

***Personnel***

***DRILL AND CEREMONIES***

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This instruction describes the movements and procedures for drill, ceremonies, and formations to be used by the Cadet Wing at the United States Air Force Academy. It applies to all cadets. This instruction implements AFPD 36-22, Military Training.

**SUMMARY OF CHANGES:** This instruction has been updated to correct typographical and administrative errors. Changes have been made to reflect current procedures used by the cadet wing during portions of parades and football game march-ons. This instruction does not cover basic drill and ceremonies covered in AFMAN 36-2203, 3 June 1996. For guidance on basic procedures and terminology, refer to the following:

AFMAN 36-2203, Chapter 1 Introduction to Drill and Ceremonies

AFMAN 36-2203, Chapter 2 Commands and Command Voice

AFMAN 36-2203, Chapter 3 Individual Instruction (Includes basic individual marching)

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## Chapter 1 -- Drill Of The Flight

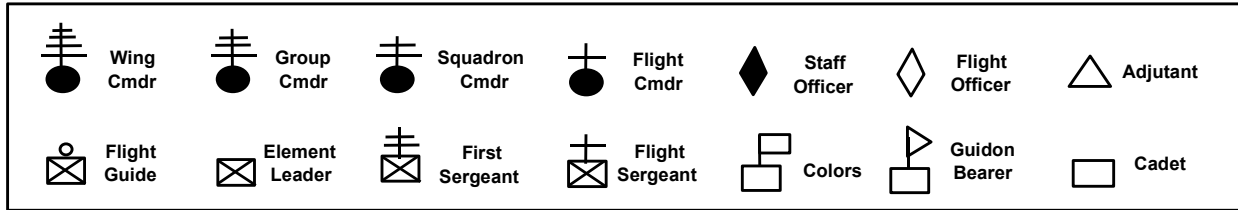


Figure 1.1 Symbols

### 1.1. Formations.

1.1.1. The Flight as the Basic Drill Unit. The first phase of drill involves teaching the cadet basic movements, facings, and positions, either as an individual or as a member of an element (reference AFMAN 36-2203, Chapters 1-3). The second phase of drill merges the individual with others to form a flight in which base formations and marching are learned. The flight is composed of at least two, but not more than four elements. This formation is the most practical drill group. In flight drill, the positions of the flight commander, flight sergeant, and guide assume importance. For the purposes of instruction, the drill instructor or cadre member may assume any of these titles and positions. When in column, the flight is sized according to height, with the tallest individuals to the front and right. Make every effort to retain individuals of the highest grade in positions occupied by element leaders and guides. The flight is marched with the element leaders and guide at the head of the column. Flights should only march in inverted column formation for short distances.

### 1.2. Rules for the Guide.

1.2.1. The guide sets the direction and rate of the march. The guide of the leading flight of a squadron marching in column sets the direction and rate of march for the squadron.

1.2.2. When a flight in line is commanded to face to the right, the guide executes right face with the flight. The guide then performs a face in marching to the right, marches to a position in front of the right file, halts, and executes a left face.

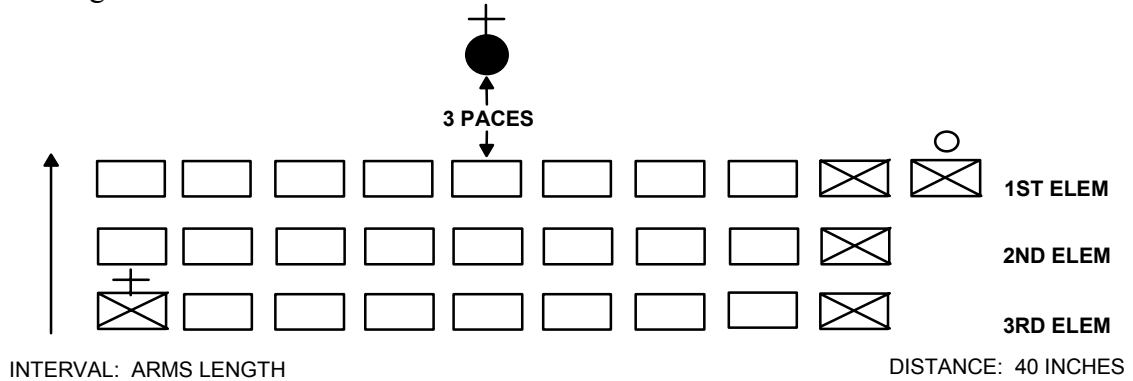
1.2.3. When a flight marching in column is commanded to flank to the left or right or march to the rear, the guide executes the movement. The relative position of the guide does not change within the flight except when the flight is halted in line in such a manner that the guide is not abreast of the front rank. The guide then moves to a position abreast of the front rank.

1.2.4. Unless otherwise announced, the position of the guide within a flight, in line or in column, marching or halted, is right. When the base element changes, the guide automatically posts. The dress is always to the base element.

1.2.5. Normally, the flight is marched with the element leaders and the guide at the head of the column.

### 1.3. Formation of the Flight.

1.3.1. A flight forms in at least two, but not more than four, elements in line formation (figure 1.2). The normal number of elements in the Cadet Wing is three elements. The command to form the flight is **FALL IN**.



**Figure 1.2 Flight in Line Formation**

1.3.1.1. On this command, the guide takes a position facing the flight commander and to the flight commander's left so the first element will fall in centered on and three paces from the flight commander. Once halted at the position of attention, the guide performs an automatic dress right dress. When the guide feels the presence of the first element leader on his or her fingertips, the guide executes an automatic ready front. Once positioned, the guide does not move.

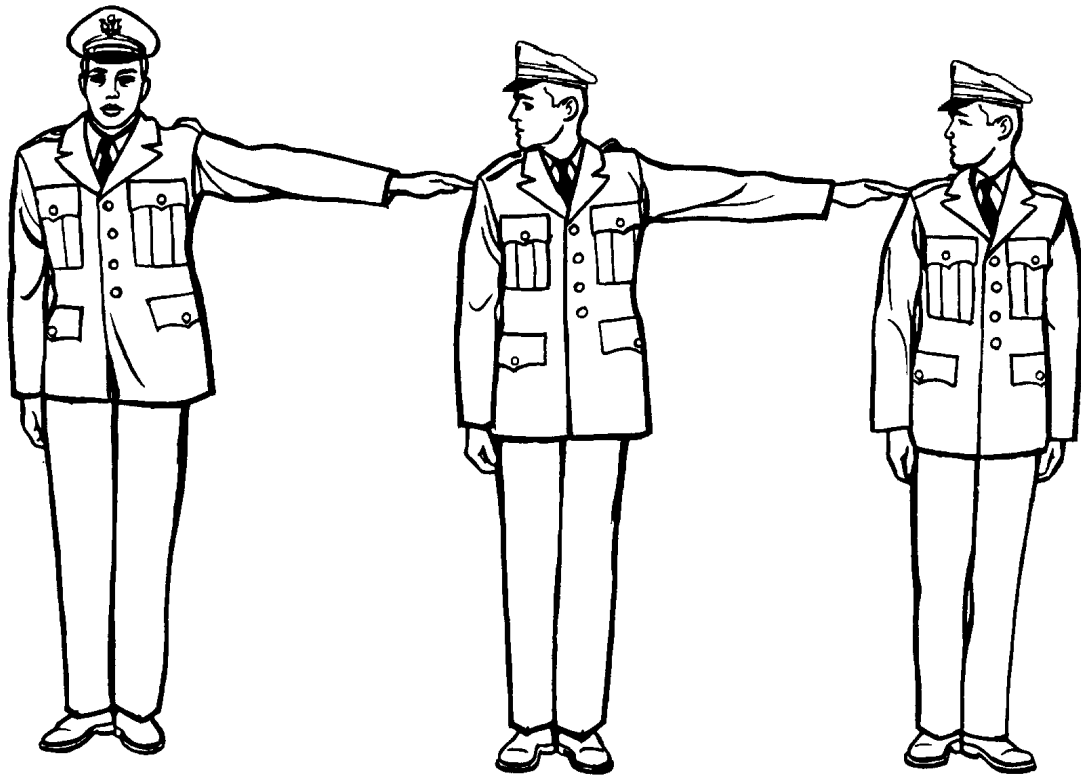
1.3.1.2. The first element leader falls in directly to the left of the guide and, once halted, executes an automatic dress right dress. The second, and third element leaders fall in behind the first element leader, execute an automatic dress right dress, visually establish a 40-inch distance, and align themselves directly behind the individual in front of them. The remaining cadets fall into any open position to the left of the element leaders and execute an automatic dress right dress to establish dress and cover.

1.3.1.3. To establish interval, the leading individual in each file obtains exact shoulder-to-fingertip contact with the individual to his or her immediate right (figure 1.3). As soon as dress, cover, interval, and distance (DCID) are established, each cadet executes an automatic ready front on an individual basis and remains at the position of attention.

1.3.1.4. Once the flight is formed, it will be squared off prior to sizing. The left flank of the formation will be squared off with extra cadets filling in from the third to the first element. For example, if there is one extra cadet, he or she will be positioned in the third element; if there are two extra cadets, one will be positioned in the second element and one will be positioned in the third element; and so forth. The flight sergeant (if present) will occupy the last position in the third element.

1.3.1.5. To size the flight, the flight commander faces the flight to the right (from line to column formation) and has taller personnel (except the guide, element leaders, and flight sergeant) move to the front of the flight according to height. The flight commander then faces the flight to the right (from column to inverted line formation) and again has taller personnel (except the flight

sergeant) move to the front of the flight according to height. The flight commander faces the flight back to the left (column formation) and continues these procedures until the formation is properly sized.



**Figure 1.3 Normal Interval**

1.3.1.6. When the flight is properly sized, each member of the flight, except the guide, will be assigned number by counting off. Numbering of individual members of the flight is from right to left (when in line formation) and from front to rear (when in column formation). The element leader is always number one (see figure 1.4). The command to assign numbers is **COUNT OFF**.

1.3.1.7. To form at close interval, the command is **At Close Interval, FALL IN**. On the command, **FALL IN**, the movement is executed as prescribed for normal interval except close interval is observed (figure 1.5). The only commands that may be given while the flight is formed at close interval are **At Close Interval, Dress Right, DRESS; Ready, FRONT; AT EASE; ATTENTION; FALL OUT; and DISMISSED**.

1.3.1.8. The flight is usually formed and dismissed by the drill instructor or flight commander. On the command **DISMISSED**, cadets break ranks and leave the area.

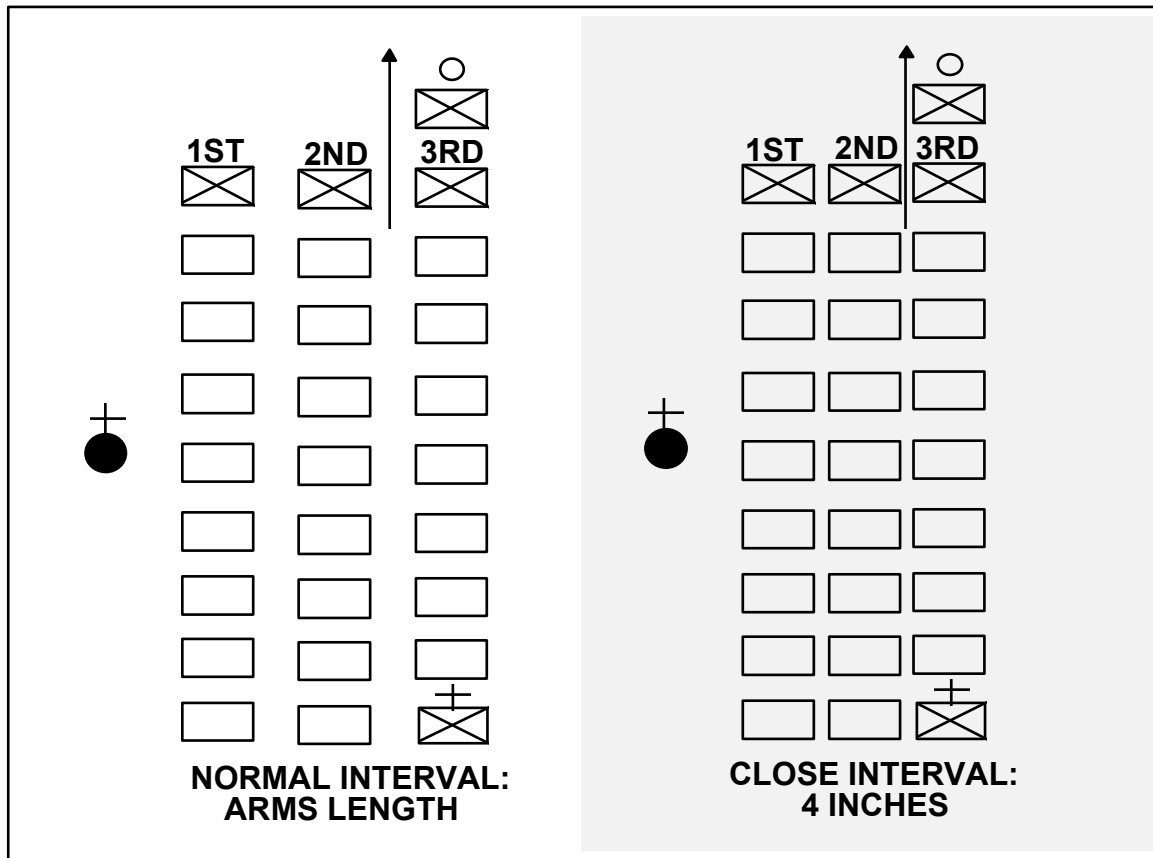


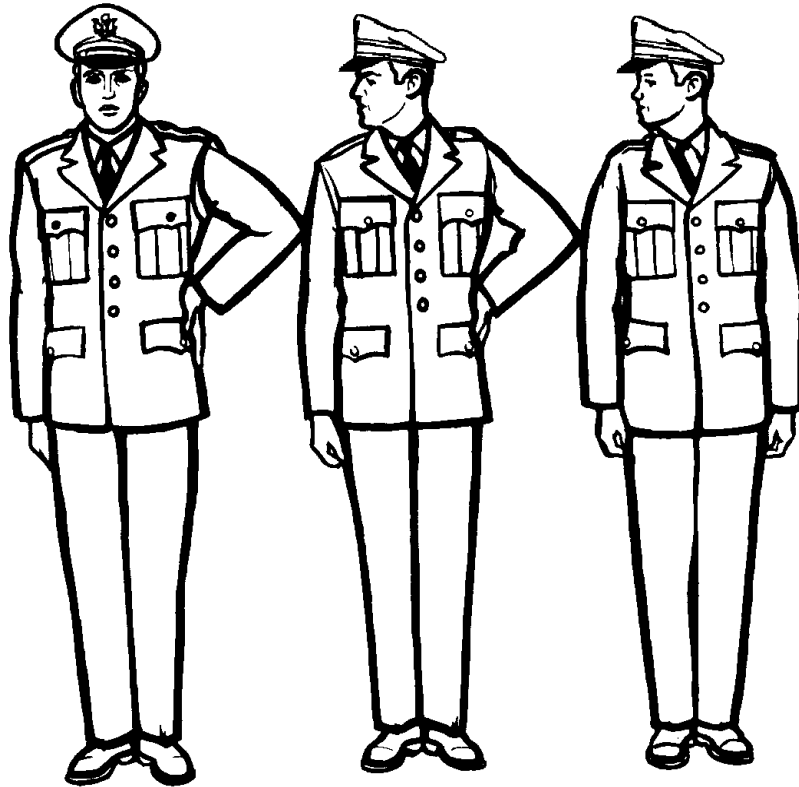
Figure 1.4 Flight in Column Formation

#### 1.4. Aligning the Flight.

##### 1.4.1. Dress Right (Left) Dress (Line/Inverted Line Formation).

1.4.1.1. Normal Interval. The commands are **Dress Right, DRESS and Ready, FRONT**. On the command **DRESS**, everyone except the last cadet in each element raises and extends the left arm laterally from the shoulder with snap so the arm is parallel with the ground. As the arm is raised, uncup the hand at approximately waist level, keeping the palm down. Extend and join the fingers and place the thumb along the forefinger. At the same time as the left arm is raised, each individual (except the guide, second, and third element leaders) turns head 45 degrees to the right with snap. The leading individual of each file establishes normal interval (by taking small choppy steps and aligning with the base file) and establishes exact shoulder-to-fingertip contact with the individual to the immediate right. The second, and third element leaders align themselves directly behind the person in front of them (using small choppy steps) and visually establish a 40-inch distance. As the remaining members align themselves behind the individual in front of them, their shoulders may or may not touch the fingertips of the individual to their right. If the arm is too long, place the extended hand behind the shoulder of the individual to the left. If the arm is too short, leave it extended towards the individual to the left and parallel to the ground. Once dress, cover, interval, and distance have been established, the command **Ready, FRONT** will be given. On this command, cadets whose arms are up will lower their arms with

snap to their sides (without slapping their sides) and recup their hands when their arm is at approximately waist level. As the arm is lowered, cadets whose heads are turned will return their heads to the front with snap. The body is now back to the position of attention.



**Figure 1.5 Close Interval**

1.4.1.2. Close Interval. The command is **At Close Interval, Dress Right, DRESS**. On this command, all cadets except the last one in each element will raise their left hand so the heel of the hand rests on the left hip, fingers are extended and joined, thumb is along the forefinger, fingertips point towards the ground, and the elbow in line with the body (figure 1.5). At the same time the left hand is raised, all cadets except the guide, second, and third element leaders will turn their head 45 degrees to the right. First element cadets establish the interval by ensuring their right arm touches the extended elbow of the individual to their right. The same procedure used to establish DCID for normal interval will be used for close interval. The command, **At Close Interval, Dress Right, DRESS** is not given to a flight at normal interval, and **Dress Right, DRESS** is not given to a flight at close interval.

1.4.1.3. Alignment Procedures. Moving by the most direct route, the flight commander takes the position on the right flank of the flight, one pace from and facing down the line of the front flank. From this position, the flight commander verifies the alignment of the front rank. If necessary, individuals are called to move forward or backward by number. Military bearing is maintained; and instead of weaving from side to side, short sidesteps are taken to verify alignment. The flight commander then faces to the left in marching, halts on each succeeding flank, executes right face, and aligns the rank. After verifying the alignment of the ranks, the



flight commander faces to the right in marching, moves three paces beyond the front rank, halts, faces to the left, and commands **Ready, FRONT**. Executing a minimum of movements, the flight commander takes the normal position by the most direct route in front of the flight.

