time with the musical salute (or in cadence of eight beats in slow time).

Attention from the Royal Salute (Lower the Colour) at the Halt

21. **‘ATTEN – TION’**. On the command by numbers, ‘ATTENTION – ONE’, the Colour is raised smartly to a vertical position at the front centre of the body, with the base of the pike positioned in the baldrick by the right hand and leverage of the pike against the arm. The right forearm is along the pike with the back of the hand to the front. The left hand is simultaneously forced to a position over the baldrick as previously taught (see [Figure 10–25](#)).



Figure 10–25: Attention – One (from the Royal Salute)

- 22.** On the command by numbers, 'ATTENTION – TWO', the left hand quits its position over the baldric and grasps the pike immediately below the right hand, with the forearm along the pike as previously taught ([Figure 10–26](#)).



Figure 10–26: Attention – Two (from the Royal Salute)

23. On the command by numbers, 'ATTENTION – THREE', the Colour is caught with the right/left hand as previously taught.
24. On the command by numbers, 'ATTENTION – FOUR', the right forearm is raised to the horizontal position and, simultaneously, the left arm is returned to the CARRY position (see [Figure 10–27](#)).



Figure 10–27: Attention – Four (from the Royal Salute)

Notes for Instructor

25. The following are to be considered by the instructor when presenting this lesson:
- a. The ANF is not to be held against the pike, it must always fly free.
 - b. The ADFE, Standards, Guidons and Banners are never held or caught. They must always fly free.
 - c. The Colour is to be let fly on occasions such as the 'General Salute', and as a preliminary to lowering the Colour for a 'Royal Salute'.
 - d. The Colour is caught on the command 'ATTENTION', or after bringing the Colour to the CARRY position from the lower in the case of a 'Royal Salute'.
 - e. On the 'Royal Salute', the Colour is lowered in conjunction with the musical salute, which for instructional purposes is a cadence of eight beats in slow time.

Common Faults

- 26.** The following are the common faults identified for this lesson:
- a. pike not remaining vertical;
 - b. position of forearm;
 - c. arm movements – height, elbows, fist clenched, thumb curled around pike;
 - d. using the body when raising the pike from the lower;
 - e. incorrect hand positions;
 - f. position of pike in the baldrick; and
 - g. incorrect cadence.

LESSON CONCLUSION

- 27. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

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ANNEX E TO CHAPTER 10

LESSON 5 – EYES RIGHT, EYES FRONT IN SLOW AND QUICK TIME WITH THE COLOUR

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** Royal Salute (wet and muddy conditions), Marching in Slow and Quick Time at the Carry.
6. **Approach.**

LESSON BODY

Lower the Colour when Marching Past in Slow Time

7. **‘EYES – RIGHT (LEFT)’.** The command is given on consecutive feet (‘EYES’ is given on the left foot and ‘RIGHT’ is given on the next right foot).
8. On the cautionary word of command, ‘EYES –’, the Colour is let fly.
9. On the command by numbers, ‘EYES RIGHT (LEFT) – ONE’, as the left foot next comes to the ground, the pike is rotated anticlockwise and raised clear of the baldric of the Colour belt. At the same time, the right forearm is dropped onto the pike. The left arm is kept by the side of the body.

10. On the command by numbers, 'EYES RIGHT (LEFT) – TWO', as the right foot next comes to the ground, the Colour is carried well to the right and lowered in a circular sweeping motion to a position in front of, and in line with, the right shoulder. The numbers, 'TWO', 'THREE', 'FOUR', are used (the movement is to be equivalent to four paces in slow time, coinciding with the salute with a sword). The Colour pike is held horizontally in front of the right shoulder and resting underneath the armpit, with the Colour hanging (as previously taught for wet and muddy conditions) (see [Figure 10–28](#) and [Figure 10–29](#)).



Figure 10–28: Eyes Right/Left – Two (Colour out to the Right)



Figure 10–29: Eyes Right/Left – Two (Movement Completed)

Return to the Carry Position from the Lower

11. **‘EYES – FRONT’.** The command is given as the left foot strikes the ground.
12. On the command by catchwords, ‘EYES FRONT – CHECK, UP’, a check pace is taken with the right foot, as the left foot next comes to the ground the pike is rotated anticlockwise ensuring that the right forearm is positioned under the pike for control. At the same time, raise the Colour to the first position of the CARRY from the ORDER position. The Colour is raised with the right hand assisted by pressure of the pike under the armpit. The body must not be moved to assist in raising the Colour. At the same time, the left hand is brought to the Colour belt baldrick to guide the base of the pike into the baldrick, keep the left elbow into the body. The fingers and thumb of the left hand are together and extended, and the back of the hand is to the front (see [Figure 10–30](#)).



Figure 10–30: Eyes Front – Up

13. On the command by catchwords, ‘EYES FRONT – CHECK, HANDS’, a check pace is taken with the right foot, as the left foot next comes to the ground the pike is placed into the baldrick of the Colour belt and the pike is grasped with the left hand immediately under the right hand, with the back of the hand facing the front and both forearms along the pike (see [Figure 10–31](#)).



Figure 10–31: Eyes Front – Hands

14. On the command by catchwords, 'EYES FRONT – CHECK, CATCH', a check pace is taken with the right foot, as the left foot next comes to the ground, the right hand is released, the Colour is grasped and the right hand returned to the pike. If the Colour is flying to the left, the left hand is used and the Colour is recovered.
15. On the command by catchwords, 'EYES FRONT – CHECK, CARRY', a check pace is taken with the right foot, as the left foot next comes to the ground, the left arm is cut to the side and, at the same time, the right forearm is raised to the position of the CARRY.

Marching in Quick Time

16. 'EYES – RIGHT (LEFT)'. The command is given on consecutive left feet ('EYES' is given on the left foot and 'RIGHT' is given on the next left foot).
17. On the cautionary word of command, 'EYES –', the Colour is let fly.

-
18. **‘EYES – FRONT’.** The command is given as the left foot strikes the ground.
19. On the command by catchwords, ‘EYES FRONT – CHECK, HANDS’, a check pace is taken with the right foot, as the left foot next comes to the ground the pike is grasped with the left hand immediately under the right, with the back of the hand facing the front and both forearms along the pike (see [Figure 10–32](#)).



Figure 10–32: Eyes Front – Hands

20. On the command by catchwords, ‘EYES FRONT – CHECK, CATCH’, a check pace is taken with the right foot, as the left foot next comes to the ground the right hand is released, the Colour is grasped and the right hand returns to the pike. If the Colour is flying to the left, the left hand is used and the Colour is recovered.
21. On the command by catchwords, ‘EYES FRONT – CHECK, CARRY’, a check pace is taken with the right foot, as the left foot next comes to the ground the left arm is cut to the side and, at the same time, the right forearm is raised to the position of the CARRY.

- 22.** On the command by catchwords, 'EYES FRONT – CHECK, SWING', a check pace is taken with the right foot, as the left foot next comes to the ground the left arm is swung to the rear.

Timing of Orders for Colours and Drill with Arms on Parade

- 23.** When Colours are on parade as troops come to ATTENTION, commanders are to allow time for the ensign to complete the movements to bring the Colours to the CARRY position before continuing with the parade orders.

Colour Drill Indoors

- 24.** When Colours are carried indoors, drill may have to be modified so as not to damage the pike or crest. The Colour may be carried at the SUPPORTED ORDER; that is, the pike is lifted clear of the ground and supported by the left hand with the left forearm horizontal across the front of the body. This allows the Colour to be dipped when moving through doorways or under low ceiling fixtures.

Notes for Instructors

- 25.** The following are to be considered by the instructor when presenting this lesson:
- a. The ANF is not to be held against the pike, it must always fly free.
 - b. The ADFE, Standards, Guidons and Banners are never held or caught. They must always fly free.
 - c. Standards or Guidons are not to be lowered when marching past in quick time.
 - d. Complete the revision for this lesson at the CARRY position.
 - e. The start position is left or right foot front.
 - f. The position of the SUPPORTED ORDER can be used to move soldiers under instruction onto the parade ground.

-
- g. When Colours are at the CARRY position and slung equipment is worn, the free arm is swung while marching in quick time.
 - h. On a march past, in slow and quick time, the Colour Party remain looking to the front. On the order 'EYES – RIGHT/LEFT' only the RSM/SSM turns their head and eyes to the right, they do not salute.
 - i. If, because of strong wind, the Colour cannot be caught on returning to the CARRY position, it is to be left at the fly and caught unobtrusively when conditions allow; for example, a change in the direction or strength of the wind.
 - j. These drill movements are executed when approaching and leaving the saluting base; therefore, it is essential they be practiced to the highest possible degree of proficiency.

Slow Time

- 26. The Colour is to be let fly on the cautionary word of command 'EYES –' and lowered, in slow time only, on the executive word of command '– RIGHT'.
- 27. The Colour is to be brought to the CARRY position on the command 'EYES – FRONT'.

Quick Time

- 28. When marching in quick time the Colour is let fly on the cautionary word of command, 'EYES –'.
- 29. When marching in quick time the Colour is not lowered on the command '– RIGHT'.
- 30. The Colour is caught on the command 'EYES – FRONT'.

Common Faults

- 31. The following are the common faults identified for this lesson:
 - a. pike not remaining vertical or horizontal as required in the respective movement;

- b. position of forearm;
- c. arm movements – height, elbows, fist clenched, thumb curled around pike; and
- d. the pike not lowered to the correct cadance or over the correct number of paces.

LESSON CONCLUSION

32. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clarification of doubtful points;
- b. a test of objectives;
- c. a summary;
- d. the statement of relevance;
- e. safety precautions (if applicable);
- f. the preview of next instruction; and
- g. dismissal.

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CHAPTER 11

PROCEDURAL DRILL

11.1 This chapter contains Procedure Drills and are enclosed in the following lessons as listed in [Table 11–1](#).

Table 11–1: Procedural Drills

<i>Reference</i>	<i>Subject</i>
Lesson 1	Duties of a Firing Party at the Gravesite at a Military Funeral.
Lesson 2	Catafalque Party at the Church.
Lesson 3	Bearer Party at the Church.
Lesson 4	Catafalque Party at Anzac Day.
Lesson 5	Unlodge and Lodge the Colours, March the Colours On and Off the Regimental Parade Ground.
Lesson 6	A Sub-unit Administration Parade.
Lesson 7	Bearer Party at the Grave Side.

11.2 The Procedure Drills are contained in [Annex A](#) to [Annex G](#).

Annexes:

- A. [Procedural Lesson 1 – Duties of a Firing Party at the Gravesite at a Military Funeral](#)
- B. [Procedural Lesson 2 – Catafalque Party at the Church](#)
- C. [Procedural Lesson 3 – Bearer Party at the Church](#)
- D. [Procedural Lesson 4 – Catafalque Party at Anzac Day](#)
- E. [Procedural Lesson 5 – Unlodge and Lodge the Colours, March the Colours On and Off the Regimental Parade](#)

Ground

- F. **Procedural Lesson 6 – A Sub-unit Administration Parade**
- G. **Procedural Lesson 7 – Bearer Party at the Grave Side**

ANNEX A TO CHAPTER 11

PROCEDURAL LESSON 1 – DUTIES OF A FIRING PARTY AT THE GRAVESITE AT A MILITARY FUNERAL

INSTRUCTOR NOTES

1. **Reference.** The procedures listed in this annex are based on *Army Ceremonial Manual*, Volume 1, 2003 [Chapter 18] and this publication. The lesson is to be taught in the format detailed in [Annex B to Chapter 1](#).
2. **Timings.** One 40-minute period.
3. **Stores.**
4. **Reconnaissance.**
5. **Mark the Area.** This is to replicate the venue where the activity is to be conducted.

LESSON INTRODUCTION

6. Safety precautions.

CAUTION

Safety precautions should have been conducted when drawing the weapons and prior to arrival at the lesson. Safety precautions are also required to be conducted before weapons are returned to storage. The OIC is responsible. As blank rounds are fired in this lesson, hearing protection must be worn by participants and instructors.

7. Participants are assembled (compliments paid to officers).

-
8. Accoutrements check and allocation/confirmation of appointments.
 9. Approach (encompassing promoting the desire to learn [arousal], aim and reason for learning).
 10. Statement of objectives, including the standard to be achieved.
 11. Description of the training environment and layout of the area for the lesson.
 12. Movement of the participants to their start position.
 13. Summary of the stages to be taught in the lesson.

LESSON BODY

14. The lesson is to include:
 - a. the arrival at the church;
 - b. the receiving of the coffin into the funeral procession;
 - c. movement to the cemetery;
 - d. disengaging from the procession;
 - e. reforming with the procession;
 - f. the movement of the procession through the firing party;
 - g. the procedure for firing volleys;
 - h. the concluding ceremonial procedure is completed;
 - i. words of command are delivered in a sotto voce (where applicable); and
 - j. procedures not covered by words of command are described correctly.

LESSON CONCLUSION

15. The conclusion comprises the following:
 - a. clear up doubtful points;

- b. confirm a key stage;
- c. provide feedback (procedure and personal drill faults);
- d. the standard reached;
- e. main points any movements/actions the instructor considers important to the procedure;
- f. summary (aim of, and reason for the lesson);
- g. the preview of next instruction (next lesson on subject, next lesson on syllabus);
- h. dismiss squad (compliments payed to officers); and
- i. safety precautions (if required).

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ANNEX B TO CHAPTER 11

PROCEDURAL LESSON 2 – CATAFALQUE PARTY AT THE CHURCH

INSTRUCTOR NOTES

1. **Reference.** The procedures listed in this annex are based on *Army Ceremonial Manual*, Volume 1, 2003 [Chapter 18] and this publication. The lesson is to be taught in the format detailed in [Annex B to Chapter 1](#).
2. **Timings.** One 40-minute period.
3. **Stores.**
4. **Reconnaissance.**
5. **Mark the Area.** This is to replicate the venue where the activity is to be conducted.

LESSON INTRODUCTION

6. Safety precautions.

CAUTION

Safety precautions should have been conducted when drawing the weapons and prior to arrival at the lesson. Safety precautions are also required to be conducted before weapons are returned to storage. The OIC is responsible.

7. Participants are assembled (compliments paid to officers).
8. Accoutrements check and allocation/confirmation of appointments.
9. Approach (encompassing promoting the desire to learn [arousal], aim and reason for learning).

10. Statement of objectives, including the standard to be achieved.
11. Description of the training environment and layout of the area for the lesson.
12. Movement of the participants to their start position.
13. Summary of the stages to be taught in the lesson.

LESSON BODY

14. The lesson is to include:
 - a. occasions when mounted,
 - b. composition and seniority,
 - c. mounting,
 - d. relief of an ill sentry,
 - e. action on a sentry being spoken to,
 - f. both dismounts, and
 - g. words of command are described correctly.

LESSON CONCLUSION

15. The conclusion comprises the following:
 - a. clear up doubtful points;
 - b. confirm a key stage;
 - c. provide feedback (procedure and personal drill faults);
 - d. standard reached;
 - e. main points the movements/actions the instructor considers important to the procedure;
 - f. summary (aim of and reason for the lesson);
 - g. the preview of next instruction (next lesson on the subject, next lesson on the syllabus);

- h. dismiss squad (compliments payed to officers); and
- i. safety precautions (if required).

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ANNEX C TO CHAPTER 11

PROCEDURAL LESSON 3 – BEARER PARTY AT THE CHURCH

INSTRUCTOR NOTES

1. **Reference.** The procedures listed in this annex are based on the *Army Ceremonial Manual*, Volume 1, 2003 [Chapter 18] and this publication. The lesson is to be taught in the format detailed in [Annex B to Chapter 1](#).
2. **Timings.** One 40-minute period.
3. **Stores.**
4. **Reconnaissance.**
5. **Mark the Area.** This is to replicate the venue where the activity is to be conducted.

LESSON INTRODUCTION

6. Safety precautions (if required).
7. Participants are assembled (compliments paid to officers).
8. Accoutrements check and allocation/confirmation of appointments.
9. Approach (encompassing promoting the desire to learn [arousal], aim and reason for learning).
10. Statement of objectives, including the standard to be achieved.
11. Description of the training environment and layout of the area for the lesson.
12. Movement of the participants to their start position.
13. Summary of the stages to be taught in the lesson.

LESSON BODY

14. The lesson is to include:
- a. composition,
 - b. responsibilities of the OC Bearer Party,
 - c. responsibilities of the members, and
 - d. words of command are described correctly.

LESSON CONCLUSION

15. The conclusion comprises the following:
- a. clear up doubtful points;
 - b. confirm a key stage;
 - c. provide feedback (procedure and personal drill faults);
 - d. standard reached;
 - e. main points the movements/actions the instructor considers important to the procedure;
 - f. summary (aim of and reason for the lesson);
 - g. the preview of next instruction (next lesson on the subject, next lesson on the syllabus);
 - h. dismiss squad (compliments payed to officers); and
 - i. safety precautions (if required).

ANNEX D TO CHAPTER 11

PROCEDURAL LESSON 4 – CATAFALQUE PARTY AT ANZAC DAY

INSTRUCTOR NOTES

1. **Reference.** The procedures listed in this annex are based on the *Army Ceremonial Manual*, Volume 1, 2003 [Chapter 20 and Chapter 21] and this publication. The lesson is to be taught in the format detailed in [Annex B to Chapter 1](#).
2. **Timings.** One 40-minute period.
3. **Stores.**
4. **Reconnaissance.**
5. **Mark the Area.** This is to replicate the venue where the activity is to be conducted.

LESSON INTRODUCTION

6. Safety precautions (if required).
7. Participants are assembled (compliments paid to officers).
8. Accoutrements check and allocation/confirmation of appointments.
9. Approach (encompassing promoting the desire to learn [arousal], aim and reason for learning).
10. Statement of objectives, including the standard to be achieved.
11. Description of the training environment and layout of the area for the lesson.
12. Movement of the participants to their start position.
13. Summary of the stages to be taught in the lesson.

LESSON BODY

14. The lesson is to include:
- a. occasions when mounted,
 - b. composition and seniority,
 - c. mounting,
 - d. relief of an ill sentry,
 - e. wreath orderly,
 - f. flag orderly,
 - g. dismount, and
 - h. words of command are described correctly.

LESSON CONCLUSION

15. The conclusion comprises the following:
- a. clear up doubtful points;
 - b. confirm a key stage;
 - c. provide feedback (procedure and personal drill faults);
 - d. standard reached;
 - e. main points the movements/actions the instructor considers important to the procedure;
 - f. summary (aim of and reason for the lesson);
 - g. the preview of next instruction (next lesson on the subject, next lesson on the syllabus);
 - h. dismiss squad (compliments payed to officers); and
 - i. safety precautions (if required).

ANNEX E TO CHAPTER 11

PROCEDURAL LESSON 5 – UNLODGE AND LODGE THE COLOURS, MARCH THE COLOURS ON AND OFF THE REGIMENTAL PARADE GROUND

INSTRUCTOR NOTES

1. **Reference.** The procedures listed in this annex are based on the *Army Ceremonial Manual*, Volume 1, 2003 [Chapter 5] and this publication. The lesson is to be taught in the format detailed in [Annex B to Chapter 1](#).
2. **Timings.** One 40-minute period.
3. **Stores.**
4. **Reconnaissance.**
5. **Mark the Area.** This is to replicate the venue where the activity is to be conducted.

LESSON INTRODUCTION

6. Safety precautions (if required).
7. Participants are assembled (compliments paid to officers).
8. Accoutrements check and allocation/confirmation of appointments.
9. Approach (encompassing promoting the desire to learn [arousal], aim and reason for learning).
10. Statement of objectives, including the standard to be achieved.
11. Description of the training environment and layout of the area for the lesson.
12. Movement of the participants to their start position.

13. Summary of the stages to be taught in the lesson.

LESSON BODY

14. The lesson is to include:
- a. describe the composition of a Colour Party;
 - b. the forming up procedure of the Colour Escort at the Officers' Mess;
 - c. Unlodging the Colours (in a Display Case) at the Officers' Mess and Falling In;
 - d. march the Colours to the Regimental Parade Ground;
 - e. positioning of Colours on parade;
 - f. March the Colours off the parade ground;
 - g. Lodging the Colours in the Officers' Mess;
 - h. Dismissal of the Colour Escort at the Officers' Mess; and
 - i. words of command are described correctly.

LESSON CONCLUSION

15. The conclusion comprises the following:
- a. clear up doubtful points;
 - b. confirm a key stage;
 - c. provide feedback (procedure and personal drill faults);
 - d. standard reached;
 - e. main points the movements/actions the instructor considers important to the procedure;
 - f. summary (aim of and reason for the lesson);
 - g. the preview of next instruction (next lesson on the subject, next lesson on the syllabus);

- h. dismiss squad (compliments payed to officers); and
- i. safety precautions (if required).

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ANNEX F TO CHAPTER 11

PROCEDURAL LESSON 6 – A SUB-UNIT ADMINISTRATION PARADE

INSTRUCTOR NOTES

1. **Reference.** The procedures listed in this annex are based on details in this publication. The lesson is to be taught in the format detailed in [Annex B to Chapter 1](#).
2. **Timings.** One 40-minute period.
3. **Stores.**
4. **Reconnaissance.**
5. **Mark the Area.** This is to replicate the venue where the activity is to be conducted.

LESSON INTRODUCTION

6. Safety precautions (if required).
7. Participants are assembled (compliments paid to officers).
8. Accoutrements check and allocation/confirmation of appointments.
9. Approach (encompassing promoting the desire to learn [arousal], aim and reason for learning).
10. Statement of objectives, including the standard to be achieved.
11. Description of the training environment and layout of the area for the lesson.
12. Movement of the participants to their start position.
13. Summary of the stages to be taught in the lesson.

LESSON BODY

- 14.** The lesson is to include:
- a. march on;
 - b. dressing;
 - c. roll call;
 - d. reports;
 - e. CQMS moves on parade;
 - f. officers fall in;
 - g. handover;
 - h. officers fall out;
 - i. handover;
 - j. company quartermaster sergeant moves off parade;
 - k. march off; and
 - l. words of command are described correctly.

LESSON CONCLUSION

- 15.** The conclusion comprises the following:
- a. clear up doubtful points;
 - b. confirm a key stage;
 - c. provide feedback (procedure and personal drill faults);
 - d. standard reached;
 - e. main points that the movements/actions the instructor considers important to the procedure;
 - f. summary (aim of and reason for the lesson);
 - g. the preview of next instruction (next lesson on the subject, next lesson on the syllabus);

- h. dismiss squad (compliments payed to officers); and
- i. safety precautions (if required).

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ANNEX G TO CHAPTER 11

PROCEDURAL LESSON 7 – BEARER PARTY AT THE GRAVE SIDE

INSTRUCTORS NOTES

1. **Reference.** The procedures listed in this publication are based on the *Army Ceremonial Manual*, Volume 1, 2003 [Chapter 18] and this publication. The lesson is to be taught in the format detailed in [Annex B to Chapter 1](#).
2. **Timings.** One 50-minute period.
3. **Stores.**
4. **Reconnaissance.**
5. **Mark the Area.** This is to replicate the venue where the activity is to be conducted.

LESSON INTRODUCTION

6. Safety precautions (if required).
7. Participants are assembled (compliments paid to officers).
8. Accoutrements check and allocation/confirmation of appointments.
9. Approach (encompassing promoting the desire to learn [arousal], aim and reason for learning).
10. Statement of objectives, including the standard to be achieved.
11. Description of the training environment and layout of the area for the lesson.
12. Movement of the participants to their start position.
13. Summary of the stages to be taught in the lesson.

LESSON BODY

- 14.** The lesson is to include:
- a. reforming,
 - b. removal of the coffin from gun carriage,
 - c. placement of the coffin over the gravesite,
 - d. removal of accoutrements,
 - e. floral tributes,
 - f. final ceremonial aspects,
 - g. responsibility for accoutrements, and
 - h. words of command are described correctly.