### 1.5. Cover.

1.5.1. Column Formation. To align the flight in column, the command is **COVER**. On this command, everyone except the guide adjusts by taking small choppy steps (if needed) and establishes DCID. The leading individual of each file (excluding the base file) obtains the proper interval (normal or close). The base file establishes and maintains a 40-inch distance. All others align themselves beside the individual to their right and behind the individual in front of them.

### 1.6. Individuals to Leave Ranks.

1.6.1. In line formation, when calling individuals out of ranks, the command is **(Rank and Last Name)**, (pause) **FRONT AND CENTER**. Upon hearing his or her name, the individual assumes the position of attention. On the command **FRONT AND CENTER**, the individual takes one step backward (with coordinated arm swing), faces to the left or right, proceeds to the closest flank, and then proceeds to the front of the formation by the most direct route. Next, he or she halts one pace in front of and facing the person in command, salutes, and reports as directed.

1.6.1.1. To direct the individual's return, the command is **RETURN TO RANKS**. The individual salutes, faces about, and returns by the same route to the same position in the ranks.

1.7. **Count Off**. For drill purposes, count off is executed only from right to left in line and from the front to rear in column or mass. Flight commanders and guides do not count off in line, column, or mass.

1.7.1. In Line. The command is **Count, OFF**. On the command **OFF**, all cadets, except the guide and element leaders, turn their head 45 degrees to the right, and the element leaders call out **ONE** in a normal tone of voice. After the element leaders call out **ONE**, cadets in the next file turn their heads in unison to the front and call out **TWO**. This procedure continues in quick time until all files (full or partial) are numbered. All movements are made in a precise manner with snap.

1.7.2. In Column. The command is **Count, OFF**. On the command **OFF**, the element leaders turn their heads 45 degrees to the right and in unison call out **ONE** over their right shoulder in a normal tone of voice. Once the number is sounded, the element leaders turn their heads back to the front as shown in figure 1.6. Once the heads of the individuals of the previous rank are turned back to the front, individuals in the next rank turn their heads 45 degrees to the right and call out the subsequent number. This procedure continues in quick time until all ranks (full and partial) have been numbered. Except when calling out their number, individuals remain at the position of attention.

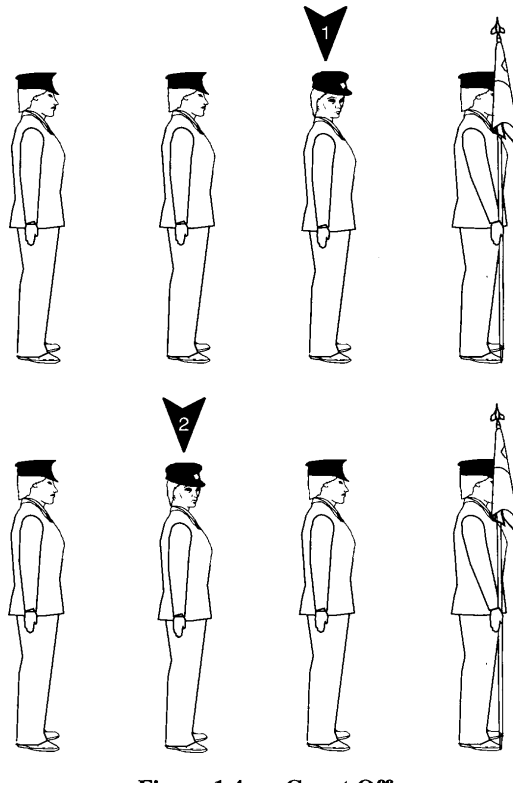


Figure 1.6 Count Off

## 1.8. Marching.

### 1.8.1. Flight Formation While Marching.

1.8.1.1 The normal formation for marching in the Cadet Wing is a column of three elements abreast. The element leaders march at the head of their elements.

1.8.1.2. The flight marches in line only for minor changes in position.

1.8.1.3. Whenever commands are given involving movements in which all elements in the flight do not execute the same movement simultaneously, the element leaders give supplementary commands for the movement of their elements.

1.9. **Close or Extend March.** To obtain close interval between files when in column at normal interval at a halt or while marching at quick time, the command is **Close, MARCH**. To obtain normal interval from close interval, the command is **Extend, MARCH**.

1.9.1. Close March (Halted). On the command **MARCH**, the base element stands fast. The remaining elements take the required number of right steps, all at the same time, and halt together. The second element takes two steps, the first element takes four steps.

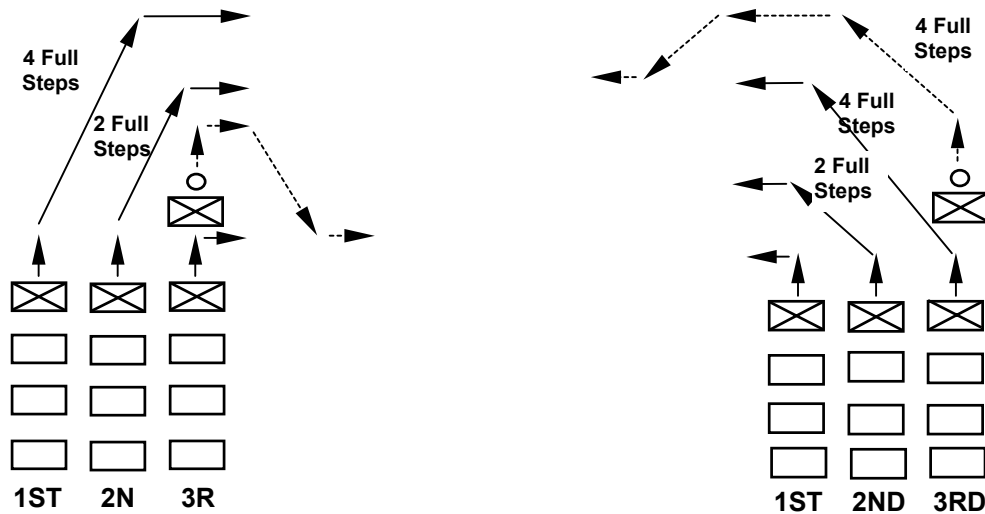
1.9.2. Close March (Marching). On the command **MARCH**, which is given on the right foot, the third element takes up the half step (beginning with the left foot) following the command of execution. The second element obtains close interval by pivoting 45 degrees to the right on the ball of the left foot, taking one 24-inch step (with coordinated arm swing) toward the third element, and then pivoting 45 degrees back to the left on the ball of the right foot. The first element takes three steps between pivots. The original direction of march is resumed; the half step is taken up once close interval is obtained; and DCID are re-established. On the command **Forward, MARCH**, all elements resume a 24-inch step.

1.9.3. Extend March (Halted). Reverse the procedures used to obtain close interval to obtain normal interval.

1.9.4. Extend March (Marching). The same procedures and steps used to obtain close interval are used except the command is given on the left foot and the pivots are made on the right foot.

### 1.10. Column Movements.

1.10.1. Column Right (Left) Normal Interval (Marching). The commands are **Column Right (Left), MARCH** and **Forward, MARCH** (see figure 1.7 and 1.8).



**Figures 1.7 and 1.8 Column Right and Column Left at Normal Interval**

1.10.2. On the command **Column Right (Left), MARCH**, the third (first) element leader takes one more 24-inch step, pivots 90 degrees to the right (left) on the ball of the left (right) foot, and suspends arm swing during the pivot. Following the pivot, step off in a 24-inch step, and resume coordinated arm swing. Beginning with the second step after the pivot, take up the half step. Each succeeding member of the third (first) element marches to the approximate pivot point established by the person in front of him or her and performs the same procedures as the element leader.

1.10.3. The second element leader takes one 24-inch step, (maintaining coordinated arm swing throughout) pivots 45 degrees to the right (left) on the ball of the left (right) foot, and takes two

24-inch steps prior to pivoting 45 degrees to the right (left) on the ball of the left (right) foot. Continue marching in 24-inch steps until even with the person on the right (left). Then take up the half step, and establish interval and dress. Each succeeding member of the second element marches to the approximate pivot point established by the person in front of him or her and performs the same procedures as the element leader.

1.10.4. The first (third) element leader takes one more 24-inch step, (maintaining coordinated arm swing throughout) pivots 45 degrees to the right (left) on the ball of the left (right) foot, and takes four 24-inch steps prior to pivoting 45 degrees to the right (left) on the ball of the left (right) foot. Continue marching in 24-inch steps until even with the person on the right (left). Then take up the half step, and establish interval and dress. Each succeeding member of the first (third) element marches to the approximate pivot point established by the person in front of him or her and performs the same procedures as the element leader.

1.10.5. The guide performs the pivots and steps exactly as the third element leader. Following completion of the pivots, the guide continues in a 24-inch step until he or she is ahead of the third element leader. The guide pivots 45 degrees to a position in front of the third element leader; then he or she pivots 45 degrees again towards the front and takes up the half step.

1.10.6. Once the entire formation has changed direction and DCID are reestablished, **Forward MARCH** will be given. On the command **MARCH**, take one more 12-inch step with the right foot, then step off with a full 24-inch step with the left foot. When performing column left, the responsibility of dress reverts to the left flank on the preparatory command **Column Left**. The responsibility remains with the left flank until the command **MARCH** is given; then it reverts to the right flank.

1.10.7. Column Right (Left) Close Interval. These movements are performed in the same manner as at normal interval except the element closest to the base file takes two 12-inch steps between pivots, and the next element takes four 12-inch steps between pivots.

1.10.8. Column Movements from a Halt (Normal or Close Interval). When column movements are executed from a halt, procedures are similar to those in paragraph 1.10.2. On the command **MARCH**, element leaders begin the movement by executing a face in marching for a column left. For a column right, element leaders take one 24-inch step forward, then execute the movement.

#### 1.11. Column Half Right (Left).

1.11.1. To change the direction of a flight by 45 degrees, the command is **Column Half Right (Left), MARCH**. On the command **MARCH**, the leading cadet of the right (left) flank advances one full 24-inch step, pivots 45 degrees to the right (left) on the ball of the left (right) foot, and advances another full 24-inch step, maintaining coordinated arm swing. The cadet then takes up the half step and continues in a half step until each member in his or her rank is abreast of each other. Then all members of that rank resume a full 24-inch step. In the meantime, the remaining individuals of the leading rank pivot 45 degrees to the right (left), with coordinated arm swing and without changing the interval, and continue marching in full 24-inch steps until

they are abreast of the base file. At this point, they conform to the step of the individual in the right (left) flank and establish the proper interval. The remaining cadets in each file march to the approximate pivot point established by the element leader and perform the movement in the same manner. They then dress to their right and cover directly behind the person in front of them.

1.11.2. The flight commander and guide pivot 45 degrees in the direction of the movement.

1.11.3. When column half right (left) is executed from a halt, the procedures are the same as described in paragraph 1.11.1. above except on the command of execution, the element leaders begin the movement by executing a face in marching to the indicated direction.

1.11.4. To execute a slight change in direction, the command **INCLINE TO THE RIGHT (LEFT)** is given. The guide or guiding element moves in the indicated direction, and the rest of the element follows. There is no pivot in this movement.

1.12. **Forming a Single File or Multiple Files.** These are not precise movements, but they are practiced in drill so, when necessary, the movements should be executed smoothly and without delay. These movements are executed only from the halt.

1.12.1. Column of Files. To form a single file when in a column of two or more elements, the command is **Column of Files From the Right (Left), Forward, MARCH**. On the preparatory command, the guide takes a position in front of the file that will move first. The element leader of the right (left) element turns his or her head 45 degrees to the right (left) and commands **Forward**. At the same time, the remaining element leaders turn their heads 45 degrees to the right (left) and command **STAND FAST**. Their heads are kept to the right (left) until they step off. On the command **MARCH**, the extreme right (left) element steps off. The element leader of each remaining element commands **Forward, MARCH** as the last cadet in each element passes, ensuring the leader's element is in step with the preceding element. All elements then incline to the right (left), following the leading elements in successive order.

## Chapter 2 -- Drill Of The Squadron

### 2.1. The Squadron as a Drill Unit.

2.1.1. A squadron consists of two or more flights. Only formations necessary for marches, drills, and ceremonies are prescribed in this chapter. The squadron normally forms in mass with flights in column (figure 2.1). When in mass formation (with the exception of the command rank and element leaders), the squadron is sized according to height with the tallest individuals to the front and right. When cadets are marching in an alternate uniform (as in cases during noon meal formation), those individuals are placed in the last rank of the formation, sized amongst themselves, tallest to the right. If their number is more than the last rank can accommodate, the excess number of individuals are placed in the rank directly in front of the last rank. When a rank is split between members wearing alternate uniforms and the designated uniform for the formation, the wearers of alternate uniforms are placed to the left side.

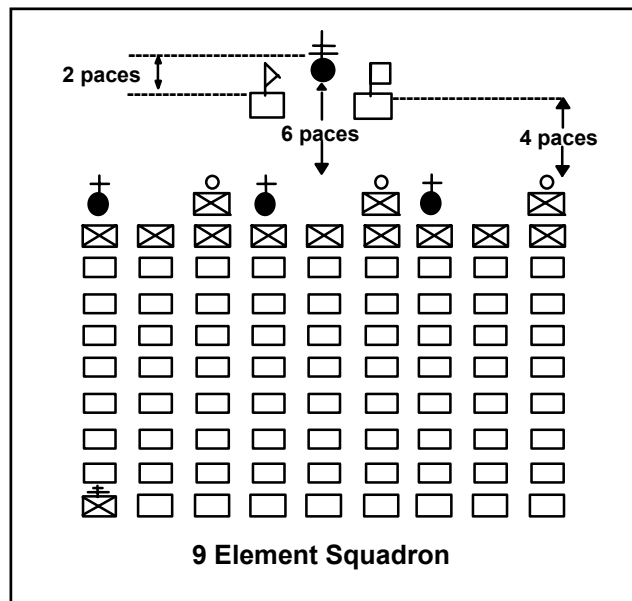
2.1.2. The squadron does not execute marching in line except for minor changes in position.

2.1.3. When changes of formation involve changes of post (for example, the first sergeant), the new post is taken by the most direct route and as soon as possible after the command of execution.

2.1.4. During noon meal formations, one outrigger is authorized, per squadron, for training purposes and are part of the squadron. Individuals performing outrigger duties should be highly proficient in drill and ceremonies, actively evaluating and correcting their squadron's performance. During a squadron eyes right, the outriggers will salute with their unit. At no time will an outrigger render an individual salute. **Outriggers will not be used during parades.**

## 2.2. Commands.

2.2.1. Cadet squadrons drill in mass formation. In such a formation, when the individuals in the squadron are to execute a movement together (such as assuming the position of attention), the Squadron Commander gives the preparatory command Squadron.



**Figure 2.1 Squadron in Mass Formation**

2.2.2. Whenever commands are given in which one flight is to stand fast or continue to march while other flights do not, the appropriate flight commander commands **STAND FAST** or **CONTINUE THE MARCH**.

2.2.3. In giving commands, Squadron Commanders may use the squadron nickname for the preparatory command; for example, **Warhawks**, **ATTENTION** or **Grim Reapers**, **DISMISSED**. Flight commanders may also include the letter of the appropriate flight; for

example, **A Flight, HALT**. Flight commanders do not repeat the Squadron Commander's combined commands.

### 2.3. Forming the Squadron in Mass.

2.3.1. The first sergeant forms and sizes the squadron in mass with flights in column. The first sergeant takes an initial post 3 paces in front of the point where the center of the squadron is to be, faces that point, and commands **FALL IN**. On the command **FALL IN**, the squadron forms in mass, by flight, by element, with Element A3 to the far right and Element C1 to the far left, with close interval between individuals. Figure 2.1 indicates key positions.

2.3.2. When positioning units in the formation area, the command is **\_\_ Paces Forward, MARCH** or **\_\_ Steps Backward, MARCH**. (In backward march, the cadet takes 12-inch steps backward, starting with the left foot, and maintains normal arm swing.) These commands are used for short distances of only four steps or less.

2.3.3. After the squadron has been formed, the Flight Commanders (or, if absent, their designees) face about and command **REPORT**. The three element leaders for each flight (or, if absent, their designees) salute and report **Sir (Ma'am), 1<sup>st</sup> (2<sup>nd</sup>, 3<sup>rd</sup>) Element all present or 1<sup>st</sup> (2<sup>nd</sup>, 3<sup>rd</sup>) Element, (number) cadet(s) absent**. The first sergeant then sizes the squadron so the tallest individuals are to the right front of the formation as described in paragraph 1.3.1.5., allowing enough time for members to size and assume position. Once the squadron is sized, the Squadron Commander takes a position 3 paces in front of and facing the first sergeant. The guidon bearer assumes a position with the Squadron Commander. (See paragraph 2.6 for guidon and unit color bearer positions). The first sergeant faces about, salutes the Squadron Commander and reports **Sir (Ma'am), the squadron is formed**.

2.3.4. After the Squadron Commander returns the salute, the first sergeant faces about and moves by the most direct route to the appropriate position. The Squadron Commander then commands **REPORT**. The flight commanders in succession from right to left salute and report **Sir (Ma'am), A(B&C) Flight, all present or accounted for or Sir (Ma'am), A (B&C) Flight, (number) cadet(s) absent**.

2.3.5. In forming the squadron, any individual required to make a report salutes while reporting and holds the salute until it is returned. The individual receiving the report returns the salute, without comment, after the report is completed.

2.4. **Aligning the Squadron.** To align the squadron when in mass at a halt, the command is **At Close Interval, Dress Right, DRESS**. On the command **DRESS**, the squadron dresses at close interval. The A flight commander promptly verifies the alignment of the ranks. When the A flight commander resumes the post, the Squadron Commander or first sergeant commands **Ready, FRONT and COVER**.

## 2.5. Inspecting the Squadron. (See Chapter 6, Formations).

2.6. **Squadron Movement in Mass Formation.** The squadron moves from one place to another in mass formation. The guidon bearer is two paces to the rear and two paces to the left of the Squadron Commander. The squadron unit color bearer is two paces to the rear and two paces to the right of the Squadron Commander.

## 2.7. Changing Direction When In Mass Formation.

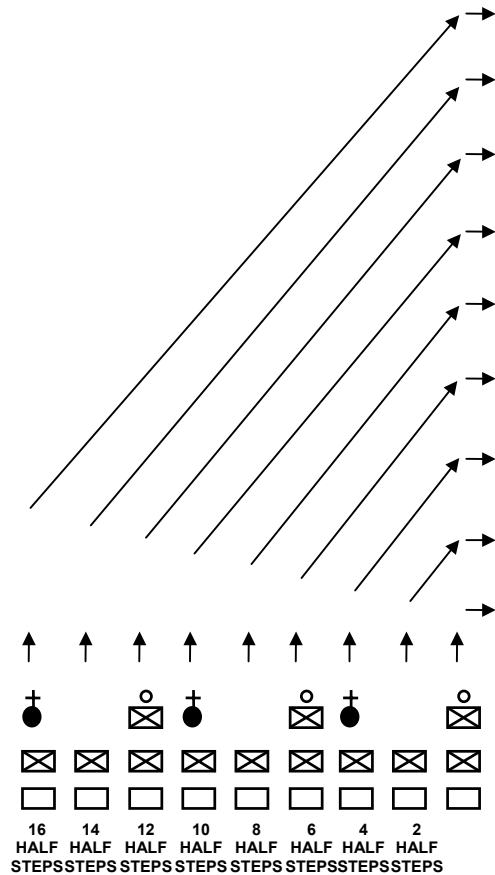
2.7.1. To change direction when in mass formation and the squadron is at the halt or in march, the command is **Right (Left) Turn, MARCH**. The right (left) flank individual of the command rank is the pivot for this movement. On the command **Right Turn, MARCH**, the individual takes one pace forward, executes a 90-degree pivot to the right, advances one 24-inch step, and takes up the half step. On the command **Left Turn, MARCH**, the individual faces to the left in marching, advances one 24-inch step, and takes up the half step. Other front rank individuals do a right (left) 45-degree pivot, advance until opposite their places in line, do a second right (left) 45-degree pivot, and upon arriving abreast of the pivot individual, take up the half step. (The proper numbers of steps between pivots are shown in figure 2.2).

2.7.2. Each succeeding rank executes the movement in approximately the same location and in the same manner as the preceding rank. All continue marching in the half step until the command **FORWARD, MARCH** is given. Forward march will be given once the change of direction is completed and DCID (dress, cover, interval & distance) have been reestablished.

2.7.3. When turning to the left, each rank dresses left on the preparatory command. Dress will remain left until the command **MARCH** is given, at which time it reverts to the right.

2.7.4. The Squadron Commander will face the squadron prior to giving the preparatory command for any change of direction. Commanders will march backward until the change in direction has been completed, DCID has been re-established, and **FORWARD, MARCH** is given.





**9 Element Squadron**

**Figure 2.2 Squadron Turns (Number of Steps Between Pivots)**

**2.8. Dismissing the Squadron.**

2.8.1. The squadron is in mass at attention. If under arms, rifles must be at order arms. If the cadet officers are carrying sabers, all sabers must be returned to scabbards. The Squadron Commander may direct the first sergeant to dismiss the squadron. The command is **First Sergeant**, (pause) **DISMISS THE SQUADRON**.

2.8.2. When the first sergeant is directed to dismiss the squadron, he or she takes the most direct route to a position 3 paces from the Squadron Commander (who is 6 paces in front of, and facing the squadron). The first sergeant halts and salutes. The Squadron Commander returns the salute and commands **DISMISS THE SQUADRON**. The first sergeant salutes and the Squadron Commander returns the salute. The Squadron Commander and guidon bearer fall out of the formation. The first sergeant executes an about face and commands **Squadron, DISMISSED**. Individuals break ranks and leave the formation.

## Chapter 3 -- Drill Of The Staff

### 3.1. The Staff as a Drill Unit.

3.1.1. The group is the smallest formation with an officer staff. The group staff consists of the group commander (or cadet lieutenant colonel or above), and three officers or NCOs filling officer positions. The wing staff consists of the Wing Commander (or cadet lieutenant colonel or above), and five officers or NCOs filling officer positions.

3.1.2. The staff forms at close interval in one rank, one and one-half paces to the rear of the commander (figure 3.1.).

3.1.3. Staffs are arranged so that the formation is balanced in height, tallest to the middle. During ceremonies, the adjutant is always placed on the right flank.

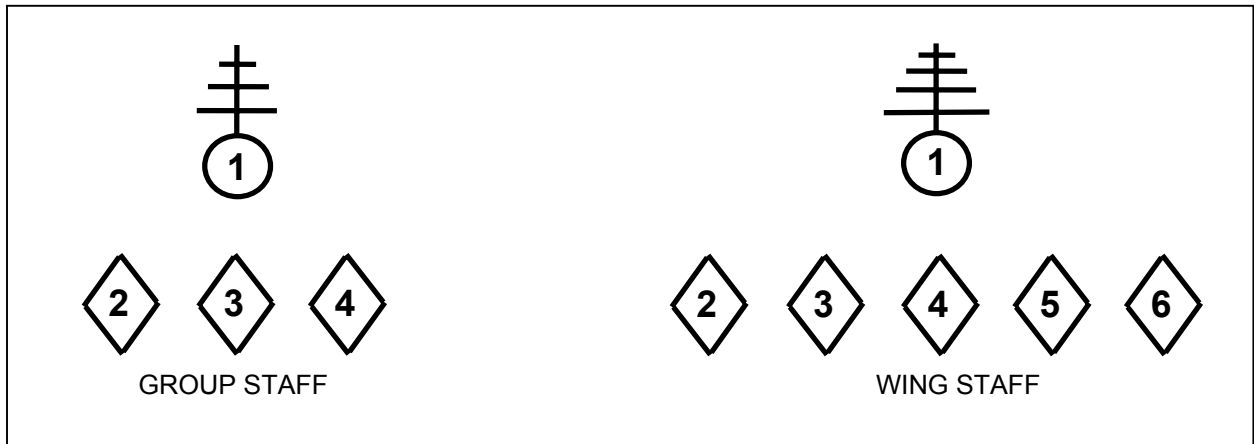


Figure 3.1 Staff

### 3.2. Commands.

3.2.1. All initial commands for staff movements are given by the cadet commander. Final commands are given by members of the staff.

3.2.2. The commander gives commands to form and dismiss the staff. When sabers are worn, the commander gives the command for the drawing of sabers and the return of sabers.

3.2.3. The adjutant, when advancing to receive reports, pivots 45 degrees to a position three paces in front of commander.

### 3.3. Staff Saber Manual.

3.3.1. During ceremonies, many saber movements are executed by the commander and staff immediately following the execution of a facing movement. When this situation occurs, the commander and staff, by prior arrangement, execute the saber manual in unison without

command. Examples: (1) Order saber after reversing staff; (2) Order saber after right (left) face when returning from officers front.

### 3.4. To Turn the Staff to the Right (Left)

3.4.1. The command is **Staff Right (Left), MARCH**.

3.4.2. The command of execution for a six person (wing) staff (including commander) is given on the opposite foot of the direction in which the staff is to turn. Each cadet executes the following movements: (figure 3.2)

3.4.2.1. Commander (No. 1) takes one step forward when marching and (commences to) mark time. If given from the halt, the commander marks time without the step forward.

3.4.2.2. Left Flank Cadet (No. 2) continues marching to the front to a position approximately one and a half paces to the front and left of No. 1, and begins to mark time.

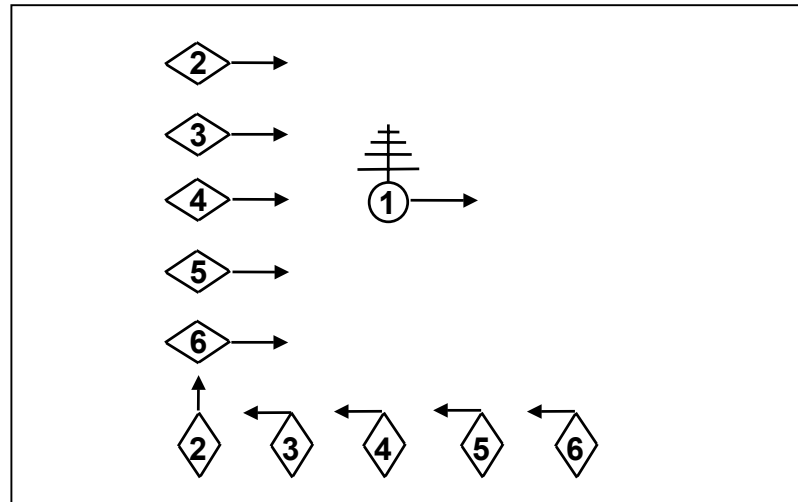
3.4.2.3. Cadet left of center (No. 3) executes a left flank, takes one step forward, executes a right flank on that step, marches to a position approximately one half pace to the front and left of No. 1 and begins to mark time.

3.4.2.4. Cadet in the center (No. 4) executes a left flank, takes three steps forward, and executes a right flank on the third step (left foot). Cadet then marches to a position even with No. 1 and begins to mark time.

3.4.2.5. Cadet right of center (No. 5) executes a left flank, takes five full steps forward, executes a right flank on the fifth step, marches to a position behind No. 4 and approximately one half pace to the left rear of No. 1, and begins to mark time.

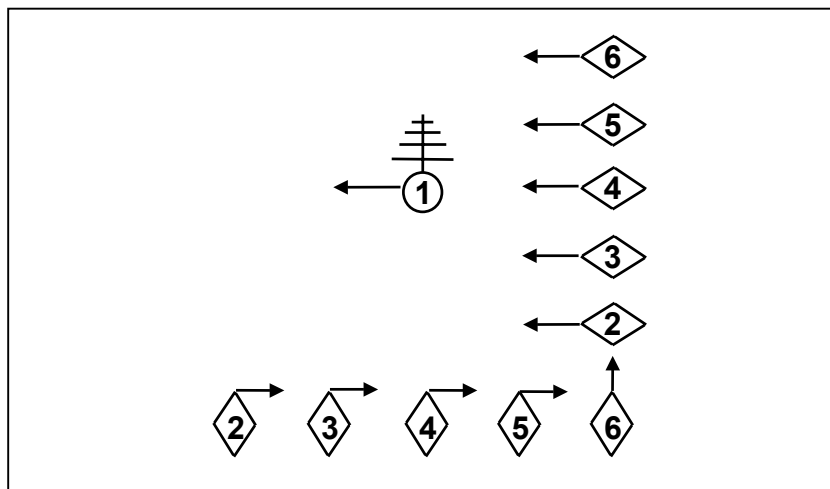
3.4.2.6. Right flank cadet (No. 6) executes a left flank, takes seven full steps forward, executes a right flank on the seventh step, marches to a position directly behind No. 5 and approximately one and one half paces to the left rear of No. 1.

3.4.2.7. As soon as No. 6 has assumed the proper position, without delay, he or she commands **Staff, STEP** as the right foot strikes the ground. All members execute a right flank movement and step off in the new direction.



**Figure 3.2 Staff Right**

3.4.3. To turn the staff left, the same procedures are followed by substituting the preparatory command **Left for Right** and exchanging the movements of No. 2 and No. 6; and No. 3 and No. 5 (figure 3.3).



**Figure 3.3 Staff Left**

3.4.4. To turn a staff consisting of four cadets, (group staff) the same movements are made but the steps are decreased.

3.4.4.1. No. 2 continues to march forward to a position one half pace to the front left of No. 1 and begins to mark time.

3.4.4.2. No. 3 executes a left flank, takes one step and executes a right flank until directly behind No. 1 and begins to mark time.

3.4.4.3. No. 4 executes a left flank, takes three steps forward, executes a right flank, marches to a position directly behind No. 3 and approximately one half pace behind No. 1 and gives the command **Staff, STEP** on the right foot.

### 3.5. To Face the Staff to the Rear.

3.5.1. To reverse direction and continue the march, the command is **Staff, Counter, MARCH**. To face the staff about and halt, the command is **Staff, Counter, HALT**.

3.5.2. The command of execution is given as the right foot strikes the ground. Each cadet in a six-cadet staff steps off simultaneously and executes the following movements: (figure 3.4.)

3.5.2.1. No. 1 begins to mark time and flanks left when No. 4 arrives in front of No. 1.

3.5.2.2. No. 6 continues to march forward for four steps, executes a left flank on the fourth step, marches to a position two paces past No. 1 and begins to mark time.

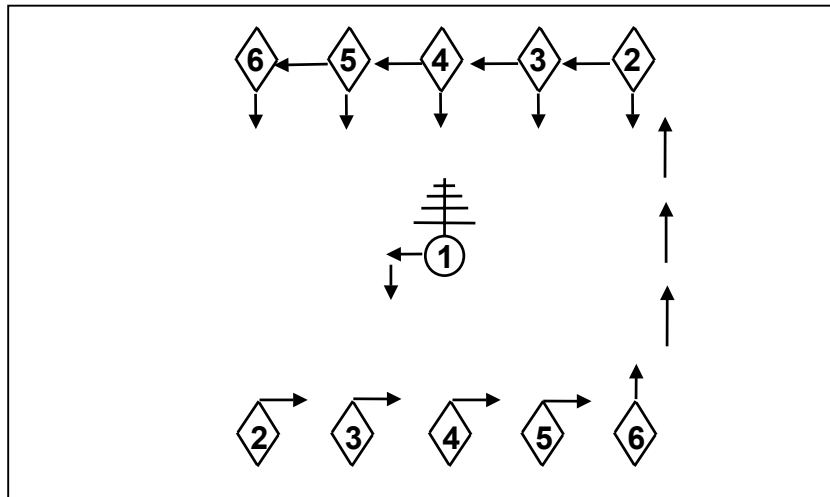
3.5.2.3. No. 5 executes a right flank, takes one step, executes a left flank on that step, takes four steps, executes a left flank on the fourth step, marches to a position one pace past No. 1 and begins to mark time.

3.5.2.4. No. 4 executes a right flank, takes three steps, executes a left flank on the third step, takes four steps, executes a left flank on the fourth step marches to a position directly even with No. 1 and begins to mark time.

3.5.2.5. No. 3 executes a right flank, takes five full steps, executes a left flank on the fifth step, takes four steps, executes a left flank on the fourth step, marches to a position one pace from No. 4 and begins to mark time.

3.5.2.6. No. 2 executes a right flank, takes seven full steps, executes a left flank on the seventh step, takes four steps, executes a left flank on the fourth step, marches to a position one pace from No. 3.

3.5.2.7. Upon assuming the proper position, without delay, No. 2 gives the command **Staff, STEP** as the left foot strikes the ground. At this command, all staff members execute a left flank to complete the movement.



**Figure 3.4 Staff Counter March**

3.5.2.8. To face a four-person staff to the rear, decrease the number of steps taken to properly position each member of the staff.

### 3.6. To Halt After a Staff Movement.

3.6.1. The initial command is **Staff Counter, HALT** or **Staff Left (Right), HALT**. The final command is **Staff, HALT** instead of **Staff, STEP**.

3.6.2. At the final command of execution, **HALT**, the staff executes the proper flanking movement and comes to a halt in three counts. The command is given by the last member of the staff rank.

## Chapter 4 -- Manual Of Arms

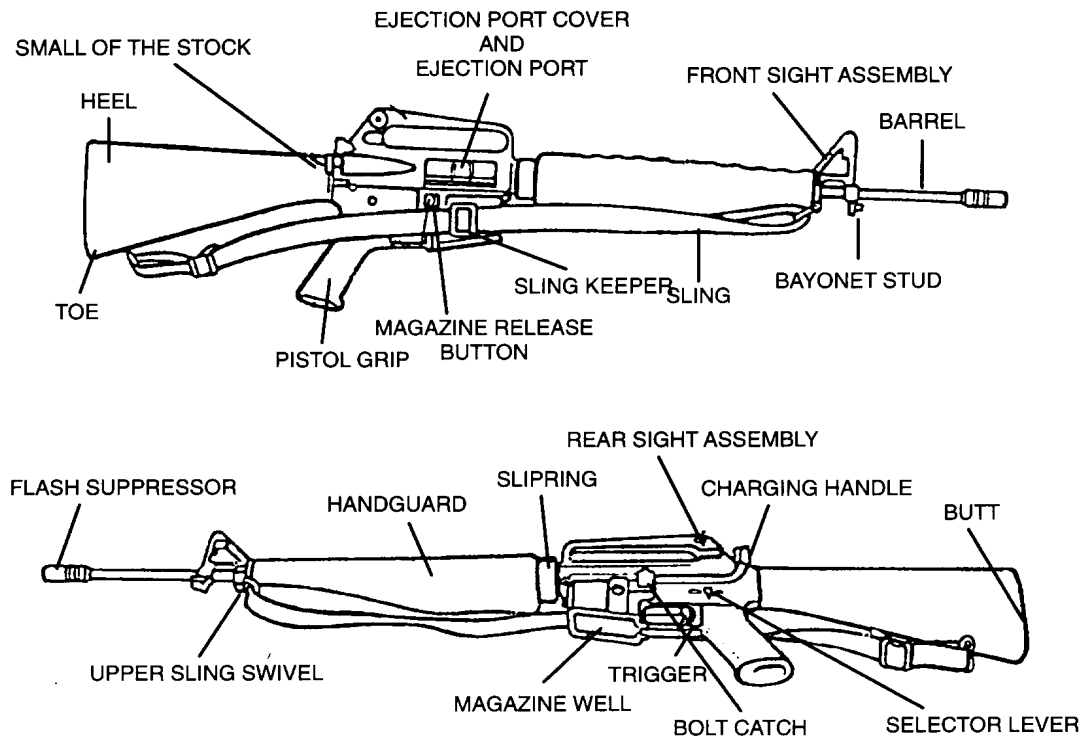
### 4.1. General.

4.1.1. When not in formation, or when carrying the rifle to and from formation, the rifle is carried at the position of port or sling. Rifles will not be transported by grasping the carrying handle.

4.1.2. All rifle movements will be performed at the cadence of quick time.

4.1.3. The manual of arms for the rifle is taught while halted. At the discretion of the formation commander to lessen fatigue, right (left) shoulder arms and port arms may be commanded when marching at quick time.