LESSON CONCLUSION

- 15.** The conclusion comprises the following:
- a. clear up doubtful points;
 - b. confirm a key stage;
 - c. provide feedback (procedure and personal drill faults);
 - d. standard reached;
 - e. main points that the movements/actions the instructor considers important to the procedure;
 - f. summary (aim of and reason for the lesson);
 - g. the preview of next instruction (next lesson on the subject, next lesson on the syllabus);
 - h. dismiss squad (compliments payed to officers); and
 - i. safety precautions (if required).

CHAPTER 12

LANCE DRILL

12.1 This chapter contains Drill with a Lance and is enclosed in the following lessons as listed in [Table 12-1](#).

Table 12-1: Drill with a Lance

<i>Reference</i>	<i>Subject</i>
Lesson 1	Description of the Lance, Attention, Stand at Ease, Stand Easy, Stand at Ease from Stand Easy, Attention from Stand at Ease, Present Arms, Attention from the Present Arms, Short Trail, Halt, Marching in Quick Time and Marching in Slow Time and Halt.

12.2 The Drill with a Lance is contained in [Annex A](#).

Annex:

- A. [Lesson 1 – Description of the Lance, Attention, Stand at Ease, Stand Easy, Stand at Ease from Stand Easy, Attention from Stand at Ease, Present Arms, Attention from the Present Arms, Short Trail, Halt, Marching in Quick Time and Marching in Slow Time and Halt](#)

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ANNEX A TO CHAPTER 12

LESSON 1 – DESCRIPTION OF THE LANCE, ATTENTION, STAND AT EASE, STAND EASY, STAND AT EASE FROM STAND EASY, ATTENTION FROM STAND AT EASE, PRESENT ARMS, ATTENTION FROM THE PRESENT ARMS, SHORT TRAIL, HALT, MARCHING IN QUICK TIME AND MARCHING IN SLOW TIME AND HALT

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning for this period.
6. **Approach.**

LESSON BODY

Description

7. The lance used by Royal Australian Armoured Corps units is based on the British Lance, Pattern 1894, ASH Stave, with flag and sling. The lance has no significance as a Colour, it is used to add pomp and ceremony to Royal Australian Armoured Corps unit parades.

Attention

8. **‘ATTEN – TION’.** On the command, ‘ATTEN – TION’, the position of ATTENTION is adopted with the lance held at the right side and the base of the lance is on the ground, in line with the little toe of the right foot. The lance is held upright and into the right shoulder with the right hand. The wrist is in front of the lance, forefinger extended and pointing down the shaft. The thumb is to the left, straight, extended downwards and touching the leg. The elbow is kept as straight as possible and tucked well in to the right side. This position is also known as the ORDER position (see [Figure 12–1](#)).



Figure 12–1: The Lance – Attention

Stand at Ease

9. **‘STAND AT – EASE’.** On the command, ‘STAND AT – EASE’, the foot movement for STAND AT EASE is carried out. At the same time, the right hand is released and the lance is allowed to fall forward. The right hand regrips the lance in a position from which the right arm is straight and parallel with the ground. The arm is kept fully extended to the front, in line with the shoulder. The thumb and fingers are wrapped around the lance, keeping the thumb to the left, and the back of the hand

to the right. Shoulder movements should be avoided when pushing the lance forward (see [Figure 12-2](#)).



Figure 12-2: The Lance – Stand at Ease

Stand Easy

10. **‘STAND – EASY’.** On the command, ‘STAND – EASY’, after observing the regulation pause, the body is relaxed and the STAND AT EASE position is maintained.

Stand at Ease from Stand Easy

11. **‘SQUAD’, ‘SQUADRON’ or ‘REGIMENT’.** When an order such as ‘SQUAD’, ‘SQUADRON’ or ‘REGIMENT’ is given, the body is braced and the position of STAND AT EASE is resumed.

Attention from Stand at Ease

12. **‘ATTEN – TION’.** On the command, ‘ATTEN – TION’, the left foot is raised and the ATTENTION position is resumed. At the same time, without moving the base of the lance, it is flicked back into the right shoulder, quitting the grip with the right hand and regrasping the lance as for the ATTENTION position.

Present Arms

13. **‘PRESENT – ARMS’.** On the command by numbers, ‘PRESENT ARMS – ONE’, the lance is forced to a central position in front of the body with the right hand. During the movement, the lance is maintained in an upright position keeping it 7.5 cm in front of the body. The fingers of the right hand are kept together and wrapped around the lance, the thumb curled over the fingers. The right forearm is kept parallel to the ground with the elbow kept close to the side.
14. On the command by numbers, ‘PRESENT ARMS – TWO’, after observing the regulation pause, the right foot is raised and placed in the position as for drill with a rifle (Present Arms – Two) with the right instep against the left heel forming an angle of 530 mils. On the downward movement of the foot, the left arm is moved smartly from the side, the hand is opened, palm touching the lance, fingers together and extended to the right, thumb on top of the forefinger, back of the hand facing the front with the left forearm kept parallel to the ground. The forearm, wrist and fingers form a straight line (see [Figure 12–3](#)).



Figure 12–3: The Lance – Present Arms

Attention from the Present

15. **'ATTEN – TION'.** On the command by numbers, 'ATTENTION – ONE', the lance is gripped with the left hand and forced back into the right shoulder. At the same time, the grip of the right hand is changed and the pike is positioned as for ATTENTION is adopted. The base of the lance is maintained 3 cm off the ground.
16. On the command by numbers, 'ATTENTION – TWO', the right foot is raised and placed smartly beside the left foot as for the ATTENTION position. As the right foot is moving downward, the grip of the left hand is released on the lance and the left arm is cut to the side of the body and the pike base is placed on the ground.

Short Trail

17. The SHORT TRAIL position is adopted in preparation for marching or turning. To adopt the SHORT TRAIL position, raise the lance 6 cm from the ground by slightly bending the right elbow. The lance is to be kept upright and held into the shoulder.
18. The SHORT TRAIL position is adopted on the cautionary word of command for slow or quick march and turns at the halt (see [Figure 12-4](#)).



Figure 12–4: The Lance – Short Trail

Halt

19. After executing a halt or a turn at the halt, observe the regulation pause then lower the shoe of the lance smartly to the ground to resume the position of ATTENTION.

Marching in Quick Time

20. **‘QUICK – MARCH’**. On the cautionary word of command, the SHORT TRAIL position is adopted; on the executive word of command, the soldier steps off and marches as with the rifle.

Marching in Slow Time

21. **‘SLOW – MARCH’**. On the cautionary command, the SHORT TRAIL position is adopted; on the executive command, the soldier steps off and marches as with the rifle.

Notes for Instructor

22. The following are to be considered by the instructor when presenting this lesson:
 - a. This lesson is best taught on an incline at double arms interval.

- b. Accurate, swift and graceful movements are essential to good lance drill.
- c. This drill is only carried out by Royal Australian Armoured Corps units.
- d. Additional practice and revision periods are required to reach the standards of drill expected on ceremonial occasions.

Common Faults

- 23.** The following are the common faults identified for this lesson:
- a. lance not remaining vertical;
 - b. position of the left forearm on Present Arms;
 - c. arm movements – height, elbows, fist clenched, thumb curled around pike; and
 - d. lance raised the incorrect height at the Short Trail.

LESSON CONCLUSION

- 24. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives;
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

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CHAPTER 13

PISTOL DRILL – 9 MM BROWNING

13.1 This chapter contains Pistol Drill and is enclosed in the following lesson as listed in [Table 13–1](#).

Table 13–1: Pistol Drill

<i>Reference</i>	<i>Subject</i>
Lesson 1	Draw Pistols, Return Pistols and Examine Pistols.

13.2 The drill for the 9 mm Browning Pistol is contained in [Annex A](#).

Annex:

- A. [Lesson 1 – Draw Pistols, Return Pistols and Examine Pistols](#)

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ANNEX A TO CHAPTER 13

LESSON 1 – DRAW PISTOLS, RETURN PISTOLS AND EXAMINE PISTOLS

INSTRUCTOR NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

4. **Preliminaries.**
5. **Revision.** There is no associated learning for this period.
6. **Approach.**

LESSON BODY

7. This chapter describes the drills to be used when the 9 mm Browning pistol is worn and carried on ceremonial occasions. The information contained in this chapter is not to be confused with weapon handling drills for the 9 mm Browning pistol.
8. This pistol is carried for drill purposes in the standard holster, which is attached to the waist belt by the holster loop. The holster is worn on the left side of the body, with the butt of the pistol to the front and the straight edge of the holster 25 mm in front of the side seam of the trousers. The lanyard attached to the pistol is worn around the neck and under the collar, with the sliding knot central and in line with the buttons of the breast pockets.

Draw Pistols

9. **'DRAW – PISTOLS'**. On the command by numbers, 'DRAW PISTOLS – ONE', the fingers of the left hand are used to open and hold the flap of the holster. The left forearm is kept parallel to the ground and the fingers of the left hand are clenched.
10. On the command by numbers, 'DRAW PISTOLS – TWO', the right hand is brought across the body. The fingers are extended and used to slap the holster. The pistol grip is seized with the fingers and thumb around the butt and the forefinger outside the trigger guard.
11. On the command by numbers, 'DRAW PISTOLS – THREE', the pistol is drawn from the holster and carried to the right side of the body. The pistol is held forward and upward at an angle of 800 mils, in extension of the forearm. The upper arm is held vertical against the body with the elbow tucked in. At the same time, the left arm is forced to the position of ATTENTION. The holster is not secured.

Return Pistols from Draw Pistols

12. **'RETURN – PISTOLS'**. On the command by numbers, 'RETURN PISTOLS – ONE', with the left hand, the flap of the holster is opened and the flap is held open with the fingers extended and the left forearm horizontal and to the rear of the body.
13. On the command by numbers, 'RETURN PISTOLS – TWO', the pistol is returned to the holster. The thumb of the left hand is used to hold open the flap of the holster and the fingers of the left hand are inserted into the mouth of the holster to assist with the return. The soldier performing the drill must not look down.
14. On the command by numbers, 'RETURN PISTOLS – THREE', both hands are used to button the flap of the holster to the count of six beats of quick time.
15. On the command by numbers, 'RETURN PISTOLS – FOUR', both arms are cut to the sides.

Examine Pistols from Draw Pistols

16. **‘EXAMINE – PISTOLS’.** On the command by numbers, ‘EXAMINE PISTOLS – ONE’, with the pistol in the draw pistols position, the left arm is brought across the body and the rear of the slide is gripped with the fingers and thumb, the heel of the hand rests on the top of the slide and the thumb points towards the body.
17. On the command by numbers, ‘EXAMINE PISTOLS – TWO’, the slide is drawn fully to the rear using the left hand and the slide-locking lever is applied with the thumb of the right hand.
18. On the command by numbers, ‘EXAMINE PISTOLS – THREE’, the left arm is cut to the side. The pistol is retained in the draw pistols position.

Return Pistols from Examine Pistols

19. **‘RETURN – PISTOLS’.** On the command by numbers, ‘RETURN PISTOLS – ONE’, the thumb catch is depressed on the slide-locking lever with the thumb of the right hand.
20. On the command by numbers, ‘RETURN PISTOLS – TWO’, the action is fired and the forefinger is placed outside the trigger guard.
21. On the command by numbers, ‘RETURN PISTOLS – THREE’, the movements of RETURN PISTOLS from DRAW PISTOLS are carried out.

Note for Instructors

CAUTION

Safety precautions should have been conducted when drawing the weapons and prior to arrival at the lesson. Safety precautions are also required to be conducted before weapons are returned to storage. The OIC is responsible.

22. For this drill, an empty magazine must be in the weapon.

- 23.** This drill is most likely only carried out by Royal Australian Armoured Corps and RACMP units.

Common Faults

- 24.** The following are the common faults identified for this lesson:
- a. angle of the weapon incorrect;
 - b. position of the forearm;
 - c. arm/hand; and
 - d. failing to secure the holster on return pistols.

LESSON CONCLUSION

- 25. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clarification of doubtful points;
 - b. a test of objectives
 - c. a summary;
 - d. the statement of relevance;
 - e. safety precautions (if applicable);
 - f. the preview of next instruction; and
 - g. dismissal.