### 4.2. Manual of Arms for the M-16 Rifle



**FIGURE 4.1 M-16 RIFLE NOMENCLATURE**

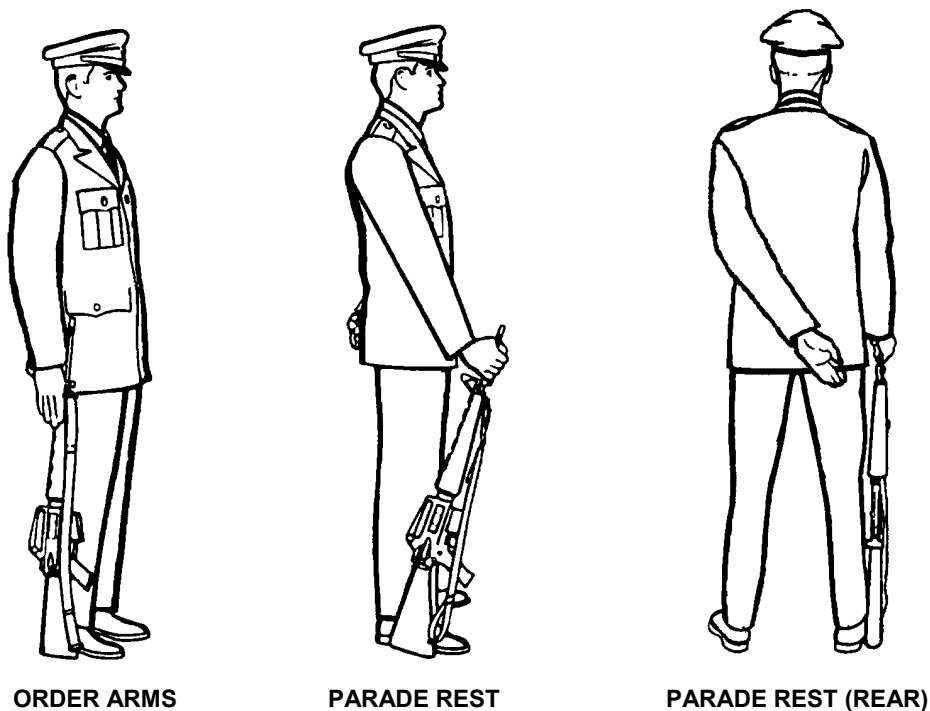
4.2.1. **Rest Position.** The rifle rest positions are commanded and executed the same as individual drill with the following additions:

4.2.1.1 On the command of execution **REST** or **Parade, REST**, thrust the muzzle forward, simultaneously changing the grip of the right hand to grasp the barrel, keeping the toe of the rifle

on the marching surface and the right arm straight. The left arm will be fully extended to the back of the body with the fingers extended and pointed toward the ground (figure 4.2).

4.2.1.2. Execute stand at ease in the same manner as parade rest with the rifle in place as in parade rest.

4.2.1.3. On the command **AT EASE or REST**, keep the butt of the rifle in place as in parade rest.



**Figure 4.2 Order Arms and Parade Rest**

#### 4.2.2. Order Arms.

4.2.2.1. Unless otherwise specified, on the command of execution **FALL IN**, cadets under arms fall in at the position of order arms with slings tight. Assume order arms from parade rest on the command of execution **ATTENTION**.

4.2.2.2. At order arms, maintain the position of attention with the rifle. Place the butt of the rifle on the marching surface, centered on the right foot, with sights to the rear. The toe of the butt touches the foot so that the rear sight and pistol grip form a straight line to the front. Secure the rifle with the right hand in a "U" formed by the fingers (extended and joined) and thumb. Hold the rifle with the right thumb and forefinger pointed downward, and on line with the flat surface of the hand guard. Keep the right hand and arm behind the rifle so that the thumb is straight along the seam of the trouser leg (figure 4.2).



### 4.2.3. Port Arms.

4.2.3.1. Port arms from order arms is a two-count movement. The command is **Port, ARMS**. On the command of execution **ARMS**, grasp the rifle barrel with the right hand and raise the rifle diagonally across the body, keeping the right elbow down (without strain). With the left hand, simultaneously grasp the hand guard just forward of the slip ring so that the rifle is about 4 inches from the waist. On the second count, regrasp the rifle at the small of the stock with the right hand. Hold the rifle diagonally across the body, about 4 inches from the waist, the right forearm horizontal, and the elbows close to the sides (figure 4.3).

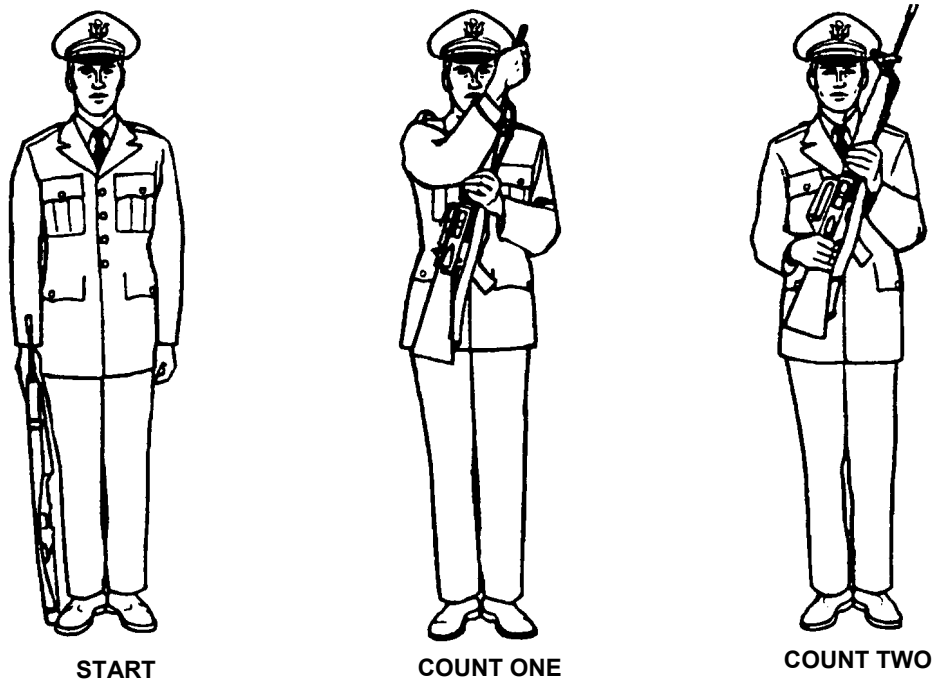


Figure 4.3 Port Arms

4.2.3.2. Order arms from port arms is executed in three counts. The command is **Order, ARMS**. On the command of execution **ARMS**, move the right hand up and across the body to the right front of the front sight assembly, grasp the barrel firmly without moving the rifle, and keep the right elbow down without strain. On the second count, move the left hand from the hand guard and lower the rifle to the side by placing the forefinger of the left hand at the flash suppressor, fingers and thumb extended and joined, palm to the rear. On the third count, move the left hand sharply to the left side, lower the rifle gently to the marching surface, and resume the position of order arms (figure 4.4).

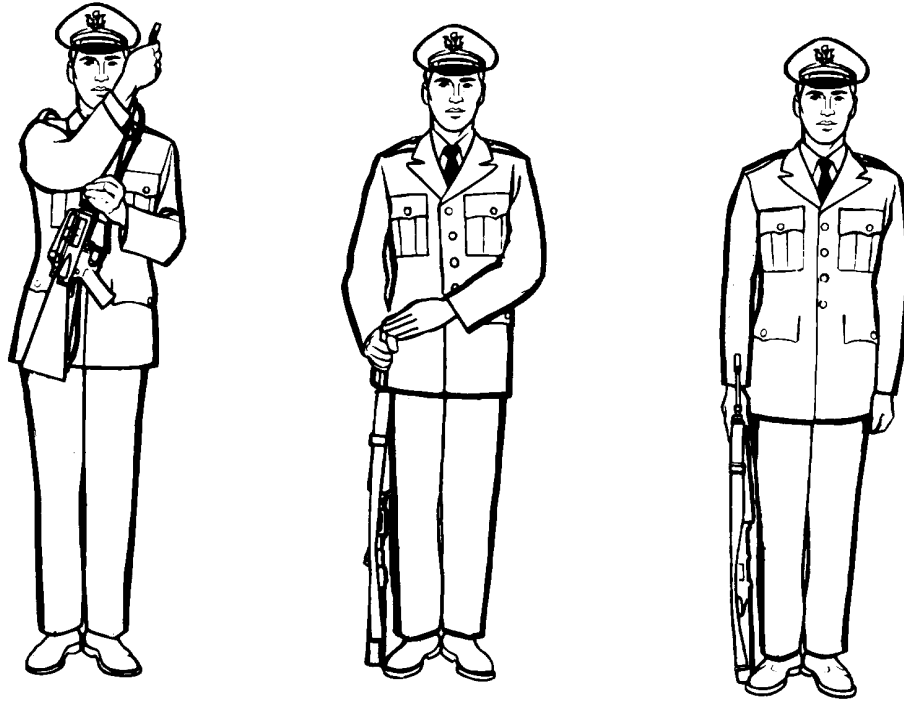


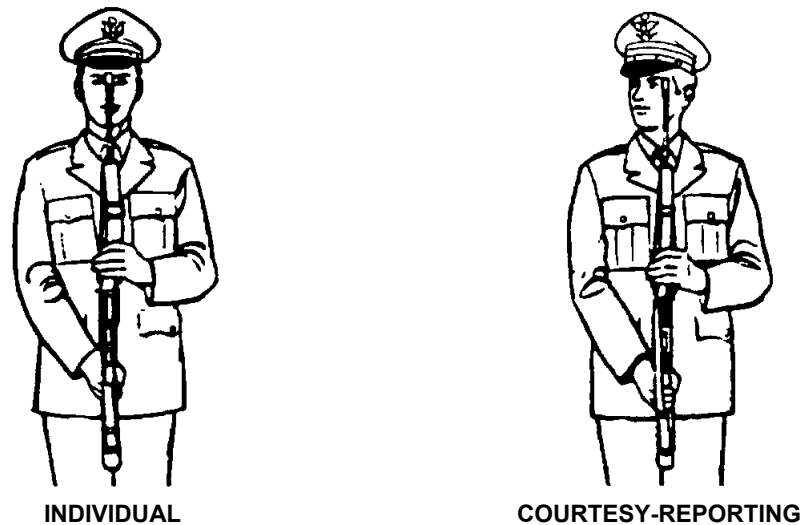
Figure 4.4 Order Arms

#### 4.2.4. Present Arms from Order Arms.

4.2.4.1. Present arms from order arms is a three-count movement. The command is **Present, ARMS**. On the command of execution **ARMS**, execute port arms in two counts. On the third count, twist the rifle with the right hand so that the magazine well is to the front, and move the rifle to a vertical position with the carrying handle about 4 inches in front of and centered on the body. Lower the rifle until the left forearm is horizontal; keep the elbow in at the sides (figure 4.5).

4.2.4.2. Order arms from present arms is a four-count movement. The command is **Order, ARMS**. On the command of execution **ARMS**, return the rifle to port arms. Counts two, three, and four are the same as order arms from port arms.

4.2.4.3. Present arms from or to port arms is a one-count movement. The position of port arms is assumed for one count while in transit to or from present arms when going to or from right shoulder or left shoulder arms. When double timing (not in formation), come to a halt prior to rendering the courtesy.



**Figure 4.5 Present Arms**

#### 4.2.4.4. Rifle Salutes

4.2.4.4.1. When rendering reports of courtesy to an individual with the rifle at order, port, or sling arms, and not in formation, the rifle salute is used.

4.2.4.4.2. To execute the rifle salute from order arms, execute present arms as described in paragraph 4.2.4.1. Turn the head and eyes toward the individual addressed. Upon acknowledgment of the salute, automatically return to the order arms position.

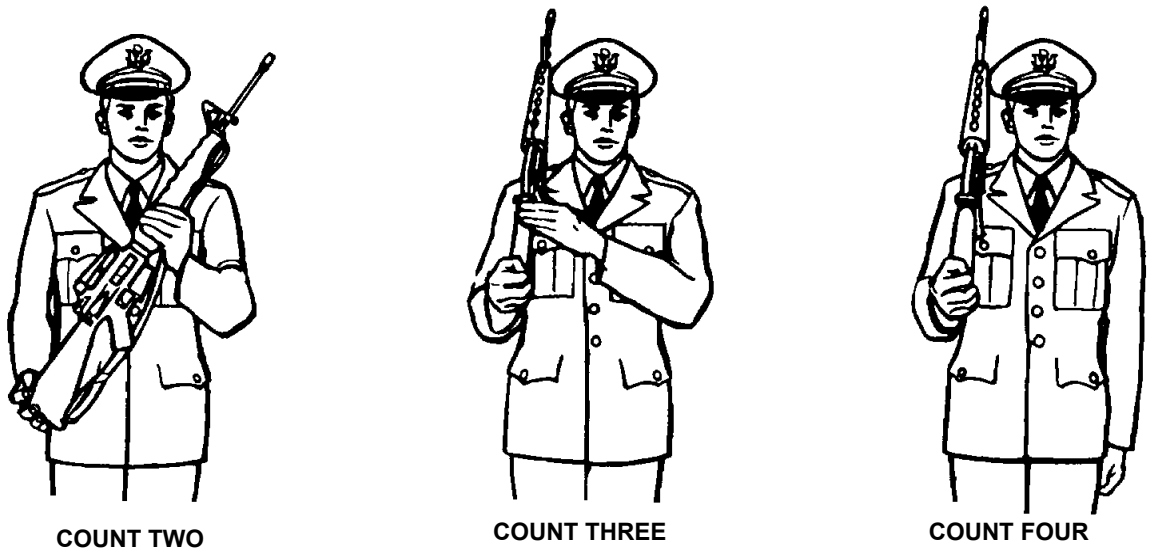
4.2.4.4.3. To execute the rifle salute from port arms, execute present arms as described in paragraph 4.2.4.1. Turn the head and eyes toward the individual addressed. Upon acknowledgment of the salute, automatically return to the port arms position.

4.2.4.4.4. To execute the rifle salute from sling arms, reach across the body with the left hand, grasping the sling just below the right shoulder. Once the sling is grasped, execute a normal hand salute with the right hand. Turn the head and eyes toward the individual addressed. Upon acknowledgment of the salute, automatically return to the sling arms position.

#### 4.2.5. Right Shoulder Arms.

4.2.5.1. Right shoulder arms from order arms is a four-count movement. The command is **Right Shoulder, ARMS**. On the command of execution **ARMS**, grasp the rifle barrel with the right hand and raise it diagonally across the body, keeping the right elbow down without strain. With the left hand, grasp the hand guard just forward of the slip ring, ensuring that the weapon is about 4 inches from the waist. On the second count, move the right hand from the barrel and grasp the heel of the butt between the first two fingers with the thumb and forefinger touching. On the third count (without moving the head), release the grasp of the left hand (without changing the grasp of the right hand), twist the rifle so that the sights are up, and place the weapon onto the

right shoulder, moving the left hand to the small of the stock to guide the rifle to the shoulder. Keep the fingers and thumb (left hand) extended and joined with the palm turned toward the body. The first joint of the left forefinger touches the rear of the horizontal with the right upper arm against the side and on the left hand back. On the fourth count, sharply move the left hand back to the left side as in the position of attention (figure 4.6).

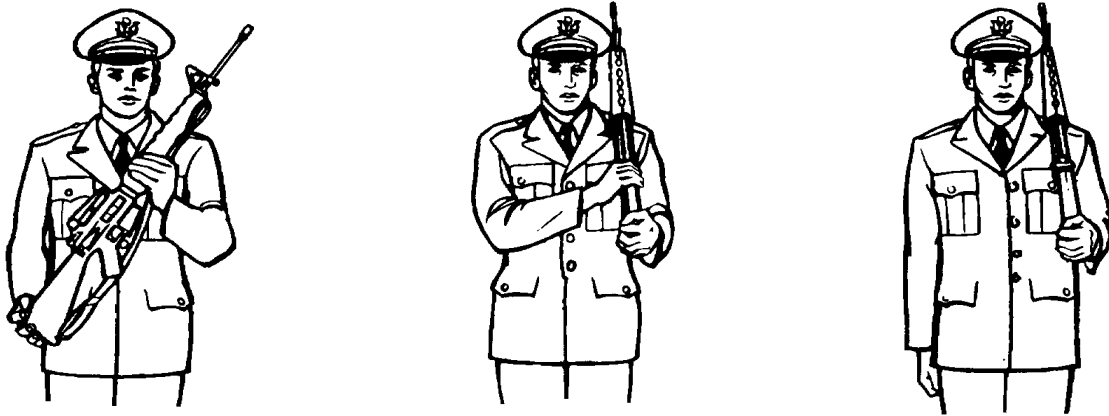


**Figure 4.6 Right Shoulder Arms**

4.2.5.2. Order arms from right shoulder arms is a four-count movement. The command is **Order, ARMS**. On the command of execution **ARMS**, without moving the head and without changing the grasp of the right hand, press down quickly and firmly on the butt of the rifle with the right hand and twist the weapon (with the sights up), guiding it diagonally across the body and about 4 inches from the waist. Grasp the rifle with the left hand at the hand guard just forward of the slip ring. On the second count, move the right hand up and across the body, approaching from the right front of the front sight assembly, and firmly grasp the barrel without moving the rifle; keep the right elbow down without strain. The third and fourth counts are the same as order arms from port arms (figure 4.4).

#### 4.2.6. Left Shoulder Arms.

4.2.6.1. Left shoulder arms from order arms is a four-count movement. The command is **Left Shoulder, ARMS**. On the command of execution **ARMS**, execute port arms in two counts. On the third count, release the grasp of the left hand and (without moving the head) place the rifle on the left shoulder with the right hand (with the sights up), keeping the right elbow down. At the same time, regrasp the rifle with the left hand with the heel of the butt between the first two fingers and with the thumb and forefinger touching. The left forearm is horizontal, and the left upper arm is against the side and on line with the back. On the fourth count, move the right hand to the right side as in the position of attention (figure 4.7).



**Figure 4.7 Left Shoulder Arms**

4.2.6.3. Order arms from the left shoulder arms is a five-count movement. The command is **Order, ARMS**. On the command of execution **ARMS**, move the right hand up and across the body and grasp the small of the stock, keeping the right elbow down. On the second count (without moving the head), release the grasp of the left hand and with the right hand move the rifle diagonally across the body (sights up) about 4 inches from the waist. At the same time, regrasp the hand guard just forward of the slip ring with the left hand, and resume port arms. Counts three, four, and five are the same as order arms from port arms (figure 4.4).

#### 4.2.7. Changing Positions.

4.2.7.1. Right shoulder arms from port arms is a three-count movement. The command is **Right Shoulder, ARMS**. On the command of execution **ARMS**, release the grasp of the right hand and regrasp the rifle with the heel of the butt between the first two fingers, with the thumb and forefinger touching. Counts two and three are the same as counts three and four from order arms. When marching, the command is given as the right foot strikes the marching surface.

4.2.7.2. Port arms from right shoulder arms is a two-count movement. The command is **Port, ARMS**. On the command of execution **ARMS**, execute count one of order arms from right shoulder arms. On the second count, release the grasp of the right hand and regrasp the rifle at the small of the stock and come to port arms. When marching, command is given as the right foot strikes the marching surface.

4.2.7.3. Left shoulder arms from port arms is a two-count movement. The command is **Left Shoulder, ARMS**. On the command of execution **ARMS**, execute left shoulder arms in the same manner as counts three and four from order arms. When marching, the command is given as the left foot strikes the marching surface.

4.2.7.4. Port arms from left shoulder arms is a two-count movement. The command is **Port, ARMS**. On the command of execution **ARMS**, execute the first two counts of order arms from

left shoulder arms. When marching, the command is given as the left foot strikes the marching surface.

4.2.7.5. Left shoulder arms from right shoulder arms is a four-count movement. The command is **Left Shoulder, ARMS**. On the command of execution **ARMS**, execute the first count the same as executing order arms. On count two, remove the right hand from the butt of the rifle and regrasp the small of the stock (port arms). Counts three and four are the same movements as from port arms. When marching, the command is given as the left foot strikes the marching surface.

4.2.7.6. Right shoulder arms from left shoulder arms is a five count movement. The command is **Right Shoulder, ARMS**. On the command of execution **ARMS**, execute port arms in two counts. Counts three, four and five are the same as from port arms. When marching, the command is given as the right foot strikes the marching surface.

**NOTE:** When at the halt or while marching at right (left) shoulder arms, it is necessary to make weapon corrections of alignment in order to maintain proper dress of the rifles. This is accomplished from within the formation. Each individual is responsible for correcting the alignment of the person's rifle to their immediate front by stating "**Butt right (left)**", "**Counter right (left)**", or "**Elbow forward (back)**". Proper alignment is indicated by stating "**Steady**".

4.2.7.7. Present arms from right shoulder arms or left shoulder arms, while in formation, is executed from the halt only. The command is **Present, ARMS**. On the command of execution **ARMS**, come to port arms from either shoulder and then execute present arms (in one count from port arms).

4.2.7.8. To resume right (left) shoulder arms from present arms, the command is **Right (Left) Shoulder, ARMS**. On the command of execution **ARMS**, execute port arms in one count and then execute the counts as prescribed from port arms.

4.2.8. **15 Count Manual of Arms.** With experience, cadets should be capable of executing the 15-count manual of arms in unison: from order, to right shoulder, to left shoulder, to present and then to order arms. The command is **Fifteen Count Manual, ARMS**.

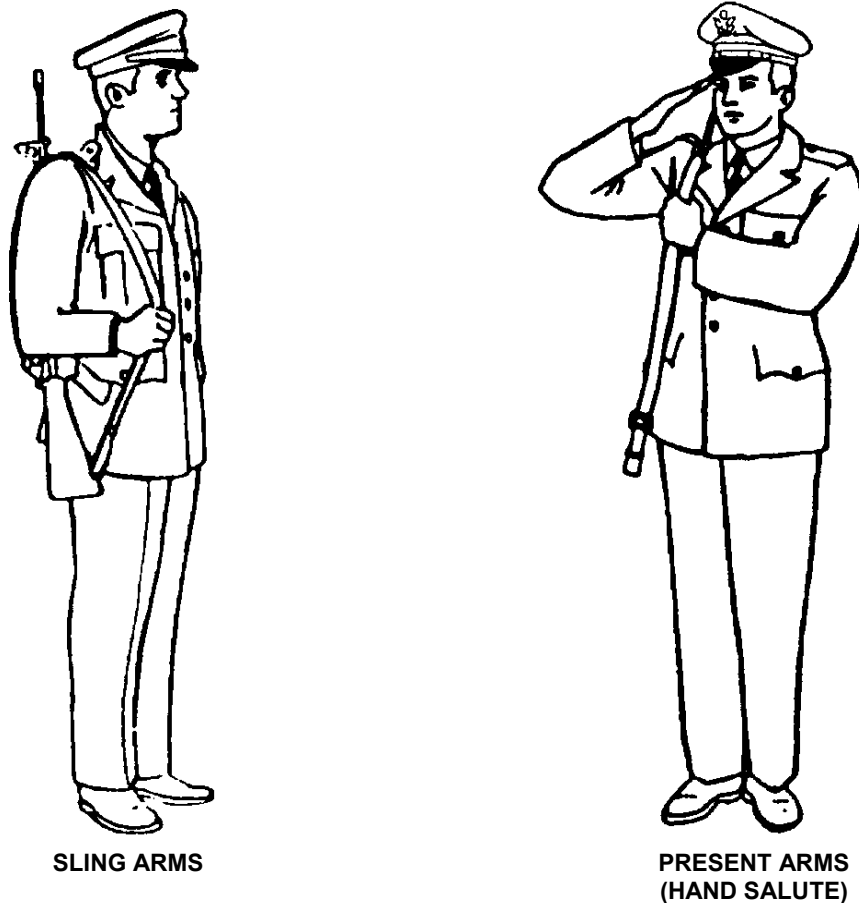
#### 4.2.9. **Sling Arms.**

4.2.9.1. Sling arms is used mainly when marching long distances such as the march to and from Jack's Valley, or when carrying the M-16 and books to class (figure 4.8).

4.2.9.2. This section contains the procedures for executing manual of arms movements while at sling arms.

4.2.9.3. Remain at sling arms during all rest movements.

4.2.9.4. When in formation at sling arms, execute the hand salute on the command Present, ARMS.



**Figure 4.8 Sling Arms/Hand Salute**

4.2.9.5. From order arms with the sling loose, the command for sling arms is **Sling, ARMS**. On the command of execution **ARMS**, grasp the rifle barrel with the right hand and raise it vertically. Grasp the sling near the upper sling swivel with the left hand, and release the right hand. Place the right hand and arm between the sling and rifle and place the sling over the right shoulder. Regrasp the sling with the right hand so that the wrist is straight, the right forearm is horizontal, the elbow is tight against the side, and the rifle is vertical. Release the grasp of the left hand and move it sharply to the left side as in the position of attention.

4.2.9.6. To return the rifle to order arms with the sling tight, the command is **Adjust, SLINGS**. On the command of execution **SLINGS**, remove the rifle from the shoulder. Then, grasp the rifle barrel with the right hand and raise it vertically. With the left hand, place the butt of the rifle on the right hip and cradle it in the crook of the right arm. Use both hands to tighten the sling on the ejection port side. Grasp the rifle barrel with the right hand and guide the rifle to the order arms positions.

4.2.9.7. From order arms with sling(s) tight, the command is **Sling, ARMS**. On the command of execution **ARMS**, grasp the rifle barrel with the right hand and raise the rifle vertically. With

the left hand, place the rifle butt on the right hip, cradle the rifle in the crook of the right arm, and use both hands to adjust the sling. Grasp the sling with the left hand near the upper sling swivel and execute sling arms.

4.2.9.8. If at order arms with the sling loose and the commander wants the slings to be tightened, he commands **Adjust, SLINGS**. On the command of execution **SLINGS**, tighten the sling and guide the rifle to order arms.

4.2.9.9. To return the rifle to order arms with the sling loose, the command is **Unslung, ARMS**. On the command of execution **ARMS**, reach across the body with the left hand and grasp the sling at the right shoulder. Release the right hand grasp of the sling and remove the rifle from the shoulder. Grasp the rifle barrel with the right hand, release the left hand grasp of the sling, and guide the rifle to the order arms position.

#### 4.2.10. Salute at Sling Arms.

4.2.10.1. To salute while at sling arms, the command is **Present, ARMS**. On the command of execution **ARMS**, reach across the body with the left hand and grasp the sling just above the right hand. Release the right hand and execute the hand salute (figure 4.8).

4.2.10.2. To terminate the hand salute, the command is **Order, ARMS**. On the command of execution **ARMS**, lower the right hand sharply to the side as in the position of attention and then regrasp the sling at the original position. After grasping the sling with the right hand, release the left hand and return it sharply to the left side as in the position of attention.

4.2.10.3. When rendering reports of courtesy to an individual, the same rules apply for the hand salute (as explained in individual drill) (figure 4.8).

**NOTE:** Individuals performing duty in congested areas, which would require frequent salutes, should carry the weapon at sling arms.

#### 4.2.11. Port Arms from Sling Arms.

4.2.11.1. The command for this movement is **Port, ARMS**. On the command of execution **ARMS**, reach across the body with the left hand and grasp the sling at the shoulder. Lift the weapon (by the sling), swing it to the front of the body and grasp the small of the stock with the right hand. Release the sling (left hand) and regrasp the weapon just forward of the slip ring. Ensure that the rifle is 4 inches from the belt and held diagonally across the body. Keep the elbows in at the sides and the right forearm horizontal (figure 4.9).

4.2.11.2. To resume sling arms, the command is **Sling, ARMS**. On the command of execution **ARMS**, grasp the sling near the upper sling swivel with the left hand. Release the right hand and swing the rifle back onto the shoulder by placing the right arm between the sling and rifle, immediately resume the position of sling arms.





Figure 4.9 Port Arms from Sling Arms

### 4.3 Manual of Arms for the M-14 Rifle

4.3.1. General. The manual of arms with the M14 (Figure 4.10) rifle is executed in the same manner as the manual of arms for the M16 series rifle, except inspection arms, stack arms, order arms, and some movements of present arms.

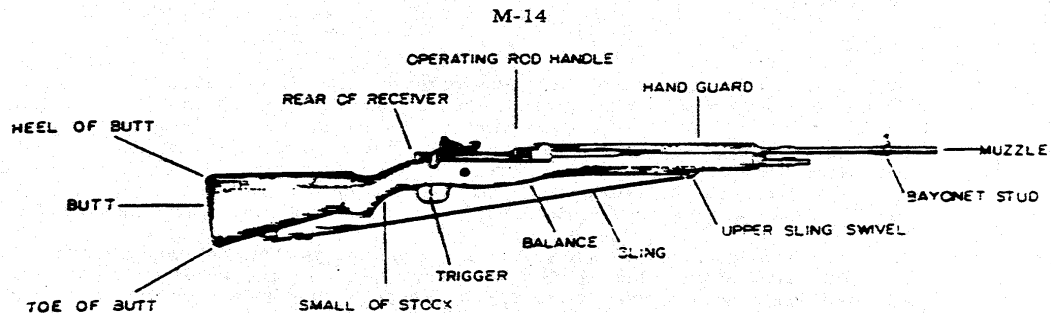


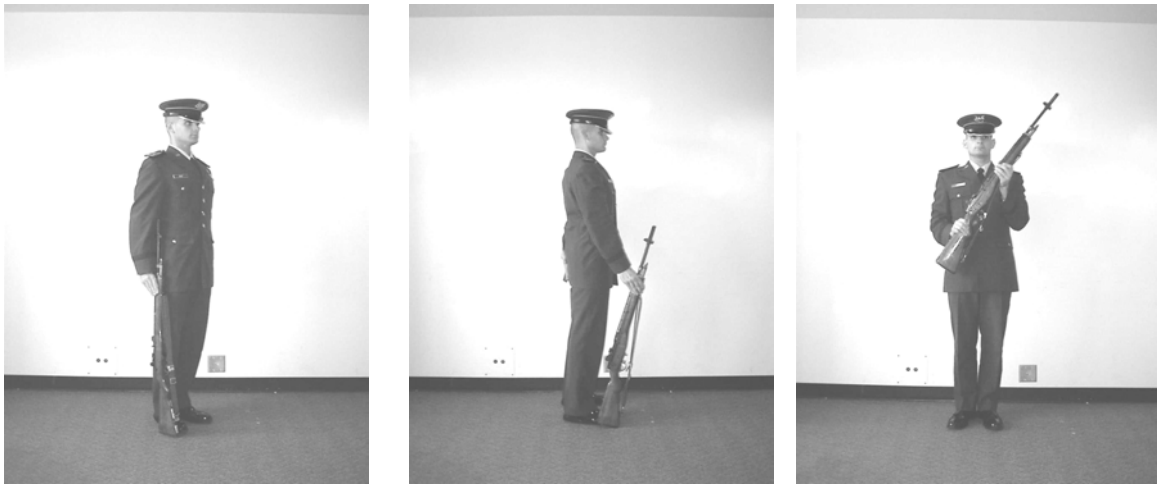
Figure 4.10 M14 Series Rifle

#### 4.3.2. Order Arms

Execute order arms in the same manner as explained for the M16 series rifle except place the butt of the rifle on the marching surface with the toe of the butt on line with the front of the right foot.

#### 4.3.3. Rest Position

Execute the rest position in the same manner as explained for the M16 series rifle except keep the toe of the butt on line with the front of the right foot.



**Figure 4.11 Attention, Parade Rest, and Port Arms**

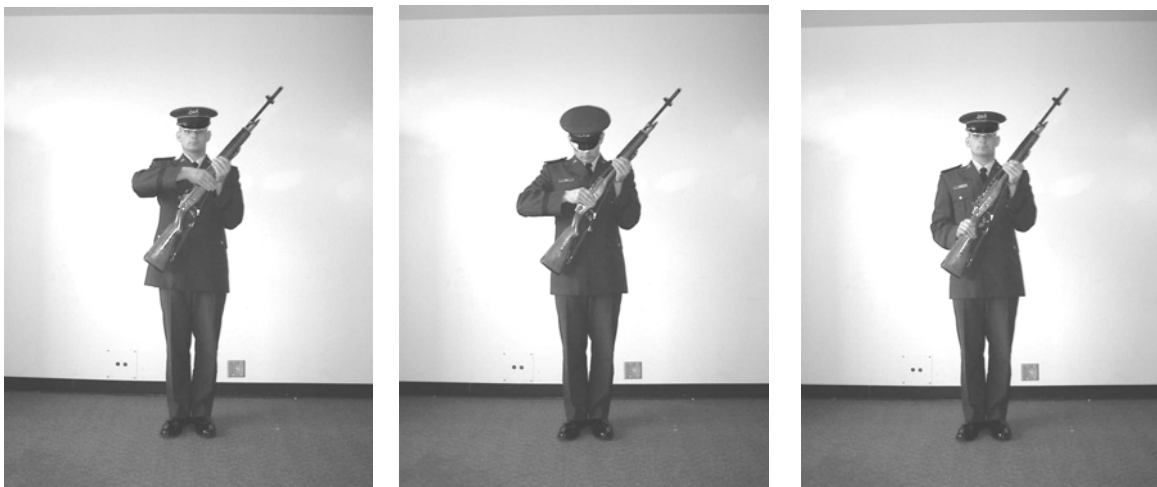
4.3.4. **Port Arms.** Execute port arms in the same manner as explained for the M16 series rifle except change the term of “forward of the balance” to “at the balance” (Figure 4.9).

4.3.5. **Present Arms.** When not at order arms, execute the movement in the same manner as previously described for the M16 series rifle (Figure 4.5).

4.3.6. **Right/Left Shoulder Arms.** Execute right/left shoulder arms in the same manner as explained for the M16 series rifle except change the term “charging” to “receiver” (Figure 4.6/7).

4.3.7. **Inspection Arms.** Inspection arms with the M14 rifle is executed in five counts.

4.3.7.1. Counts one and two are bringing the weapon to port arms. On count three, release the small of the stock and move the right hand forward (fingers extended and joined, thumb on the opposite side of the receiver). Place the knife edge of the hand in contact with the operating rod handle. On count four, press the operating rod handle sharply to the rear and lock the bolt to the rear by pressing the bolt lock with the thumb. At the same time, lower the head and eyes to check the receiver. On count five, raise the head and eyes back to the front and regrasp the small of the stock with the right hand, assuming the inspection arms position. (Figure 4.12)



**Count 3**

**Count 4**

**Count 5**

**Figure 4.12 Inspection Arms**

4.3.7.2. **Ready, Port, ARMS** is the only command that is given from inspection arms. On the command Ready, relax the grip of the right hand and hook the forefinger over the operating rod handle, pulling it to the rear. On the command Port, release the operating rod handle (allowing the bolt to go forward) and place the forefinger on the trigger. On the command of execution ARMS, pull the trigger and come to port arms.

4.3.8. **In Ranks Inspection Procedures (With Weapons).** When opening and closing ranks, all individuals with rifles will raise their rifles approximately 3 inches off of the ground on the preparatory command. When taking the required amount of steps, the right arm will not swing. Once halted, the butt of the weapon will be placed back to the position of attention.

4.3.8.1. As the inspecting official halts, is directly in front of, and facing the individual being inspected, the individual executes inspection arms. If the inspecting official wants to inspect the individual's weapon, he will inspect the weapon first, then the individual's uniform and appearance.