CHAPTER 14

SUB-UNIT DRILL

14.1 This chapter contains Drill for a Sub-unit and is enclosed in the following lessons as below in [Table 14–1](#).

Table 14–1: Sub-unit Drill

<i>Reference</i>	<i>Subject</i>
Lesson 1	Formations and Positions (Line), Column of Threes, Column of Route, Dressing and Inspections.
Lesson 2	Sub-unit in Column of Platoons or Close Column of Platoons, Right Dress, Reporting, Forming up in Columns and Close Columns of Platoons, Falling In and Falling Out the Officers.
Lesson 3	Close Column of Platoons Forming Column of Threes, Column of Threes Forming Close Column of Platoons at The Left Facing a Flank, Close Column of Platoons Forming Column of Platoons, Requirements for a Close Column when Halted and then Required to Step Off in Column of Platoons.
Lesson 4	Column of Platoons Forming Close Column of Platoons, Close Column of Platoons Moving to a Flank in Threes, Column of Platoons Forming Line Facing a Flank, Line Forming Column of Platoons Facing a Flank, Column of Threes Forming Column of Platoons Facing a Flank, Column of Platoons Forming Column of Threes Facing a Flank.

-
- 14.2** The basic lessons for Sub-unit drills are contained in [Annex A](#) to [Annex D](#). These lessons are best taught using the Procedural Drill Lesson Format in [Annex B to Chapter 1](#).
- 14.3** Throughout this chapter the word platoon/company also means troop/squadron size organisations. CSM also means SSM. company quartermaster sergeant also means SQMS.

Annexes:

- A. [Lesson 1 – Formations and Positions – Line, Column of Threes, Column of Route, Dressing and Inspections](#)
- B. [Lesson 2 – Sub-unit in Column of Platoons or Close Column of Platoons, Right Dress, Reporting, Forming up in Columns and Close Columns of Platoons, Falling In and Falling Out the Officers](#)
- C. [Lesson 3 – Close Column of Platoons Forming Column of Threes, Column of Threes Forming Close Column of Platoons at the Left Facing a Flank, Close Column of Platoons Forming Column of Platoons, Requirements for a Close Column when Halted and then Required to Step Off in Column of Platoons](#)
- D. [Lesson 4 – Column of Platoons Forming Close Column of Platoons, Close Column of Platoons Moving to a Flank in Threes, Column of Platoons Forming Line Facing a Flank, Line Forming Column of Platoons Facing a Flank, Column of Threes Forming Column of Platoons Facing a Flank, Column of Platoons Forming Column of Threes Facing a Flank](#)

ANNEX A TO CHAPTER 14

LESSON 1 – FORMATIONS AND POSITIONS – LINE, COLUMN OF THREES, COLUMN OF ROUTE, DRESSING AND INSPECTIONS

INSTRUCTORS NOTES

1. **Timings.** One 40-minute period.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

Form Up Squad

4. Attendance/appointments check.
5. Safety precautions (if applicable).
6. Arousal.
7. Approach.
8. Layout.
9. Move squad to start position.
10. **Revision.** Forming Up on Parade, Right Dress and Eyes Front, Fronts and Flanks.

LESSON BODY

11. Platoon drill is taught as an essential preliminary to company drill and is of particular importance in building up the team spirit of the platoon.

Formations and Positions

12. The three formations for platoon drill are as follows:

- a. line,
- b. column of threes, and
- c. column of route.

Platoon in Line

13. The platoon forms up in three ranks. The PL COMD is three paces in front of the centre of the platoon and the PL SGT, three paces to the rear of the centre. The PL COMD, centre file and PL SGT are covered off, with the centre soldier of the front rank guiding the PL COMD, as required (see [Figure 14-1](#)).

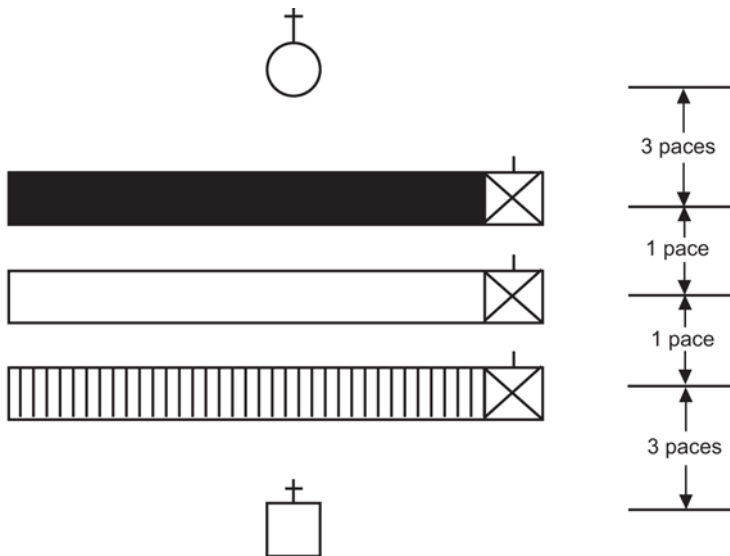


Figure 14-1: Platoon in Line

14. For a parade other than a drill or ceremonial parade, platoons may form up in line as follows:
- Each section forms one rank, with the SECT COMD on the right and the 2IC on the left. The PL COMD is three paces in front of the centre of the platoon and the PL SGT, three paces to the rear.
 - If the platoon is to be inspected, the platoon falls in or is brought to the OPEN ORDER position.

A Platoon in Column of Threes

15. A platoon in column of threes is in exactly the same formation as line, but facing a flank. This is the normal formation for drill when moving to a flank in threes (see [Figure 14-2](#)).

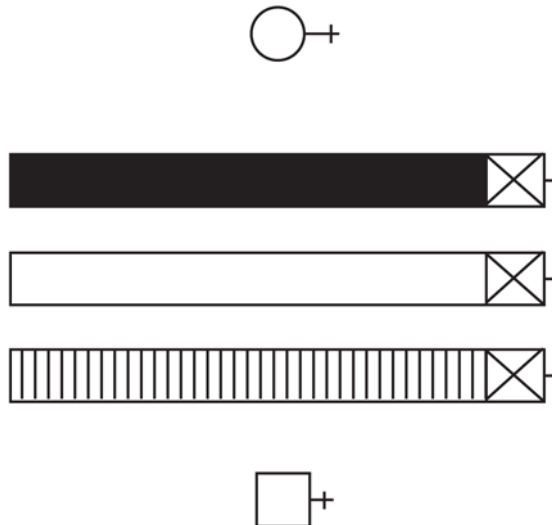


Figure 14-2: Platoon in Column of Threes

A Platoon in Column of Route

16. Column of route is as for column of threes, except that the PL COMD is three paces in front of the centre file, and the PL SGT is three paces to the rear of the centre file (see [Figure 14-3](#)).

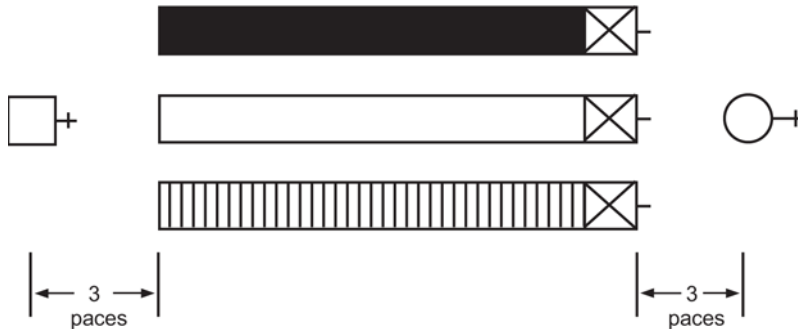


Figure 14-3: Platoon in Column of Route

Dressing

17. When the platoon is in line, the PL COMD gives the command, 'RIGHT – DRESS', and the soldiers act as in squad drill.
18. On the command, 'RIGHT – DRESS', the PL COMD turns about to face the platoon and adjusts their position.
19. The PL SGT executes a right turn, observes the regulation pause, and marches out by the shortest route to a position five paces to the right flank of and level with the front rank and halts, observes a regulation pause, then turns left and dresses the platoon.
20. They dress the front, centre and rear ranks in that order. As the dressing of each rank is completed, the PL SGT orders 'FRONT (CENTRE) (REAR) RANK – STEADY' before they execute a turn, observe the regulation pause and move to dress the next rank.
21. When the rear rank has been dressed, they turn right, observe the regulation pause and return to the position from which they

dressed the front rank (if marching under three paces the arms remain by the side), and gives the command 'EYES – FRONT'. They then execute a left turn, observe the regulation pause, and march to their original position in the platoon, halt, observe the regulation pause and right turns.

22. If there are several platoons on parade, PL SGT must work together.
23. PL SGT independently but simultaneously dress their platoon ranks. Once the dressing is complete the PL SGT for the lead platoon then orders. '... PLATOON, FRONT RANK – STEADY'. Each PL SGT in succession does likewise. Once the rear rank dressing is complete and PL SGT have returned to the front rank position, the lead PL SGT commences with '... PLATOON – STEADY' and the PL SGT follow in succession.
24. After all PL SGT have given steady, the lead PL COMD gives the command '... PLATOON, EYES – FRONT', and PL COMD follow in succession.
25. On the command, 'EYES – FRONT', the PL COMD turns about to face the front.

Inspections

26. The PL SGT is responsible for preparing the platoon for inspection.
27. The PL COMD inspects for dress and cleanliness. The PL SGT accompanies the PL COMD and notes any faults. If the inspection is to be long and detailed, ranks not being inspected should be stood at ease.
28. See [Section 1-6](#).
29. Weapons are inspected for external cleanliness only, in conjunction with the dress inspection.

Notes for Instructor

30. The instructor is to consider that their lesson is best rehearsed with all officers and the NCO using models, magnetic disc or whiteboard.

Common Faults

- 31.** The following are the common faults identified for this lesson:
- a. as for Marching and Halt in Quick Time,
 - b. as for Number and Prove,
 - c. as for Right Dress and Eyes Front,
 - d. as for Fronts and Flanks,
 - e. as for Adjust Dress, and
 - f. as for Turns at the Halt.

LESSON CONCLUSION

- 32. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clear up doubtful points;
 - b. a test of objectives (confirm a key stage);
 - c. summary (feedback);
 - d. main points (no more than two points);
 - e. statement of relevance;
 - f. the preview of next instruction;
 - g. safety precautions (if applicable); and
 - h. dismissal.

ANNEX B TO CHAPTER 14

LESSON 2 – SUB-UNIT IN COLUMN OF PLATOONS OR CLOSE COLUMN OF PLATOONS, RIGHT DRESS, REPORTING, FORMING UP IN COLUMNS AND CLOSE COLUMNS OF PLATOONS, FALLING IN AND FALLING OUT THE OFFICERS

INSTRUCTOR NOTES

1. **Timings.** Three 40-minute periods.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

Form Up Squad

4. Attendance/appointments check.
5. Safety precautions (if applicable).
6. Arousal.
7. Approach.
8. Layout.
9. Move squad to start position.
10. **Revision.** Forming up on Parade, Right Dress and Eyes Front, Fronts and Flanks.

LESSON BODY

11. Sub-unit drill is an essential preliminary for unit drill and incorporates most of the basic drill detailed in this publication. These instructions should be used as a guide only, as no attempt has been made to provide for differences in unit strengths or for the varying sizes of parade grounds.
12. Drill provides an opportunity to practice junior leaders in giving words of command and asserting their authority, and instilling discipline.
13. Sub-unit drill practice should be preceded by a briefing to the officers, NCO and guides, to ensure they understand the formations to be adopted and the movements to be carried out.

Formations and Positions of Officers, Warrant Officers and Sergeants

14. The formations of sub-unit drill are as follows:
 - a. line,
 - b. column of threes,
 - c. column of route,
 - d. column of platoons, and
 - e. close column of platoons.