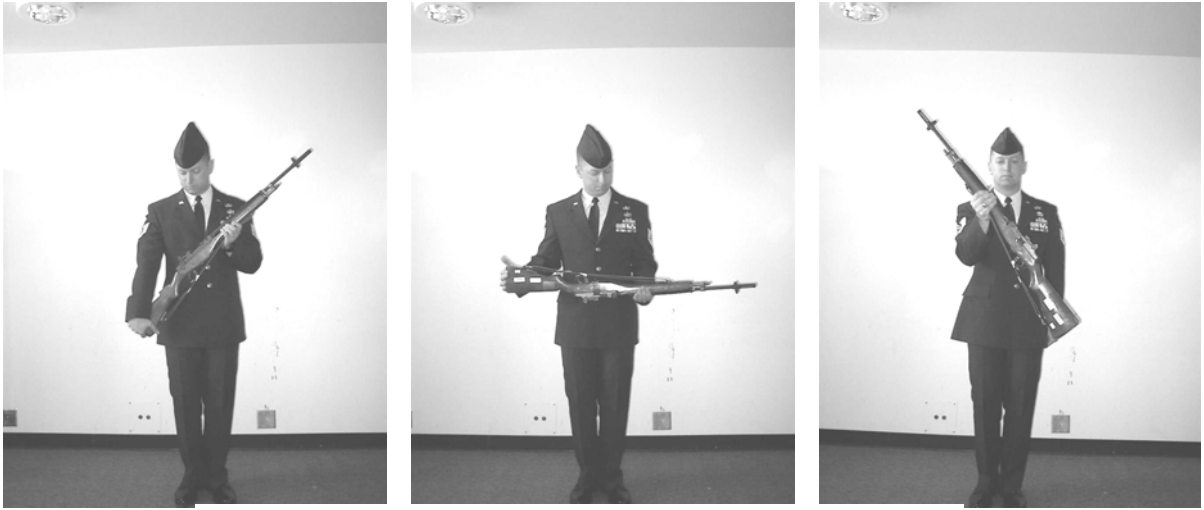
4.3.8.2. As soon as the inspecting official grasps the weapon, the individual releases the weapon and resumes the position of attention. When the inspecting official has finished inspecting the weapon, he returns it in the same manner as it was received. The individual receives the weapon by grasping the center of the hand guard just below the upper sling swivel with the left hand and the small of the stock with the right hand. He then executes ready, port arms; order, arms. NOTE: In the event the inspecting officer does not want to inspect the weapon, the inspector will command "**Ready, Port, ARMS; Order, ARMS**". The cadet will respond to the commands, then will have his/her uniform inspected.

4.3.8.3. **Inspector's Procedures.** The correct method of manipulating a rifle for inspection is as follows: (Figure 4.13-4.15)

4.3.8.3.1 When receiving the rifle from the inspected individual, reach forward and grasp the rifle at the upper portion of the hand guard with the right hand. Twisting the rifle to the left, bringing the rifle to a proper port arms. Extending the right arm fully towards the ground, lower the rifle diagonally to inspect the muzzle. Moving the rifle upward, inspect the top of the rifle to the receiver, stopping at port arms. Releasing the right hand from the small of the stock, grasp the butt of the rifle with the right hand, palm facing the body, with fingers under the rifle butt. Rotating the right hand away from the body, and relaxing the grip of the left hand, lower the rifle to a horizontal position, sights pointing down, muzzle to the left. Inspect the underside of the weapon. When finished inspecting, the inspector will release the right hand, allowing the butt to fall, while raising the left hand slightly. The inspector will then re-grasp the rifle at a reverse port arms position, with the right hand just below the upper sling swivel. Extend the arms forward to return the rifle to the inspected individual. (NOTE: The weapon must be returned in the same manner as received.)



**Figure 4.13 Inspector Procedures**



**Figure 4.14 Inspector Procedures**



**Figure 4.15 Retuning Weapon following Inspection**

### 4.3.9 Stack and Take Arms

4.3.9.1 Stack arms is executed from order arms only. It may be executed while at normal interval in a line (squad) or a column formation. Stack arms is not a precise movement; however, it is executed in a military manner. The leader designates the stackmen by numbers (2-5-8) when in a line formation, or by element (second or third) when in a column formation. After the stackmen have been designated, he then commands **Prepare, SLINGS**.

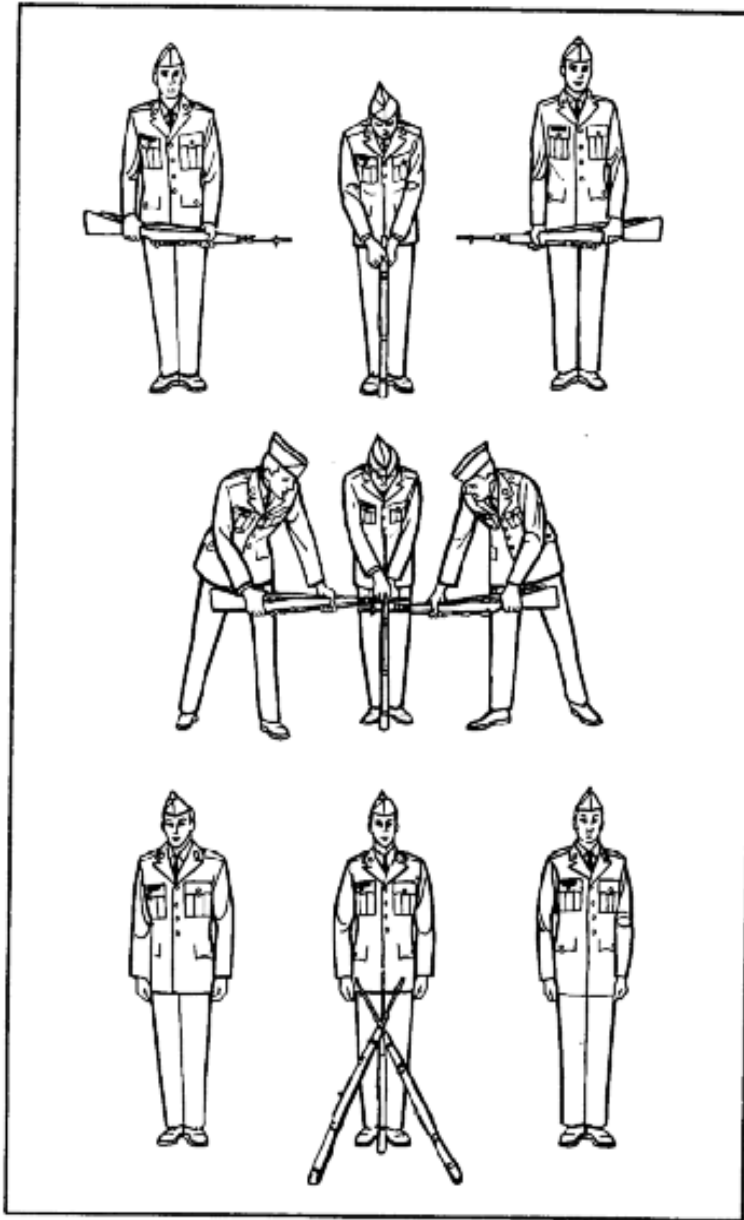
4.3.9.2. On the command SLINGS, each stackman places the butt of his rifle on his right hip and cradles it in the crook of his right arm. He then adjusts the sling keeper to form a 2-inch loop next to the upper sling swivel. As soon as he has prepared the loop, he returns to order arms.

4.3.9.3. When all stackmen have returned to order arms, the leader commands **Stack, ARMS**. On the command **ARMS**, each stackman places his rifle directly in front of and centered on his body with the sling facing to the front. The heel of the rifle butt is on the marching surface on line with the toes of his shoes. He grasps the rifle by the hand guard with his left hand. The first two fingers of the left hand hold the inner part of the loop against the rifle. He reaches across the front of the , and holds it open for the insertion of the other rifles. He holds the rifle vertical at all times. On the command ARMS, the men to the left and right of the stackman perform the following movements simultaneously:

4.3.9.3.1. The man on the stackman's left raises and centers his rifle in front of his body so that his right hand is shoulder high and the rifle is about 4 inches from his chest, with the sling to the front. He then grasps the rifle with his left hand at the small of the stock and lowers both arms, holding the weapon in a horizontal position (Figure 4.16).

4.3.9.3.2. The man on the stackman's right raises and centers his rifle, wrist shoulder high, with the sling facing the front. He then grasps the rifle with his left hand directly below his right hand, and, in the most convenient manner, grasps the rifle with the right hand at the small of the stock. He then lowers both arms, holding the rifle stock. He then lowers both arms, holding the rifle in a horizontal position ( Figure 4-16).

4.3.9.3.3. As soon as both men have completed these movements, each moves the foot nearest the stackman 18 inches (half left or right) toward the stackman. In a continuing motion, the man on the stackman's left inserts the muzzle of his rifle into the loop held by the stackman until the bayonet stud protrudes past the far end of the loop (Figure 4.16). He holds his rifle in that position until the man on the stackman's right inserts the muzzle of his rifle through the loop in the same manner and above the muzzle of the rifle of the left man.



**Fig 4.16 Stack Arms**

4.3.9.3.4 When both rifles have been inserted into the loop, the men on each side of the stackman swing the butts of their rifles out and down to the marching surface until the stack is tight with the (two) rifle butts on line and about 2 feet from the baseline.

4.3.9.4. After necessary adjustments have been made, the three men come to attention (Figure 4-14) Extra rifles are passed to the nearest stack on the right. As each rifle is passed, it is grasped at the upper part of the hand guard with the right hand. Then, with the rifle held vertical, it is passed with fully extended arm to the right front. The man on the right grasps the rifle at the balance with his left hand, brings the rifle to the center of his body, and re-grasps it at the upper part of the hand guard with his right hand. This action continues until the stackman receives the rifle and places it on the stack with his right hand as nearly vertical as possible. He places the rifles on the stack with the slings away from the stack (if the second squad is the stack squad, extra rifles are passed to the left).

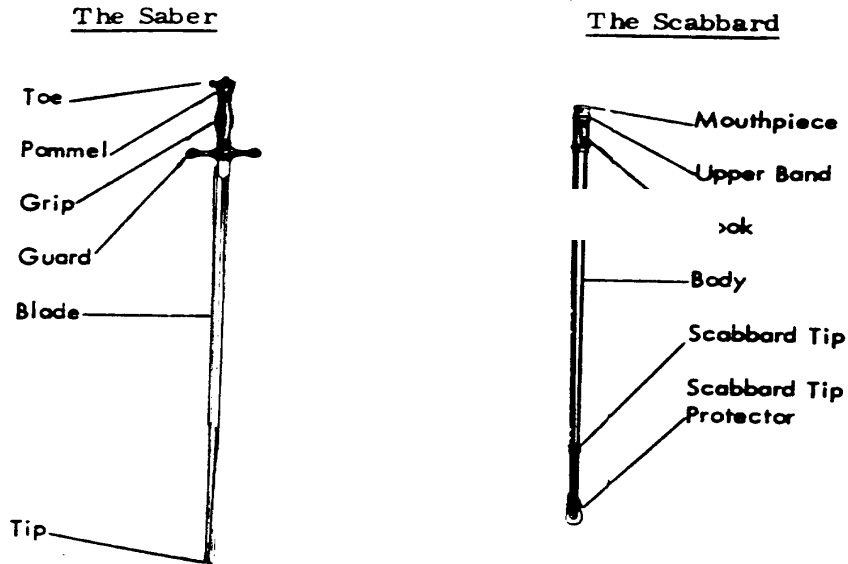
4.3.9.5. To take arms, the leader commands **Take, ARMS**. On the command **ARMS**, the stackman passes each extra rifle toward its bearer. The rifles are handled in the manner described for passing them to the stack (left hand at the balance, right hand at the upper part of the hand guard). As the men receive their rifles, they come to order arms.

4.3.9.5.1 After all extra rifles have been returned, the stackman grasps the base rifles, holding the loop open as in stack arms. The men to the right and left of the stackman take one step to their left and right fronts, respectively. They reach down, grasp their rifles, and bring the rifles to a horizontal position. The man to the right of the stackman frees his rifle from the stack first. Each man returns to order arms after unsling arms and retrieves his rifle. He does this by guiding and steadying the rifle with his left hand (as in the next to the last count of order arms).

4.3.9.5.2 The stackman adjusts the sling of his rifle before returning to order arms.

## Chapter 5 -- Manual Of Arms For The Cadet Saber

### 5.1. General.



**Figure 5.1 Saber and Scabbard**

5.1.1. The saber is a French-type weapon carried as the arm of wing and group staffs, as well as cadet commanders at all levels (figure 5.1). Correct blade length is determined in the position of carry when the blade tip is opposite the lobe of the ear.

5.1.2. The scabbard is hooked into the baldric (diagonally worn sword belt), which is worn over the right shoulder, (over the tie and underneath the name tag and epaulet, when present) and adjusted so that the saber hangs along the left outside seam of the trouser; the hook located at the point of the hip. The saber is inserted into the scabbard so that the shield on the guard faces outward to the wearer's left. When marching, the cadet does not steady the scabbard, but maintains coordinated arm swing with both arms whether the saber is drawn or not.

5.1.3. The saber will be carried in the scabbard while marching at ease or route step. The saber will only be carried by those occupying flight commander positions or higher during in ranks inspections. At all other times while in formation, cadets armed with the saber will carry it in the right hand.

5.1.4. The proper grasp of the grip involves the thumb and index finger only, with the other fingers being used to supply the force for snappy movements. In the positions of present and order saber, all fingers are curled around the grip; at carry saber, those fingers not used in grasping the grip are curled naturally. The saber is not grasped tightly by the entire hand.



5.1.5. All movements of the saber manual are to be executed with snap and precision. In each case, the hand follows a direct path from previous to new position.

## 5.2. Draw Saber.

5.2.1. The command is **Officers, Draw, SABER**. At the preparatory command, Draw, grasp the grip with the right hand, at the same time holding the scabbard with the left hand just below the hook and tilting the scabbard tip straight to the rear of the body at a 30 degree angle. Draw the saber from the scabbard, pausing once the right forearm attains a position straight and level across the chest. At the command of execution, **SABER**, continue to draw the saber, raising the right arm upward until it is extended directly above the right shoulder and at an angle of 45 degrees. The saber and arm form a straight line (figure 5.2). After a short pause, bring the saber down against the point of the right shoulder (to the position of carry saber), and immediately to the position of order saber.

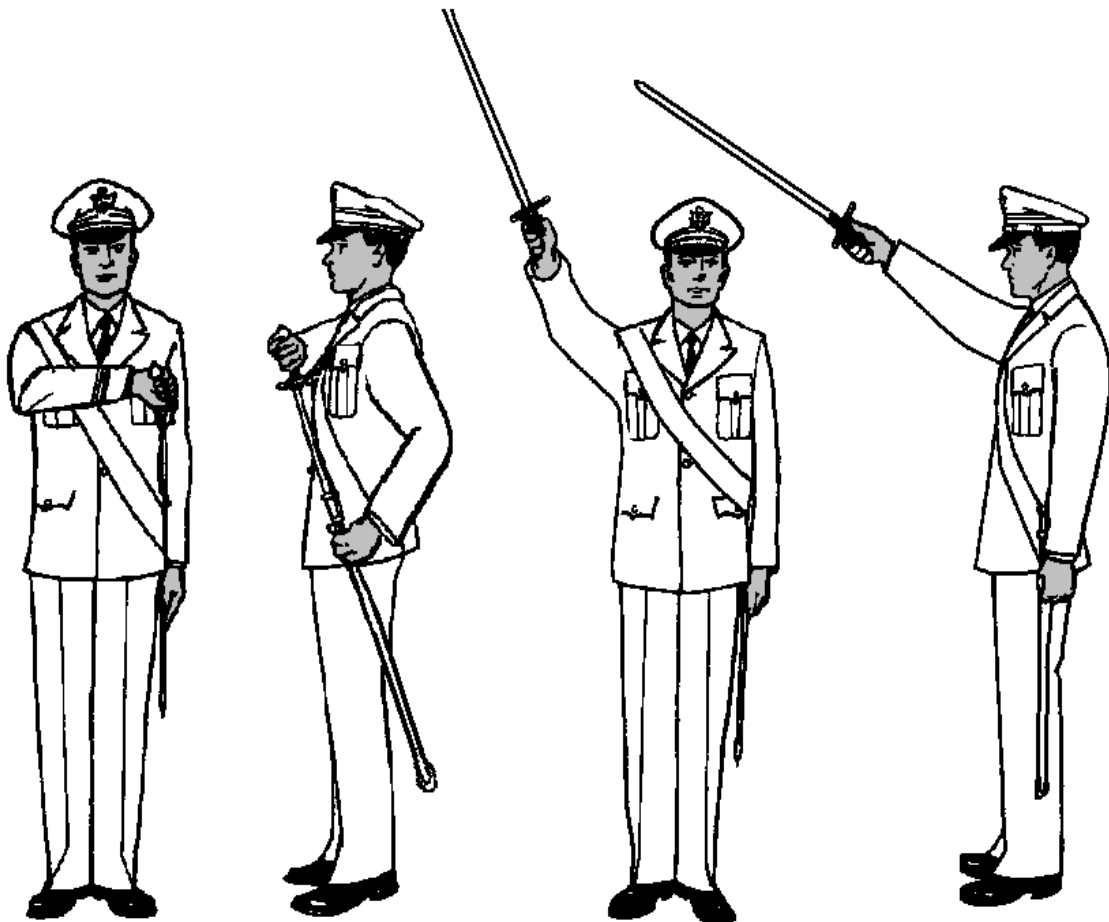


Figure 5.2 Draw Saber

### 5.3. Carry Saber.

5.3.1. At carry saber, the cadet is at the position of attention. The saber is grasped in the right hand with the elbow straight, the wrist as straight as possible and the thumb along the right seam of the trouser. The blade rests inside the point of the shoulder. The saber is held in this position by the thumb and index finger and steadied by the middle finger (figure 5.3). The position of carry saber is always assumed to give commands; at the preparatory command for any marching or facing movement; when officially addressing or being addressed by another, if saber is drawn; and when preparing to return saber.

### 5.4. Order Saber.

5.4.1. At order saber the cadet is at the position of attention. The saber is grasped with the right hand. The blade is declined to the front at a 45 degree angle, the tip of the blade approximately 6 inches off the ground. The thumb is along the seam of the trouser (figure 5.4).

5.4.2. The position of order saber is achieved from present saber, by rotating the blade 90 degrees to the left on the command of execution; and, from carry saber, by dropping the blade straight to the front.

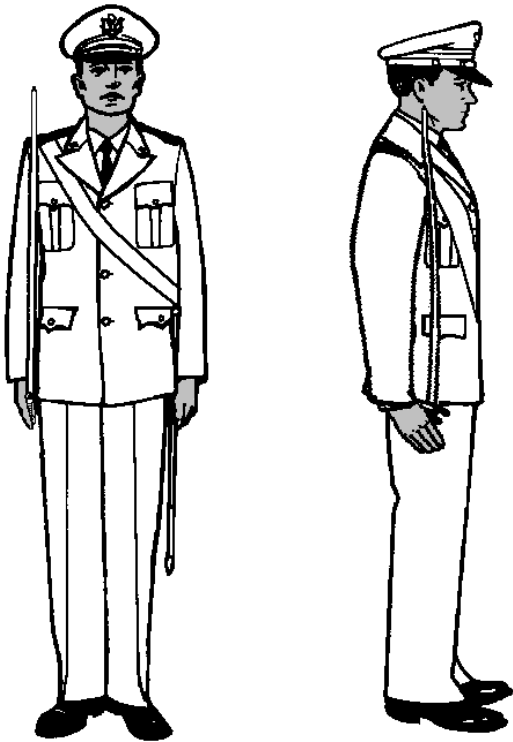


Figure 5.3 Carry Saber

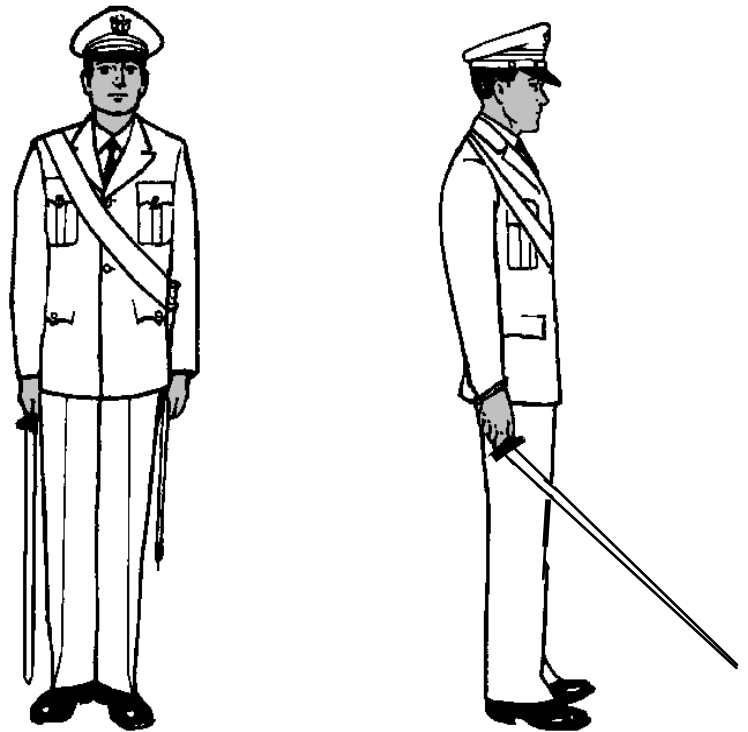


Figure 5.4 Order Saber

### 5.5. Present Saber.

5.5.1. The position of present saber is assumed to salute or to present arms when the saber is drawn, and in executing eyes right (left). To present saber the command is **Present, ARMS**, executed from carry or order saber. On the final syllable of the preparatory command **Present**, carry the saber upward until the center of the grip is 3 inches in front of and opposite the chin. The blade is inclined to the front at a 45 degree angle. The right elbow is clamped against the chest. Do not extend the chin forward in this position. At the command of execution, **ARMS**, the hand is snapped down against the right side so that the saber and hand are in almost the same position as for order saber, except that the palm is facing up and the blade is flat. The thumb rests on the flat surface of the guard (figure 5.5).

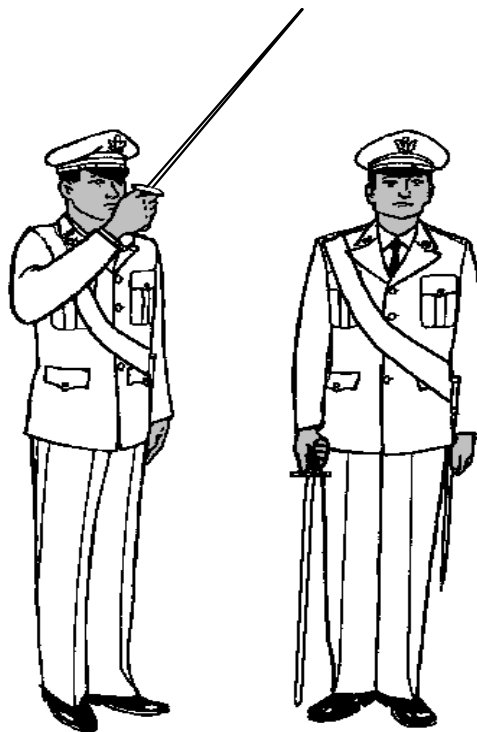


Figure 5.5 Present Saber

### 5.6. Parade Rest.

5.6.1. The position of parade rest is the same as the unarmed position, except that the right arm and saber maintain the position of order saber. To recover to the position of attention, the cadet moves only the left foot and arm.

### 5.7. Alignment With Saber.

5.7.1. The commands for aligning a drill unit are **Dress Right, DRESS** and **Ready, FRONT**. At the preparatory command, **Right**, the saber is brought to the carry position. When dressing at normal interval, on the command of execution **DRESS**, the left arm is raised laterally so that it is parallel to the ground. As the arm is raised, snap the head and eyes 45 degrees to the right. When dressing at close interval, on the command of execution **DRESS**, the left hand is raised so the heel of the hand rests on the left hip, fingers are extended and joined, thumb is along the index finger, fingertips point towards the ground, and elbow in line with the body. As the arm is raised, snap the head and eyes 45 degrees to the right. At the conclusion of dressing, on the command of execution **FRONT**, in both cases, drop the left arm (hand) and snap the head and eyes to the front. On the second count assume the position of order saber.

## 5.8. Eyes Right (Left) While Marching.

5.8.1. Eyes Right (Left) is executed when the formation marches past the colors, a reviewing officer, or a dignitary. The command is **Eyes, RIGHT (LEFT)**. The preparatory command, Eyes is given on a first right (left) foot while the head is smartly snapped to the right at a 45 degree angle. As the next left foot strikes the ground, the saber is brought to the initial position for present saber. The command of execution, **RIGHT (LEFT)** is given on the third right (left) foot. As the following left (right) foot strikes the ground, the final position of present saber is assumed. Coordinated arm swing is maintained, with the right wrist flexing to keep the tip of the blade 6 inches above the ground and the blade at a 45 degree angle.

5.8.2. To return to the normal marching position (carry saber position) from **Eyes Right (Left)**, the command is **Ready, FRONT**. The preparatory command, **Ready**, is given as a left (right) foot strikes the ground. As right foot strikes the ground, the saber is turned 90 degrees counter clockwise to the order position. The command of execution, **FRONT** is given on the third left (right) foot. As the following right (left) foot strikes the ground, the head and eyes snap to the front as the saber is returned to the carry position.

## 5.9. Return Saber and Safety Return.

5.9.1. The command is **Officers, Return, SABER; Ready, CUT**. Return saber is executed only from the carry. At the preparatory command, **Return**, carry the saber to a position 6 inches in front of the point of the left shoulder, with the blade vertical and flat to the front. The thumb is held just forward of the guard. The right forearm is horizontal. The left hand grasps the scabbard near the mouthpiece and tilts the scabbard forward 30 degrees. At the command of execution, **SABER**, pivot the saber on the guard between the thumb and index finger, allowing the blade to drop downward to the rear. The left thumb and index finger guide the tip of the blade into the mouthpiece (**do not look down during this movement**). The saber is then pushed into the scabbard until the right hand reaches a position directly in front of the left shoulder, with the forearm straight across the chest. The grip is held between the right index and middle fingers with the hand and wrist straight. The left hand continues to grasp the scabbard. At the command **CUT**, the saber is thrust sharply into the scabbard simultaneously while dropping both hands directly to the side to assume the unarmed position of attention (figure 5.6).

5.9.2. Safety Return is utilized individually, without command, when not in formation, or within confined areas where the Return Saber sequence is not practical (such as marching into Mitchell Hall during Noon Meal formation). From the position of carry saber, execute the safety return by grasping the tip of the saber by the thumb and forefinger of the left hand. Guide the tip of the saber, while looking, into the mouthpiece of the scabbard. The saber is then pushed completely into the scabbard.

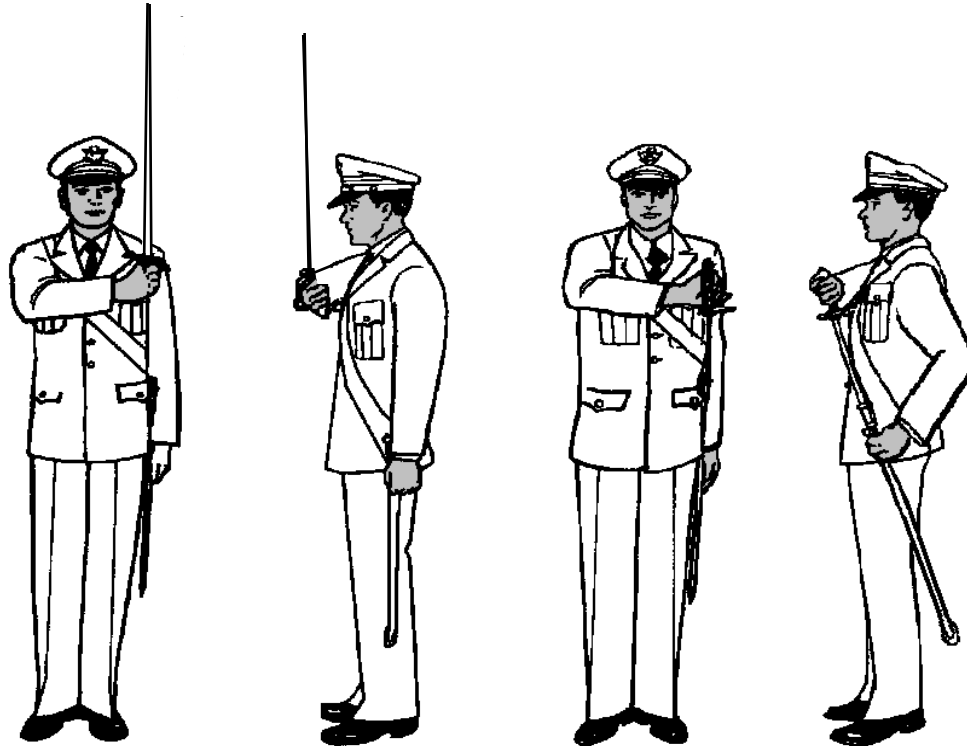


Figure 5.6 Return Saber

#### 5.10. Saber Manual for Parades/Reviews.

5.10.1. Cadets will march at carry saber at all times during parades/reviews. Saber bearers will not hold onto the scabbard while marching. When stationary, cadets will be at the position of order saber. After each command of **Order, ARMS**, all saber bearers will remain at the position of order saber.

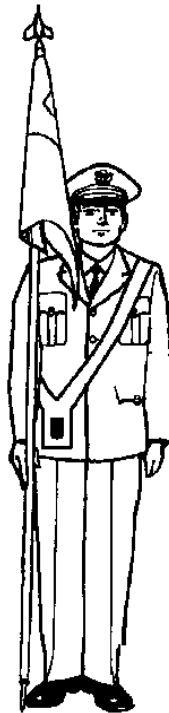
5.10.2. Following the preparatory command **Officers, (prior to Officers, FRONT)**, all Squadron Commanders and group staffs will go the position of carry saber. Flight commanders will remain at the position of order saber. Once the officers and colors have been presented to the reviewing officer, the Wing Commander will give the command, **ORDER, ARMS**. Following the preparatory command of **ORDER**, the saber is turned 90 degrees counter clockwise to the order position. At the command of execution, **ARMS**, all saber bearers in the detail will go to the position of carry sabers. All guidon and color bearers will assume the position of carry guidon/colors. The group staffs and Squadron Commanders will go to order sabers once they have returned to their positions.

## Chapter 6 -- GUIDON, FLAGS, AND CADET COLOR GUARD DETAILS

### 6.1. Guidon.

6.1.1. General. The guidon is the squadron identification flag and is carried at ceremonies and when otherwise directed. The guidon bearer is considered under arms and does not carry a weapon. The guidon bearer assumes the position of parade rest when the unit is at ease, rest, or parade rest. The guidon is carried at port when at double time and all movements of guidon manual are executed at the cadence of quick time. The position of the guidon bearer is two paces to the rear and two paces to the left of the Squadron Commander in all formations. When executing column and turn movements, the guidon bearer executes the movement on the command of execution and then inclines to the proper position. Alignments and facing movements are executed at trail guidon when not at carry guidon. The guidon bearer executes the individual salute with the guidon only when not in formation.

6.1.2. Order Guidon. The position of order guidon is the basic position of attention at the halt. The guidon bearer holds the guidon in a vertical position and keeps the ferrule on the ground beside the right shoe. The staff is held in the right hand in the "V" formed by the thumb and by the fingers extended and joined. The right hand and arm are kept behind the staff with the arm bent naturally and the staff resting against the hollow of the shoulder (figure 6.1).



**Figure 6.1 Order Guidon**

6.1.3. Trail Guidon. The trail guidon position is used whenever the guidon bearer must execute facing or alignment movements or formal marching. It will also be used outside of formation to

carry the guidon. **Carrying the guidon over the shoulder at any angle is inappropriate and presents a poor military image.** To execute trail guidon while at the order position, grasp the staff near the right elbow with the left hand while at the same time loosening the grip of the right hand on the staff. Raise the flag vertically with the left hand, letting the staff slide through the right hand until the ferrule is 6 inches off the ground. Then regrasp the staff with the right hand and cut the left hand smartly to the side (figure 6.2).

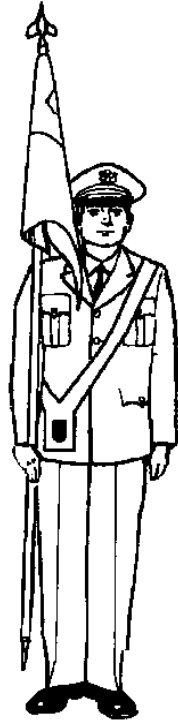


Figure 6.2 Trail Guidon

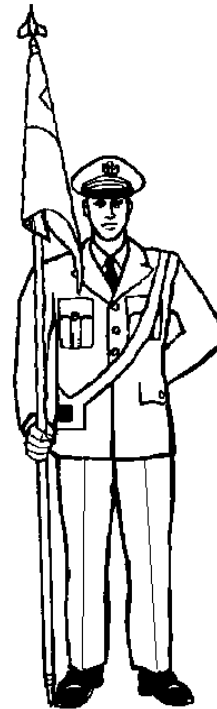


Figure 6.3 Parade Rest

6.1.4. Carry Guidon from Order Guidon. The position of carry guidon is assumed on the command of **Right Shoulder, ARMS** or **Forward, MARCH**. This is the basic position of the guidon during marching movements. At the preparatory command, change the grip on the staff to grasp it from the rear between the thumb and fingers of the right hand; fingers around the staff. Raise the staff smartly with the right hand to a point where the ferrule is just above the sling socket. While raising it, keep the staff pointing straight up. Grasp the staff just above the ferrule with the left hand to steady it. At the command of execution, seat the ferrule in the sling socket. As the ferrule is seated, permit the right hand to slide down the staff to a point where the thumb is directly in front of the chin. Grip the staff firmly with the right hand and move the left hand smartly to the side (figure 6.10). When marching, the guidon will be snapped forward at a 45 degree angle similar to present flag (Figure 6.11). When halting, as the heels come together, the guidon will be snapped back to the vertical position (figure 6.10).

6.1.5. Parade Rest. Parade rest is executed only from order guidon. At the command of execution, loosen the grip on the staff so it slides through the right hand while thrusting the guidon forward so that the right arm is straight, with the right hand re-grasping the staff at waist

level. The staff will be inclined forward to arms length with hand at waist level. The feet and left hand are positioned as they are for an individual at parade rest. (figure 6.3).

6.1.6. Raise Guidon. The position of raise guidon is only an intermediate position encountered in conjunction with the positions of present and order guidon. The raise position is automatically assumed on the preparatory commands, **Forward(, MARCH) or Right (Left) Turn(, MARCH)** from a halt, and on the preparatory command for **HALT**. On the preparatory command, raise the staff vertically in one movement until the right arm is straight. The back of the right hand grasping the staff is facing to the right. At the same time, the left hand grasps the ferrule with the back of the hand facing outward.

6.1.7. Order Guidon from Carry Guidon. This movement is executed on the command **Order, ARMS**, and at the command **HALT**. At the preparatory command, come to the position of raise guidon. At the command of execution, **lower the guidon to the position of order**, guiding the guidon with the left hand. Cut the left hand smartly to the side.

6.1.8. Present Guidon from Order and Carry Guidon. Present guidon is executed on the preparatory commands for **Present, ARMS and Eyes, RIGHT (LEFT)**. It can be executed either at a halt or when marching. At the preparatory command, come to the raise guidon position. On the command of execution, **snap** the guidon to a horizontal position while using the left hand to guide the ferrule under the right arm. The staff is horizontal and the right arm is lying along the right top side of the staff. Only the ferrule should extend to the rear beyond the plane of the back. Cut the left hand sharply to the side. On the command of execution for **Eyes RIGHT (LEFT)**, turn the head and eyes sharply to the right (left) on the next step (figure 6.6).