A Sub-unit in Line

15. When in line, the platoons are side by side, with intervals of seven paces between them. Each platoon is formed up as for platoon drill.
16. The sub-unit commander is in the centre of the sub-unit and three paces in front of the centre PL COMD, who guides them to ensure that they are correctly aligned. The 2IC of the sub-unit is three paces in front of the second file from the right. The CSM is level with the centre PL SGT and one file to their right, and the company quartermaster sergeant is level with the centre PL SGT and one file to their left (see [Figure 14-4](#)).

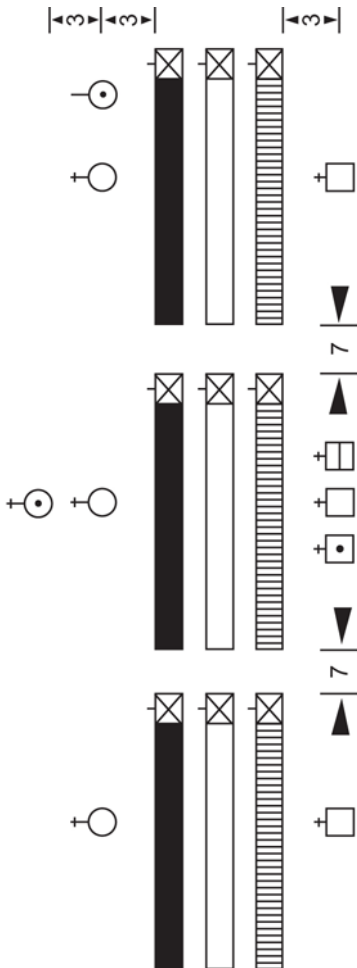


Figure 14-4: A Sub-unit in Line

A Sub-unit in Column of Threes

17. Column of threes is the same as for line, but facing a flank. PL COMD and PL SGT are in the same places as for platoon drill (see [Figure 14-5](#)).

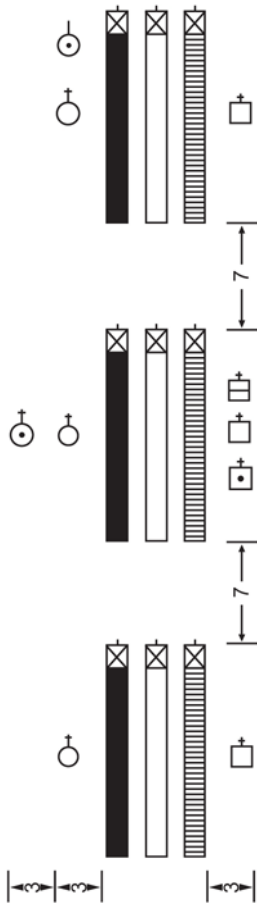


Figure 14-5: A Sub-unit in Column of Threes

A Sub-unit in Column of Route

18. Column of route is the same as for column of threes except that all officers and supernumeraries are in their respective places, as shown in [Figure 14-6](#). PL COMD and PL SGT are in the same places as for platoon drill.

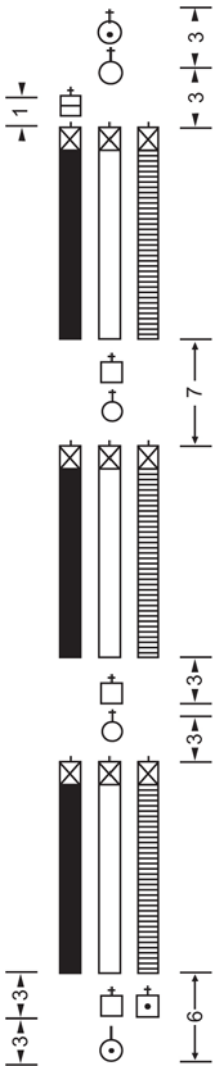


Figure 14-6: A Sub-unit in Column of Route

19. Sub-unit and PL COMD may break ranks to supervise the marching or give commands during parade rehearsals.
20. When an officer is in front of the ranks/files, it is the duty of the soldier behind them to keep the officer at their correct distance and position. These soldiers must not hesitate to raise their voices to call 'FORWARD', 'RIGHT', 'LEFT' or 'CORRECT', as appropriate, to be heard by this officer.

Column of Platoons

21. Column of platoons is the formation in which the platoons are one behind the other, at an interval equal to their own length plus seven paces; that is, the distance between the first and second platoons is the frontage of the second platoon plus seven paces (see [Figure 14-7](#)). This distance will vary according to the platoon strengths.

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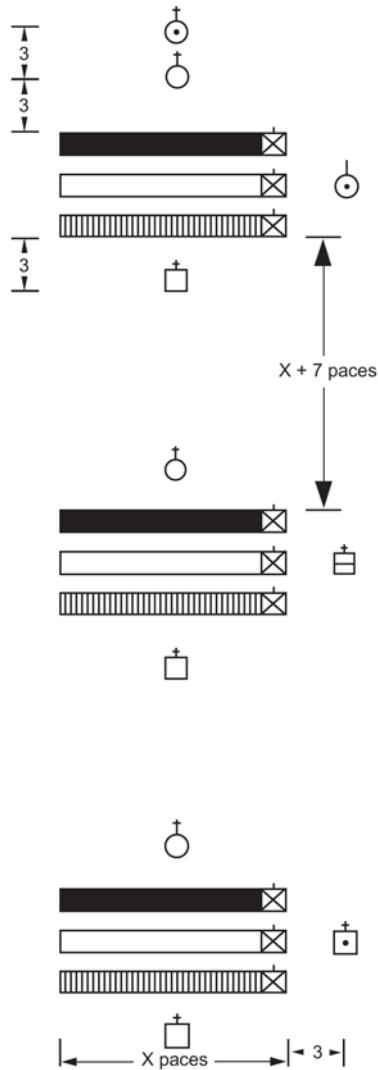


Figure 14–7: Column of Platoons

Close Column of Platoons

22. Close column of platoons is usually formed at a distance of 13 paces between platoons, measured from the heels of the rear rank of the leading platoon to those of the front rank of the next platoon. This interval provides the space required to open ranks for inspection. A distance of seven paces is more convenient for drill purposes.

Right Dress – Sub-unit in Line

23. **‘RIGHT – DRESS’**. The order, ‘RIGHT – DRESS’, is given by the sub-unit commander. On this command the following actions are taken:
- a. The officers in front of the company about turn. They take up their dressing by the directing flank, under the supervision of the 2IC of the sub-unit.
 - b. The 2IC turns to their right to dress the officers and, when finished, turns again to face the sub-unit.
 - c. The CSM turns to their right and marches out five paces past the right flank of the sub-unit, wheels left, halts in line with the front rank and five paces from it, turns left and dresses the ranks in sequence.
 - d. The supernumeraries conform with troops on parade.
 - e. After giving the order, ‘REAR RANK – STEADY’, the CSM returns to the place from which they dressed the front rank and orders, ‘EYES – FRONT’. On this command, the soldiers act as taught and the officers about turn. The CSM turns left and marches back to their position.

Right Dress Sub-unit in Column of Platoons or Close Column of Platoons

24. **‘RIGHT – DRESS’**. The order, ‘RIGHT – DRESS’, is given by the sub-unit commander. On this command, the following actions are taken:
- a. The officers, except the 2IC of the sub-unit, about turn.

- b. The CSM steps off and halts five paces to the front of, and facing, the marker of the front platoon and checks the alignment of the markers of each platoon. They order, 'MARKERS – STEADY', turn right and move across the front of the sub-unit and check the covering. They return to their place in front of the marker on the right flank.
- c. The PL SGT turn right and move to the Dressing position detailed in [Annex A to Chapter 14](#). They do not commence the dressing until the CSM has given the command, 'MARKERS – STEADY', to indicate the markers of all the platoons are correctly aligned. Having dressed all three ranks, they return to their place, five paces from and level with their front rank and facing inwards.
- d. When dressing is complete the PL SGT of the front platoon orders, 'NUMBER ... PLATOON EYES – FRONT'. The intermediate PL SGT repeat the order but omit the word PLATOON. The rear PL SGT gives the cautionary command in full.
- e. On the command, 'EYES – FRONT', given by the rear PL SGT, the officers about turn and the CSM and PL SGT step off and return to their places.

Forming Up in Columns and Close Column of Platoons

- 25. Before moving on parade, the platoons stand on the edge of the parade ground opposite the places they are to occupy when the sub-unit has formed up.
- 26. ' ... **RIGHT – MARKERS**'. The order, 'COMPANY/SQUADRON, RIGHT – MARKERS', is given by the CSM. The markers march forward as detailed in [Annex D to Chapter 3](#).
- 27. '**ON – PARADE**'. The order, 'ON – PARADE', is given by the CSM. The sub-units march on parade and form up as detailed in [Annex D to Chapter 3](#).

Reporting

28. Once the sub-unit is dressed the CSM may call for platoon reports in order to inform the sub-unit commander of the unit's disposition.
29. The CSM orders 'REPORT, ... PLATOON'. The PL SGT of the platoon nominated comes to attention and replies, 'SIR/MA'AM', then details the platoon strength and personnel locations as per the PL SGT Report ([Table 14-2](#)).
30. The CSM notes the information on his/her card ([Table 14-3](#)). Once the report is complete the CSM orders, 'REPORT, ... PLATOON', being the next platoon. The previous PL SGT stands at ease and the nominated PL SGT comes to attention and reports as detailed in [paragraph 29](#) The PL SGT of the last platoon stands at ease once their report is complete.
31. Once all platoons have reported, the CSM totals the figures and checks the total against the known posted strength for accuracy before reporting to the sub-unit commander.
32. The same report system should be utilised by instructors with soldiers undergoing training on any course.

Table 14-2: Platoon Sergeant's Report

<i>Platoon Sergeant's Report: ... Platoon</i>	
Date	Posted Strength
Location	Number
Absent on duty	
Leave	
At Regimental Aid Post/Sick Parade	
In Hospital/Convalescent Leave	
On Task	
On Parade	

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<i>Platoon Sergeant's Report: ... Platoon</i>	
Total (must equal post strength)	

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Table 14-3: Company Sergeant Major's Report

Company Sergeant Major Report						
Date		Company Posted Strength				
Platoon						
Location	Number	Number	Number	Number	Number	Number
Absent on Duty						
Leave						
At Regimental Aid Post/Sick Parade						
In Hospital/Convalescent Leave						
On Task						
Absent Without Leave						
On Parade						
Platoon Total						
Company Total (must equal posted strength)						

Falling In and Falling Out the Officers

- 33.** When officers are on parade with troops, the senior officer present (usually the sub-unit commander) falls in the officers, after having received reports from the CSM (see [paragraph 28](#) to [paragraph 32](#)). While waiting to fall in, the officers stand at least five paces behind the sub-unit commander, facing the parade.
- 34.** When they have received the sub-unit from the CSM, the sub-unit commander may:
- a. hand the sub-unit back to the CSM for drill or other duties,
 - b. post the officers and order them to inspect their platoons, or
 - c. inspect the whole or part of the sub-unit himself/herself.
- 35.** The sub-unit commander posts the officers by the order 'OFFICERS, FALL – IN'. The officers come to the ATTENTION position, observe the regulation pause, salute, observe the regulation pause, turn left, observe the regulation pause and march to a point seven paces to the right flank of their platoons. The PL SGT come to attention, observe the regulation pause, turn right, in time with the officer, observe the regulation pause and march to a point five paces to the right flank of the platoon to meet the approaching PL COMD. They salute and give their platoon reports (see [paragraph 28](#) to [paragraph 32](#)).
- 36.** The PL COMD post the PL SGT or prepare their platoons for inspection, as directed by the sub-unit commander. The PL SGT move to take post to the rear of their platoons and take up their places facing to the left.
- 37.** The PL COMD moves to the centre front of the platoon and takes up their place facing to the left. The PL COMD and PL SGT turn to the front together. This indicates to the sub-unit commander the platoon has completed its task and is now ready to receive further orders.

- 38.** When the parade is finished, or at any other time, the sub-unit commander may fall out the officers. This action is carried out with the soldiers standing at ease.
- 39.** Having stood the parade at ease, the sub-unit commander gives the command 'OFFICERS FALL – OUT'. The officers come to the ATTENTION position, observe the regulation pause, and move into line at a point five paces in front of and facing the sub-unit commander. When all are present, they salute, taking the time from the officer on the right, observe the regulation pause, turn right, observe the regulation pause and wheel to a place five paces behind them. They then turn to face the parade and stand at ease. At the same time, the PL SGT, acting together, come to the ATTENTION position, observe the regulation pause and move around the left flank of the platoon to take up the place vacated by the PL COMD, halt, observe the regulation pause, turn to the advance position, observe the regulation pause, then stand at ease.
- 40.** The sub-unit commander calls the CSM and orders them to dismiss/fall out the parade. After the parade has been dismissed/fallen out, the officers proceed about their duties as indicated by the sub-unit commander.

Notes for Instructor

- 41.** The instructor will consider that this lesson is best rehearsed with all officers, with WO and NCO using models, magnetic disc or whiteboard.

Common Faults

- 42.** The following are the common faults identified for this lesson:
- a. as for Marching and Halt in Quick Time,
 - b. as for Number and Prove,
 - c. as for Right Dress and Eyes Front,
 - d. as for Fronts and Flanks,
 - e. as for Adjust Dress, and
 - f. as for Turns at the Halt.

LESSON CONCLUSION

- 43. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clear up doubtful points;
 - b. a test of the objectives (confirm a key stage);
 - c. summary (feedback);
 - d. main points (no more than two points);
 - e. statement of relevance;
 - f. the preview of next instruction;
 - g. safety precautions (if applicable); and
 - h. dismissal.

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ANNEX C TO CHAPTER 14

LESSON 3 – CLOSE COLUMN OF PLATOONS FORMING COLUMN OF THREES, COLUMN OF THREES FORMING CLOSE COLUMN OF PLATOONS AT THE LEFT FACING A FLANK, CLOSE COLUMN OF PLATOONS FORMING COLUMN OF PLATOONS, REQUIREMENTS FOR A CLOSE COLUMN WHEN HALTED AND THEN REQUIRED TO STEP OFF IN COLUMN OF PLATOONS

INSTRUCTOR NOTES

1. **Timings.** Three 40-minute periods.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

Form Up Squad

4. Attendance/appointments check.
5. Safety precautions (if applicable).
6. Arousal.
7. Approach.
8. Layout.
9. Move squad to start position.
10. **Revision.** Some or all of Forming Up on Parade, Right Dress and Eyes Front, Fronts and Flanks; Formations and Positions,

Line, Column of Threes, Column of Route, Sub-unit in Column of Platoons or Close Column of Platoons, Right Dress, Forming up in Columns and Close Columns of Platoons, Falling In and Falling Out the Officers.

LESSON BODY

Close Column of Platoons Forming Column of Threes

11. **‘ ... COMPANY (SQUADRON) MOVE TO THE RIGHT IN COLUMN OF THREES, RIGHT – TURN’.** The sub-unit company turns to the right. Then the leading PL COMD gives the order **‘NUMBER ... PLATOON BY THE LEFT QUICK – MARCH’.**
12. The remaining PL COMD, in succession, give the order **‘NUMBER ... PLATOON, BY THE LEFT, CHANGE DIRECTION LEFT, LEFT WHEEL, QUICK – MARCH’.** The platoons march off in step with the leading platoon to form into column of threes at a distance of seven paces behind the platoon in front. The PL COMD in the rear platoons give the order, **‘RIGHT – WHEEL’**, to bring their platoons into column of threes behind the leading platoon.
13. The movement may be varied by the order **‘ADVANCE (RETIRE) IN COLUMN OF THREES FROM THE RIGHT’.** In this case, the leading platoon will wheel at once, without any further order, in the required direction.
14. **‘– FROM THE RIGHT –’** or **‘– FROM THE LEFT –’** indicates the two usual orders in which the platoons will march. When **‘– FROM THE RIGHT –’** is ordered, the right of the leading platoon will lead; when **‘– FROM THE LEFT –’** is ordered, the left of the rear platoon will lead. Platoons may be ordered to move off in any order; for example, **‘ADVANCE IN COLUMN OF THREES FROM THE RIGHT IN THE FOLLOWING ORDER: NUMBER 2 PLATOON, NUMBER 3, NUMBER 1, COMPANY, RIGHT – TURN’.** PL COMD march off their platoons in the order named with the platoon in the rear following on behind the leading platoon.

Column of Threes Forming Close Column of Platoons at the Halt Facing a Flank

15. ‘... COMPANY (SQUADRON), FACING LEFT (RIGHT), AT THE HALT, FORM CLOSE COLUMN OF PLATOONS’. The leading PL COMD orders their platoon to halt, advance and right dress.
16. The commander of the second platoon orders ‘RIGHT – WHEEL’.
17. The third and subsequent PL COMD wheel their platoons at the same point as the second platoon.
18. All platoons wheel left at the correct distance to bring them to close column places.
19. The second and subsequent platoons will advance and right dress.
20. The markers have their places checked by the CSM, who should pace out the distance between platoons.
21. Dressing is carried out, as detailed in [Annex B to Chapter 14](#).
22. It is important that platoons wheel squarely onto their new alignment and before the point where the left-hand soldier will halt. This should allow sufficient room for the platoon to halt, be covered off and properly closed up after the second wheel.

Close Column of Platoons Forming Column of Platoons – From the Halt

23. ‘ON NUMBER ... PLATOON, AT THE HALT, FORM COLUMN OF PLATOONS, REMAINDER, QUICK – MARCH’. The platoon in the rear stands fast. The platoons in the front are halted by the PL COMD at column distance. The company is then dressed.
24. To form column of platoons on the centre or leading platoon, the platoons in the rear must first be retired. The PL COMD in the rear advance their platoons after the correct interval has been established.

Close Column of Platoons Forming Column of Platoons – On the Move

25. ‘... COMPANY (SQUADRON) WILL FORM COLUMN OF PLATOONS ON NUMBER ... PLATOON, REMAINDER, MARK – TIME’. This is carried out by the platoons in the rear marking time, and the PL COMD giving the command, ‘FOR – WARD’, at column distance.

For a Close Column Halted Required to Step Off in Column of Platoons

26. ‘... COMPANY, ADVANCE IN COLUMN OF PLATOONS’. The leading PL COMD orders, ‘NUMBER ... PLATOON WILL ADVANCE, BY THE RIGHT, QUICK – MARCH’. PL COMD in the rear order, ‘QUICK – MARCH’, for their platoons in succession at column distance and in step with the leading platoon.

Notes for Instructor

27. The instructor will consider that this lesson is best rehearsed with all officers, WO and NCO using models, magnetic disc or whiteboard.

Common Faults

28. The following are the common faults identified for this lesson:
- a. as for Marching and Halt in Quick Time,
 - b. as for Number and Prove,
 - c. as for Right Dress and Eyes Front,
 - d. as for Fronts and Flanks,
 - e. as for Adjust Dress, and
 - f. as for Turns at the Halt.

LESSON CONCLUSION

- 29. End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clear up doubtful points;
 - b. a test of the objectives (confirm a key stage);
 - c. summary (feedback);
 - d. main points (no more than two points);
 - e. statement of relevance;
 - f. the preview of next instruction;
 - g. safety precautions (if applicable); and
 - h. dismissal.

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ANNEX D TO CHAPTER 14

LESSON 4 – COLUMN OF PLATOONS FORMING CLOSE COLUMN OF PLATOONS, CLOSE COLUMN OF PLATOONS MOVING TO A FLANK IN THREES, COLUMN OF PLATOONS FORMING LINE FACING A FLANK, LINE FORMING COLUMN OF PLATOONS FACING A FLANK, COLUMN OF THREES FORMING COLUMN OF PLATOONS FACING A FLANK, COLUMN OF PLATOONS FORMING COLUMN OF THREES FACING A FLANK

INSTRUCTOR NOTES

1. **Timings.** Three 40-minute periods.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

Form Up Squad

4. Attendance/appointments check.
5. Safety precautions (if applicable).
6. Arousal.
7. Approach.
8. Layout.
9. Move squad to start position.

- 10. Revision.** Some or all of Forming up on Parade, Right Dress and Eyes Front, Fronts and Flanks; Formations and Positions, Line, Column of Threes, Column of Route, Sub-unit in Column of Platoons or Close Column of Platoons, Right Dress, Forming up in Columns and Close Columns of Platoons, Falling In and Falling Out the Officers, Close Column of Platoons Forming Column of Threes, Column of Threes Forming Close Column of Platoons at The Left Facing a Flank, Close Column of Platoons Forming Column of Platoons Requirements for a Close Column when Halted and then Required to Step Off in Column of Platoons.

LESSON BODY

Column of Platoons Forming Close Column of Platoons – At the Halt

- 11. ‘ON NUMBER ... PLATOON, FORM CLOSE COLUMN, REMAINDER QUICK – MARCH’.** The platoons in the rear are halted by their PL COMD on reaching close column distance. The company is then dressed.

Column of Platoons Forming Close Column of Platoons – On the March

- 12.** The sub-unit commander's word of command will be given as ‘ON NUMBER ... PLATOON, FORM CLOSE COLUMN, REMAINDER MARK – TIME’. The leading platoon marks time, while the second and third platoons continue marching until the column distance is reached, then they mark time. The COY COMD orders, ‘FOR – WARD’.
- 13. ‘AT THE HALT, FORM CLOSE COLUMN OF PLATOONS’.** The leading PL COMD orders their platoon to halt. The following platoons are halted on reaching close column distance. The company is then dressed.

Close Column of Platoons Moving to a Flank in Threes

- 14. ‘ ... COMPANY WILL MOVE TO THE RIGHT (LEFT), IN CLOSE COLUMN OF PLATOONS IN THREES, COMPANY**

RIGHT (LEFT) – TURN, COMPANY QUICK – MARCH’. On the command, ‘... COMPANY WILL MOVE TO THE RIGHT (LEFT), IN CLOSE COLUMN OF PLATOONS IN THREES, COMPANY RIGHT (LEFT) – TURN, COMPANY QUICK – MARCH’, the platoons act as for squad drill.

15. When the company is on the march, the sub-unit commander orders ‘THE PLATOON ON THE RIGHT (LEFT) WILL DIRECT’.

Column of Platoons Forming Line Facing a Flank

16. **‘PLATOONS, CHANGE DIRECTION LEFT (RIGHT), INTO LINE, LEFT (RIGHT) – FORM’.** On the command ‘PLATOONS, CHANGE DIRECTION LEFT (RIGHT), INTO LINE, LEFT (RIGHT) – FORM’, platoons act on the order of the sub-unit commander. The order may be given at the halt, in which case the soldiers halt as they come into line. The sub-unit is then dressed.
17. If the movement is to start from the halt, platoons act as in squad drill and the sub-unit commander orders ‘QUICK – MARCH’.

Line Forming Column of Platoons Facing a Flank

18. **‘PLATOONS, CHANGE DIRECTION RIGHT (LEFT), INTO COLUMN OF PLATOONS, RIGHT (LEFT) – FORM’.** On the command, ‘PLATOONS, CHANGE DIRECTION RIGHT (LEFT), INTO COLUMNS OF PLATOONS, RIGHT (LEFT) – FORM’, platoons act on the sub-unit commander’s command.
19. ‘– AT THE HALT –’ may be given, in which case the soldiers halt as they come into column.
20. The company is then dressed.
21. If the movement is started from the halt, platoons act as in squad drill and the sub-unit commander orders ‘QUICK – MARCH’.

Column of Threes Forming Column of Platoons Facing a Flank

22. **‘FACING LEFT (RIGHT), ADVANCE IN COLUMN OF PLATOONS’.** The leading PL COMD orders ‘NUMBER ... PLATOON WILL ADVANCE, LEFT (RIGHT) – TURN’. PL COMD in the rear order ‘LEFT (RIGHT) – TURN’ on reaching the same spot and, immediately after turning, indicate the flank of direction.
23. The distance of seven paces between platoons in column of threes allows this movement to take place without the platoons in the rear having to mark time.
24. When advancing in column of platoons, PL COMD and guides take their correct distance from the platoon in front. They must check this distance constantly by selecting a mark on the ground and counting the number of paces they take to reach it after the platoon in front passes it.

Column of Platoons Forming Column of Threes Facing a Flank

25. This is the reverse process of that described in [paragraph 18](#)
26. **‘IN SUCCESSION, MOVE TO THE RIGHT (LEFT) IN COLUMN OF THREES’.** The leading PL COMD orders ‘NUMBER ... PLATOON, RIGHT (LEFT) – TURN’. The remaining platoons order ‘– RIGHT (LEFT) – TURN’, when they reach the same point. The sub-unit commander may also order, ‘– ADVANCE –’ or ‘– RETIRE –’, and platoons will wheel accordingly after turning.

Notes for Instructor

27. The instructors will consider that this lesson is best rehearsed with all officers, WO and NCO using models, magnetic disc or whiteboard.

Common Faults

28. The following are the common faults identified for this lesson:
- a. as for Marching and Halt in Quick Time,
 - b. as for Right Dress and Eyes Front,

- c. as for Fronts and Flanks,
- d. as for Adjust Dress, and
- e. as for Turns at the Halt.

LESSON CONCLUSION

29. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clear up doubtful points;
- b. a test of the objectives (confirm a key stage);
- c. summary (feedback);
- d. main points (no more than two points);
- e. statement of relevance;
- f. the preview of next instruction;
- g. safety precautions (if applicable); and
- h. dismissal.

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CHAPTER 15

NON-CEREMONIAL UNIT DRILL

15.1 This chapter contains Non-ceremonial Unit Drill and is enclosed in the following lessons as listed in [Table 15–1](#).

Table 15–1: Non-ceremonial Unit Drill

<i>Reference</i>	<i>Subject</i>
Lesson 1	Formations and Positions, Line, Column of Threes, Column of Route, Column of Sub-units, Dressing.
Lesson 2	Moving off in Column of Threes (Route) from Mass (Unit Standing at Ease), Forming Mass Facing a Flank from Column of Threes (Route), Moving off in Column of Threes (Route) from Close Column of Sub-units (Unit Standing at Ease), Forming Close Column of Sub-units Facing a Flank, at the Left, from Column of Threes (Route).

15.2 The basic lessons for Sub-unit drill is contained in [Annex A](#) and [Annex B](#). These lessons are best taught using the Procedural Drill Lesson Format.

15.3 Throughout this chapter the word platoon/company also means troop/squadron size organisations. CSM also means SSM. company quartermaster sergeant also means SQMS.

Annexes:

- A. [Lesson 1 – Formations and Positions, Line, Column of Threes, Column of Route, Column of Sub-units, Dressing](#)
- B. [Lesson 2 – Moving off in Column of Threes \(Route\) from Mass \(Unit Standing at Ease\), Forming Mass Facing a Flank from Column of Threes \(Route\), Moving off in Column of Threes \(Route\) from Close Column of Sub-units \(Unit](#)

Standing at Ease), Forming Close Column of Sub-units
Facing a Flank, at the Left, from Column of Threes (Route)

ANNEX A TO CHAPTER 15

LESSON 1 – FORMATIONS AND POSITIONS, LINE, COLUMN OF THREES, COLUMN OF ROUTE, COLUMN OF SUB-UNITS, DRESSING

INSTRUCTOR NOTES

1. **Timings.** Three 40-minute periods.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

Form Up Squad

4. Attendance/appointments check.
5. Safety precautions (if applicable).
6. Arousal.
7. Approach.
8. Layout.
9. Move squad to start position.
10. **Revision.** Forming Up on Parade, Right Dress and Eyes Front, Fronts and Flanks.

LESSON BODY

11. The following unit drill movements are the minimum necessary for a unit to parade, march off and reform to meet the day-to-day or administrative requirements of a unit (non-ceremonial occasion). For occasions that have strict adherence to formal ceremony; important public or state

occasions, formal religious procedures or sacred observance of ritual (ceremonial occasions) the *Army Ceremonial Manual*, Volume 1, 2003 should be consulted.

12. The movements within the companies are to be the same as for sub-unit drill.
13. These instructions should be used as a guide only, as no attempt has been made to provide for differences in unit strengths or for the varying sizes of parade grounds in this publication.

Formations and Positions

14. The formations adopted in unit drill are as follows:
 - a. line,
 - b. column of threes,
 - c. column of route,
 - d. column of companies,
 - e. close column of companies, and
 - f. mass.
15. Line and column are not usual formations for infantry battalions because of the large parade grounds required for these formations.

Unit in Line

16. When in line formation, the companies form up side by side, with their platoons in line and with seven paces between platoons ([Figure 15–1](#)). The positioning of officers, WO and NCO is as for sub-unit drill. In addition, the unit commander is 15 paces in front of the centre of the unit, the 2IC of the unit is six paces in front of the second file from the right of the unit, the ADJT is six paces in front of the second from the left of the unit and the RSM is five paces behind the centre of the rear rank and covering the unit commander.

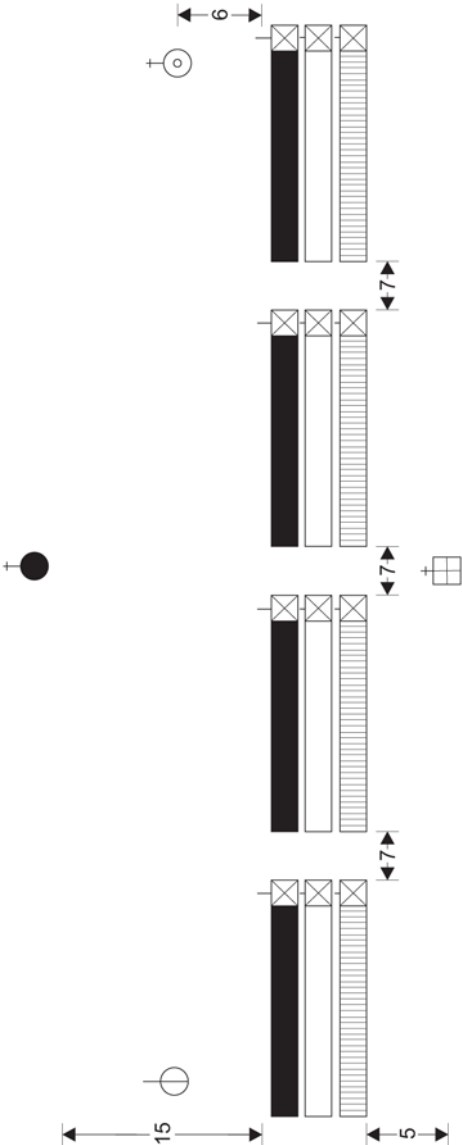


Figure 15-1: Unit in Line

Unit in Column of Threes

17. For the main body of the unit, column of threes is the same as for line, but facing to a flank (see [Figure 15-2](#)). The unit commander is nine paces in front of the centre file of the leading platoon, the 2IC is three paces behind the centre file of the rear platoon, the ADJT is two paces to the right rear of the unit commander and the RSM is three paces in front of the centre file of the leading platoon.

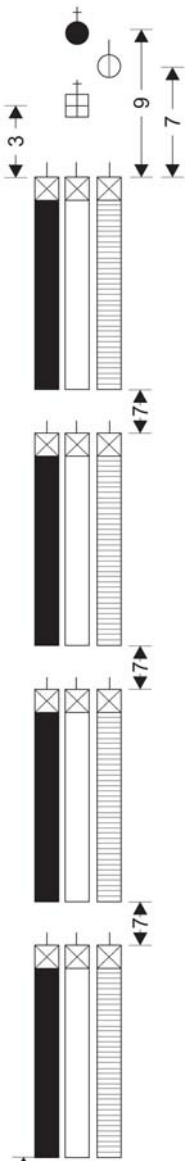


Figure 15–2: Unit in Column of Threes

Unit in Column of Route

18. Column of route is the same as column of threes except that all company officers are in the files, one pace forward of their respective companys; WO and SNCO in the files, one pace rear of their respective company. COY COMD are three paces forward of their respective company (see [Figure 15–3](#)). The unit commander is 20 paces in front of the centre of the leading file of the first company and the 2IC, 10 paces to the rear of the right-hand man of the rear file of the rear company. The ADJT is on the left and five paces behind the CO. The RSM is ten paces behind the CO.

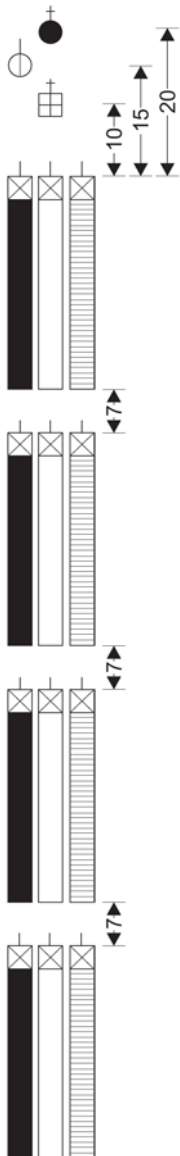


Figure 15-3: Unit in Column of Route

Unit Column of Sub-units

19. Column of sub-units is a formation in which each sub-unit is formed up as for a sub-unit in line in the sub-unit drill, with the sub-units one behind the other, on parallel and successive alignments, at a distance equal to their own frontages plus seven paces ([Figure 15-4](#)). The positions of officers, WO and NCO are the same as for the sub-unit drill. The unit commander is 15 paces in front of the centre of the leading sub-unit, the 2IC is six paces in front of the second file on the right of the leading sub-unit, the ADJT is six paces in front of the second file from the left of the leading sub-unit and the RSM is two paces behind the centre PL SGT of the second sub-unit from the front.

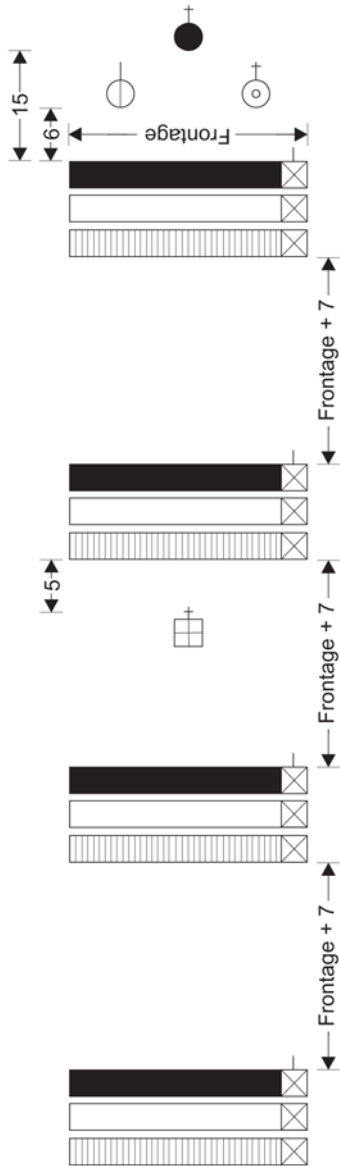


Figure 15-4: Unit in Column of Sub-units

Close Column of Sub-units

20. The detail for close column of sub-units is the same as for column of sub-units, except that the distance between sub-units is reduced to a number of paces suitable to the circumstances.

Mass

21. In mass, the unit forms up with its sub-units in line, each in close column of platoons with seven paces between sub-units ([Figure 15-5](#)). The positions of the sub-unit officers, WO and NCO are the same as for a sub-unit in close column of platoons. The unit commander is 15 paces in front of the centre of the unit, the 2IC is six paces in front of the second file from the right of the unit, the ADJT is six paces in front of the second file of the front rank of the leading platoon of the left flank sub-unit, and the RSM is six paces to the right of the centre rank of the second platoon of the right flank sub-unit.

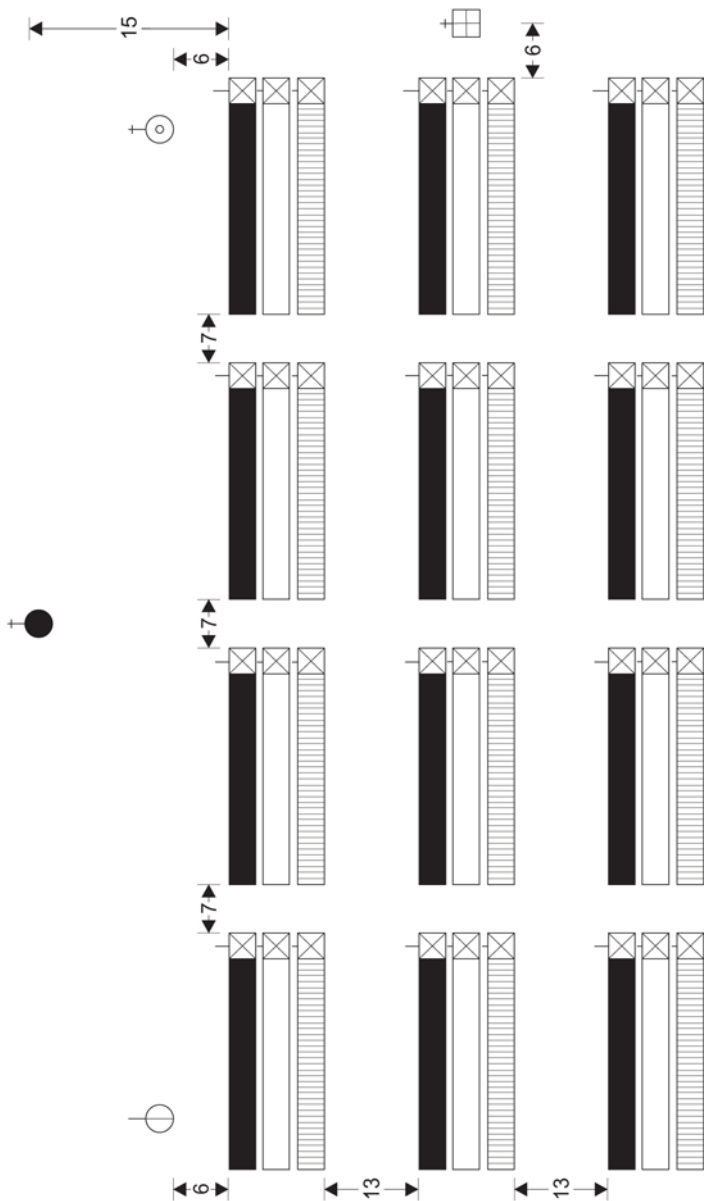


Figure 15-5: Mass

Dressing In Line

22. The detail for in line is the same as for sub-unit drill except that the RSM performs the duties of the CSM, and the dressing of the officers is supervised by the 2IC.

In Column of Sub-unit and Close Column of Sub-units

23. Dressing in column of sub-units and close column of sub-units is the same as for the sub-unit drill, but on a unit scale. The CSM performs the duties of the PL SGT. The distances between sub-units are paced out by the RSM who carries out the movements of the CSM in the sub-unit drill.

Mass

24. Dressing in mass is the same as in column of platoons or close column of platoons in company drill, and each platoon is dressed by its sergeant. In the cautionary word of command before 'EYES – FRONT', the word 'PLATOON – ' is used by the PL SGT of the leading platoon of the right flank sub-unit and of the rear platoon of the left flank sub-unit.
25. The RSM is to supervise generally.
26. Where a unit has a large number of sub-units on parade, dressing is usually carried out by sub-unit.

Notes for Instructor

27. The instructor will consider that this lesson is best rehearsed with all officers, WO and NCO using models, magnetic disc or whiteboard.

Common Faults

28. The following are the common faults identified for this lesson:
- a. as for Marching and Halt in Quick Time,
 - b. as for Right Dress and Eyes Front,
 - c. as for Fronts and Flanks,
 - d. as for Adjust Dress, and
 - e. as for Turns at the Halt.

LESSON CONCLUSION

29. End of Lesson Sequence. The end of lesson sequence is to include:

- a. clear up doubtful points;
- b. a test of the objectives (confirm a key stage);
- c. summary (feedback);
- d. main points (no more than two points);
- e. statement of relevance;
- f. the preview of next instruction;
- g. safety precautions (if applicable); and
- h. dismissal.

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ANNEX B TO CHAPTER 15

LESSON 2 – MOVING OFF IN COLUMN OF THREES (ROUTE) FROM MASS (UNIT STANDING AT EASE), FORMING MASS FACING A FLANK FROM COLUMN OF THREES (ROUTE), MOVING OFF IN COLUMN OF THREES (ROUTE) FROM CLOSE COLUMN OF SUB-UNITS (UNIT STANDING AT EASE), FORMING CLOSE COLUMN OF SUB-UNITS FACING A FLANK, AT THE LEFT, FROM COLUMN OF THREES (ROUTE)

INSTRUCTOR NOTES

1. **Timings.** Three 40-minute periods.
2. **Stores.**
3. **Reconnaissance.**

LESSON INTRODUCTION

Form Up Squad

4. Attendance/appointments check.
5. Safety precautions (if applicable). Form up squad.
6. Arousal.
7. Approach.
8. Layout.
9. Move squad to start position.

- 10. Revision.** Some or all of Forming Up on Parade, Right Dress and Eyes Front, Fronts and Flanks, Formations and Positions, Line, Column of Threes, Column of Route, Column of Sub-units, Dressing.

LESSON BODY

Moving Off in Column of Threes (Route) from Mass (Unit Standing at Ease)

- 11. 'ADVANCE (RETIRE) IN COLUMN OF THREES (ROUTE) FROM THE RIGHT (LEFT) ... COMPANY LEADING'.** The unit 2IC, sub-unit commanders and ADJT come to attention and about turn. The unit commander gives the appropriate orders, that is 'RIGHT/LEFT – TURN'. The leading sub-unit commander gives the command 'QUICK – MARCH' when the officers, WO and NCO are in the correct place. The leading sub-unit commander orders 'CHANGE DIRECTION LEFT (RIGHT), PLATOONS, LEFT (RIGHT) – WHEEL'. The remaining sub unit commanders order, 'QUICK – MARCH', at the correct interval and conform to the movements of the leading sub-unit.
- 12.** The movement may also be carried out in special order of march. In this case, instead of ordering ' ... COMPANY LEADING –', the unit commander must specify the order required; for example, 'ADVANCE IN COLUMN OF ROUTE FROM THE RIGHT IN THE FOLLOWING ORDER: 'C', 'A', 'D', 'B' COMPANIES'. The 2IC, sub-unit commanders and ADJT act on the command ' ... COMPANIES'.

Forming Mass Facing a Flank from Column of Threes (Route)

- 13. 'FACING LEFT (ON THE LEFT), AT THE HALT, FORM – MASS'.** The sub-unit commander of the leading sub-unit orders ' ... COMPANY, FACING LEFT (ON THE LEFT) AT THE HALT, FORM CLOSE COLUMN OF PLATOONS'. The leading sub-unit acts as in the sub-unit drill and, if required, is dressed as a sub-unit. The remaining sub-unit commanders conform

and adopt their correct places in mass, irrespective of the order of march.

Moving Off in Column of Threes (Route) from Close Column of Sub-units (Unit Standing at Ease)

14. **‘ADVANCE (RETIRE) IN COLUMN OF THREES (ROUTE) FROM THE LEFT (RIGHT) ... COMPANY LEADING’.** The 2IC, sub-unit commanders and ADJT come to attention and about turn. The CO gives the appropriate orders, ending with ‘... RIGHT (LEFT) – TURN’. The sub-unit commander of the leading (rear) sub-unit orders, ‘... COMPANY LEFT (RIGHT) WHEEL, QUICK – MARCH’. The remaining sub-unit commanders conform to gain their correct places in column of threes (route).
15. Similar movements may be carried out without advancing or retiring. They may also be carried out in a specified order of march as in the sub-unit drill, the unit commander giving the order ‘... MARCH’ as in mass.
16. If the unit is in column of sub-units, the unit commander calls the unit to attention, makes a right (left) turn and gives the command, ‘COMPANIES, BY THE LEFT, LEFT (RIGHT) WHEEL, QUICK – MARCH’.
17. If the movement does not involve the leading (rear) sub-unit wheeling, the unit commander orders, ‘MOVE TO THE RIGHT (LEFT) IN COLUMN OF THREES, BY THE LEFT, QUICK – MARCH’. The sub-unit first in the order of march moves straight ahead, the remainder wheeling to gain their correct places.

Forming Close Column of Companies Facing a Flank, at the Halt, from Column of Threes (Route)

18. **‘FACING LEFT (ON THE LEFT) AT THE HALT, FORM CLOSE COLUMN OF COMPANIES’.** The leading sub-unit commander orders their sub-unit to halt, advance and right dress. The commander of the second sub-unit orders, ‘RIGHT – WHEEL’. The other sub-unit commanders wheel their platoons as they reach the same point. Each sub-unit wheels

left at the correct distance to bring them to close column intervals. Sub-units then advance and right dress.

19. The RSM checks the places of the markers and checks the distance between sub-units.

Notes for Instructor

20. The instructor will consider that this lesson is best rehearsed with all officers, WO and NCO using models, magnetic disc or whiteboard.

Common Faults

21. The following are the common faults identified for this lesson:
- a. as for Marching and Halt in Quick Time,
 - b. as for Right Dress and Eyes Front,
 - c. as for Fronts and Flanks,
 - d. as for Turns on the March, and
 - e. as for Turns at the Halt.

LESSON CONCLUSION

22. **End of Lesson Sequence.** The end of lesson sequence is to include:
- a. clear up doubtful points;
 - b. a test of the objectives (confirm a key stage);
 - c. summary (feedback);
 - d. main points (no more than two points);
 - e. statement of relevance;
 - f. the preview of next instruction;
 - g. safety precautions (if applicable); and
 - h. dismissal.

CHAPTER 16

MISCELLANEOUS DRILLS

Axe and Shovel Drill

- 16.1** The Axe Drill has been removed as it forms part of the Customs and Traditions of the 2 CDO REGT and details are kept and maintained by the RSM.
- 16.2** The Shovel Drill has been removed as it forms part of the Customs and Traditions of the 1 RAR and SUR and details are kept and maintained by the unit's RSM. This drill is used only in the respective units Sergeants Mess.

Self-loading Rifle

- 16.3** The self-loading rifle is only carried by the Australian Federation Guard. The Australian Federation Guard are responsible for maintaining the doctrine for drill for this weapon.

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AMENDMENT LIST NUMBER 1 TO LWP-G 7-7-5, DRILL, 2010

1. On completion of this amendment, initial and date the amendment certificate on page v to confirm that the amendment has been made.
2. All superseded Signature and Amendment Certificate pages should be retained at the rear of the publication for audit purposes.
3. Additional copies of the amendment pages are available on the Army Doctrine Electronic Library website located at: **intranet.defence.gov.au/armyweb/sites/Doctrine-Online**.
4. It is advised that a copy of this amendment instruction be retained and units complete a yearly Doctrine audit.
5. Page amendments are to be made as indicated:

Contents

<i>Existing Pages Remove/Delete</i>	<i>Insert New Pages</i>	<i>Page Amended</i>	<i>Amendment Description</i>
Page iii to vi	Page iii to vi	Page iii and v	New Signature page Amendment Certificate updated
Annex A to Chapter 1	Annex A to Chapter 1	Page 1A-1 and 1A-2	Deleted old paragraph 7 New paragraph 8 Paragraph 9b updated New paragraph 10 Paragraph numbering updated

Contents

AMENDMENT LIST NUMBER 2 TO LWP-G 7-7-5, DRILL, 2010

1. On completion of this amendment, initial and date the amendment certificate on page v to confirm that the amendment has been made.
2. All superseded Signature and Amendment Certificate pages should be retained at the rear of the publication for audit purposes.
3. It is advised that a copy of this amendment instruction be retained and units complete a yearly Doctrine audit.
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<i>Existing Pages Remove/Delete</i>	<i>Insert New Pages</i>	<i>Page Amended</i>	<i>Amendment Description</i>
Page iii to vi	Page iii to vi	Page iii and v	New Signature page Amendment Certificate updated
Page 8A-1 to 8A-2	Page 8A-1 to 8A-2	Page 8A-2	New Figure 8–1

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