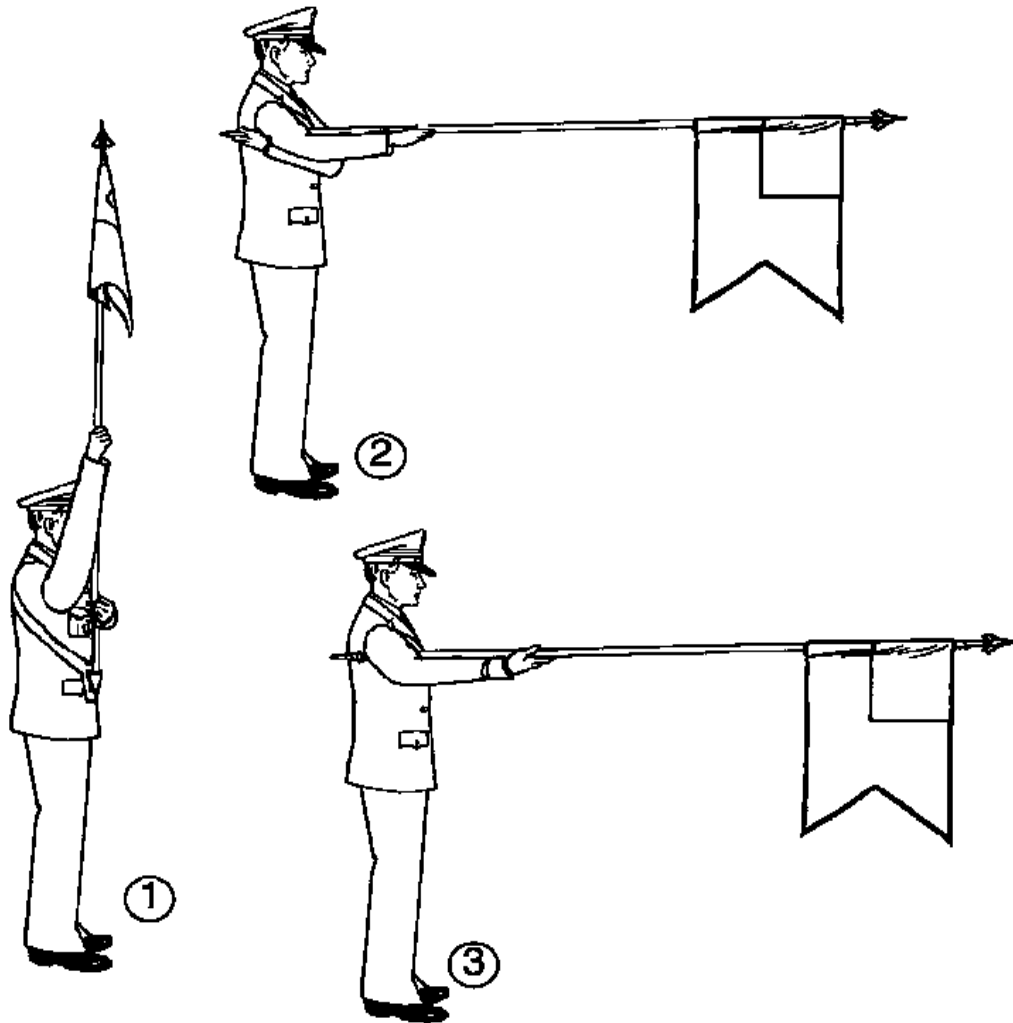
6.1.9. Order and Carry Guidon from Present Guidon. At the preparatory command, grasp the ferrule with the left hand, palm up, while raising the guidon to the raise guidon position. On the command of execution, lower the staff with the right hand using the left hand to guide, then cut the left hand sharply to the side. If present guidon was executed on **Eyes RIGHT (LEFT)**, the procedure is the same as described except the head and eyes are turned to the front on the command of execution.





**Figure 6.4 Raise Guidon**

6.1.10. Port Guidon. The movement of port guidon to order guidon and order guidon to port guidon is the same as with the rifle, and is used to carry the guidon at double time. The staff is held diagonal across the body with the right forearm horizontal and the elbows near the body. The left hand grasps the staff opposite the junction of the neck and left shoulder (figure 6.7). To assume the position of port guidon from carry guidon, at the preparatory command of **Double Time**, move the guidon diagonally across the body maintaining the original grip with the right hand. After resuming quick time, come to carry guidon.



**Figure 6.6 Present Guidon**

6.1.11. Guidon Salute. The individual salute with the guidon while not in formation can be executed from order or trail guidon. When moving, it is not necessary to come to a halt to execute a guidon salute. The salute is executed on the first count of the two count movement by raising the left forearm horizontally across the chest. The first joint of the forefinger touches the staff (figure 6.8). On the second count, smartly cut the left hand away to the side.

## **6.2 Unit Flag (Air Force Colors or Squadron Sponsor Colors).**

6.2.1. General. Unit flags are carried at ceremonies and when otherwise directed. The flag bearer is considered under arms and does not carry a weapon. The flag bearer marches two paces to the right and two paces to the rear of the commander. The flag bearer assumes the position of parade rest when the unit is at ease, rest, or parade rest. All movements of unit flag manual are executed in quick time cadence. Alignments and facing movements are executed at trail when not at carry. Trail is executed in the same manner as trail guidon. The flag bearer

executes the individual salute only when not in formation. The salute may be executed from the position of order or trail flag and is the same as that prescribed for the guidon.

6.2.2. Order Flag. At order flag, the ferrule rests on the ground touching the outside edge of the right shoe. The staff is gripped in the "V" formed by the thumb and fingers of the right hand. The flag is held tight against the staff with the first two fingers. The right elbow should be close to the side so the forearm will help support the staff. Hold the staff against the hollow of the shoulder so it points straight up. The rest of the body is at attention (figure 6.9).

6.2.3. Carry Flag from Order Flag. The position of carry flag is assumed on the command of **Right Shoulder, ARMS** or **Forward, MARCH**. This is the basic position of the flag during marching movements. At the preparatory command, change the grip on the staff to grasp it from the rear between the thumb and fingers of the right hand; fingers around the staff. Raise the staff smartly with the right hand to a point where the ferrule is just above the sling socket. While raising it, keep the staff pointing straight up. Grasp the staff just above the ferrule with the left hand to steady it. At the command of execution, seat the ferrule in the sling socket. As the ferrule is seated, permit the right hand to slide down the staff to a point where the thumb is directly in front of the chin. Grip the staff firmly with the right hand and move the left hand smartly to the side (figure 6.10).

6.2.4. Order Flag from Carry Flag. This movement is executed on the command **Order, ARMS** or on the command **HALT**. At the preparatory command **Order**, grip the staff with the left hand below the right and remove the ferrule from the sling socket. At the command **ARMS**, lower the ferrule to a point above the ground along the outside edge of the right shoe; release the staff with the left hand and replace it above the right. Relax the right hand so the staff will slide down between the thumb and fingers. Then change the position of the flag and the grip of the right hand as described for order flag. Move the left hand smartly back to the side.

6.2.5. Present Flag. The command is **Present, ARMS**. On the preparatory command, come to the carry flag position as previously described. On the command of execution, lower the staff smartly to the front by straightening the right arm. To assume carry flag from present flag, the flag remains at the present position on the preparatory command. On the command of execution, raise the flag to the carry position in one count. To assume order flag from present flag, on the command of execution raise the staff to the carry flag position in one count, then execute order flag as previously described (figure 6.11).



Figure 6.9 Order Flag

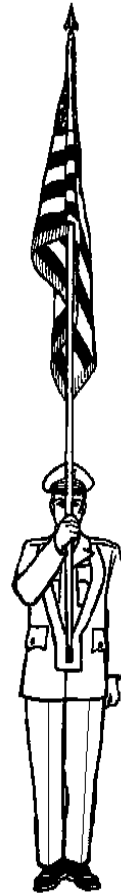


Figure 6.10 Carry Flag

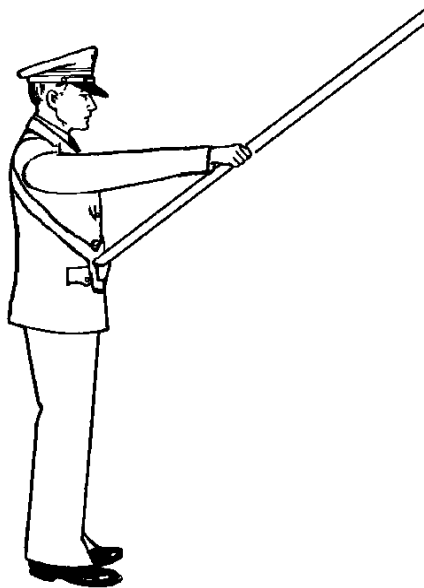


Figure 6.11 Present Flag

6.2.6. Rest with the Flag. The flag bearer executes only parade rest as a rest position. The position is assumed only from order flag. At the command of execution, move the left foot and arm to the parade rest position. The staff of the flag is held and positioned as at the order.

6.2.7. Eyes Right (Left). The command is **Eyes, RIGHT (LEFT)**. It may be given when halted or while marching. At order flag, on the preparatory command come to carry flag. On the command of execution, turn the head and eyes 45 degrees to the right (left), and lower the flag to the present flag position. At carry flag, lower the staff smartly to the present flag position and turn head and eyes to the right. At the command of execution for **Ready, FRONT**, when at the halt, turn the head and eyes to the front and come to order flag. When marching, bring the flag to the carry position and return head and eyes to the front.

### 6.3. Cadet Color Guard Details.

6.3.1. The Front Four cadet color guard detail consists of two flag bearers, two guards, and a case. The guards are armed with rifles. The senior flag bearer carries the National Colors and commands the color guard. The junior flag bearer carries the Academy colors which is always placed on the marching left of the U.S. Flag. The color guard is formed and marched in one rank at close interval with the flag bearers in the center. The color guard does not execute to the rear march or about face. When necessary to control the flags in high wind, the flags are kept tight against the staff when at the carry by gathering them in with first two fingers of the right hand. The remaining fingers grasp the staff, allowing the hand to slide on the staff while holding the flags gathered in. The flags are flown free only after turning onto the line of march at ceremonies. The flags are gathered in after turning off the line of march. The National Flag never renders a salute and does not come to the present flag position at any time. The guards are at the same position as the color bearers at carry flag. Rifles are carried on the outside shoulders. Execution of the manual for the color guard is essentially the same as for the manual of the unit flag; however, to make it easier for the color guard to execute commands in unison and with snap and precision, certain movements have been modified from the normal flag manual. Marching movements of the color guard are limited. Besides the movements outlined in this section, only forward march, mark time and halt are executed by the color guard.

6.3.1.1. The Back Four cadet color guard detail consists of four flag bearers carrying the colors of each of the four cadet classes. These should be carried at all wing wide formations whenever possible. The class colors are positioned behind the front four at such a distance so that the eight personnel form a square formation. The manual of arms for the back four is essentially the same as for the National and USAFA colors, with the exception that the back four does not wheel. Instead, the back four executes flanking and column movements, repositioning themselves behind the front four. These movements are comparable to staff turns performed by wing and group staffs.

6.3.1.2. The class colors are carried in order of precedence, with the first-class' flag occupying the position of honor on the far right. During the Graduation parade, the colors of the first class are cased when the outgoing Wing Commander turns over the Saber of Command to the ranking second-classman. The cased flag is marched this way for the remainder of the parade. The back

four does not march during Basic Cadet Training. At the Acceptance parade, the Cadet Color Guard will march onto the field with the new fourth class' flag still cased and to the far left. As the entering class is marching towards their permanent squadrons, these colors are then uncased.

6.3.2. Order Colors to Carry Colors. The command is **Carry, COLORS; Ready, CUT**. At the preparatory command, the color bearers raise the staff with the right hand and seat the ferrule in the socket of the sling using the left hand as a guide. To shoulder arms, the color guards execute the first three counts of the command. At the command **Ready, CUT**, bearers and guards cut the free hand to the side.

6.3.3. Carry Colors to Order Colors. The command is **Order, COLORS; Ready, CUT**. At the preparatory command, color bearers grasp the socket with the left hand. The right hand slides up the staff until the right arm is almost extended. At the command of execution, the color bearers extend the right arm, unseating the ferrule from the socket. The left hand then guides the staff down to order, similar to rifle manual. To order arms, the color guards execute the first three counts of the command. At the command **Ready, CUT** bearers and guards cut the free hand to the side.

6.3.4. Carry Colors to Present Colors. The Academy colors bearer executes carry to present by inclining the colors forward, right arm fully extended. The National Colors remain at carry. To present arms, the color guard execute the command at normal cadence.

6.3.5. Salutes with the Colors. The National colors render no salute. The Academy colors salute in military ceremonies by dipping under the following circumstances: the playing of the National Anthem, To the Colors, and Honors. When marching, Academy colors salute when six paces from the front of the person entitled to the salute and resumes carry when six paces beyond. When passing in review during ceremonies, the color guard executes **Eyes, RIGHT** and **Ready, FRONT**, at the prescribed six-pace distance before and after passing the reviewing official. When the reviewing officer is entitled to a salute, the Academy colors are dipped on the command **RIGHT**, and recovered on the command **FRONT**. If an officer approaches the color guard, the color guard comes to attention. The guards salute the officer upon arrival and departure by executing a rifle salute.

6.3.6. Gathering the Colors. Executed on the command **Gather, COLORS; Ready, CUT**. The left hand gathers the colors and draws them to the staff allowing them to be grasped by the first two fingers of the right hand. The left hand is cut on the command **CUT**, when both bearers are ready.

6.3.7. Releasing the Colors. To allow the colors to fly free, the command is **Ready, GRAB; Toss, CUT** (each given on the succeeding left foot). On **Ready**, prepare to start the left hand up to the flag. On **GRAB**, the left hand grasps the flag above the right hand. On **Toss**, the fingers of the right hand release the flag, the left hand throws the flag forward. On **CUT**, the hand is returned to the side.

6.3.8. Turning the Color Guard Right or Left. The command is **Right (Left) Wheel, MARCH**. The color guard wheels around an axis based on the guard flanking the direction of the turn. The

guard on the flank in the direction of turn pivots in place until the new direction is obtained. The rank maintains interval and dress during the turn. Mark time is executed until the command **Forward, MARCH is given.**

6.3.9. Facing the Color Guard to the Rear. The command is **About Wheel, MARCH.** At the command of execution, the color guard executes a 180 degree wheel movement, pivoting on an axis of the guard flanking the direction of the turn.

6.3.10. General's Flag Bearer. The general's flag at order is the position of attention. The ferrule is kept on the ground touching the outside of the right shoe. The staff is held in the right hand in the "V" formed the thumb and by the fingers extended and joined. The right hand and arm are kept behind the staff with the arm fully extended. The staff is rested against the hollow of the shoulder. Carry is the position in which the ferrule is approximately 6 inches from the ground (figure 6.12). Facings, alignments, or formal marching require the general's flag to be at carry. The staff is kept in a vertical position throughout the movements. Parade rest is executed by sliding the hand up the staff and inclining the staff of the flag forward at arms length with the hand at waist level. To execute order while at carry, let the staff slide through the right hand until the ferrule is on the ground in line with and touching the toe of the right shoe. Then grasp the staff with the right hand, the same as at the carry position. To execute carry while at order, grasp the staff with the left hand while at the same time loosening the grip of the right hand on the staff. Raise the flag vertically with the left hand, letting the staff slide through the right hand until the ferrule is six inches from the ground. Regrasp the staff with the right hand. Cut the left hand away smartly to the left side. To execute present when at carry or order, place the left hand so that it grasps the staff just under the bottom of the flag. Extend the left arm fully until it is parallel to the ground. At the same time raise the right hand still grasping the staff, and place it against the right hip (figure 6.12.). To execute order or carry position from present, reverse the procedure.

6.3.10.1. The sequence of events for the general's flag bearer upon arrival of a general officer is as follows: for ceremonies, the general's flag bearer is positioned to the immediate right front of the reviewing stand prior to the general's arrival at parade rest, flag furled. When the general arrives, come to attention, unfurl the flag, and go to present. When the general halts in position, go to order. When the general leaves the reviewing stand to take his/her reviewing officer position on the parade field, the flag bearer follows at carry and takes a position one pace to the right and one and one-half paces to the rear of the general. The flag bearer maintains this relative position at all times when practical. During the parade or review, the general's flag may be presented as the general desires, and specifically on the following occasions: the playing of the National Anthem, Honors, and as the colors pass by. The general's flag bearer of the highest ranking general officer remains at order during the playing of Honors.

6.3.10.2. When the general's flag is furled or cased, and a salute is required by the flag bearer, a guidon salute will be executed (figure 6.12).

#### 6.4. Cadet Cannon Detail.

6.4.1. The cadet cannon detail is comprised of three cadet color guard members; the commander, loader, and assistant. They provide ceremonial support during wing parades. Typically, the cannon is fired as the first note of the National Anthem is played.



General's Flag at Order.



General's Flag at Carry.



General's Flag at Present.

**Figure 6.12 General's Flag**



## Chapter 7 -- Formations

### 7.1. Academic Year Formations.

7.1.1. The cadet group is composed of 9 squadrons; the cadet wing is composed of four groups. The wing does not mass and no drill is specified for it. During wing and group ceremonies, the group is under the immediate command of the group commander. All cadets execute commands given by the group commander. Group commanders should permit time between the preparatory command and the command of execution so the Squadron Commanders can supplement the preparatory command. Groups are marched in a column of squadrons, squadrons in mass. For meal formations, squadrons will form by groups. Groups may change order of squadrons, but seating in Mitchell Hall will not change. Squadrons are dismissed while marching after reaching the entrance to the dining hall (figure 7.1). For wing retreat, groups will form with their squadrons in numerical order (Figure 7.3).

7.2. **Meal Formations.** For morning and noon meal formations, the wing will form as shown in figure 7.3. and 7.1 respectively. On the last note of first call, Squadron Commander's will form their squadrons as described in paragraph 2.3. Once the squadrons are formed, sized, and the flight commanders have reported, they will be placed at parade rest.

7.2.1. On the first note of assembly, Squadron Commanders will assume the position of attention, face about, and command **Squadron, ATTENTION**, then face about. On the last note of assembly, Group commanders will command **REPORT**. After all squadrons have reported, the group commander will face about. Once all group commanders are facing to the front, the Wing Commander will command **REPORT**. Group commanders will salute and report in turn. Following all groups reporting, one of the following sequences will be followed:

7.2.1.2. **Morning Meal.** The Wing Commander will command **GIVE YOUR GROUPS PARADE REST, then Staff Parade REST**. Group Commanders will in turn face about and command **parade REST**, face about and command **staff, parade REST**. When all groups are at parade rest, the Wing Commander will come to attention and command **SOUND REVEILLE**, then resume parade rest. Upon completion of reveille, the Wing Commander will go to attention, command **Staff Attention** and **GIVE YOUR GROUPS ATTENTION**. When all groups are at attention, the Wing Commander will command **GIVE YOUR GROUPS PRESENT ARMS**. Group commanders will, in turn, face about and command **Half Left/Right (appropriate direction to face toward the flag staff) FACE**, then **Present, ARMS**. Once their respective groups turn and present arms, the Group Commander will command **Half Left/Right FACE** for their staff, and **Present, ARMS**. Once all groups have turned and presented arms, the Wing Commander will command **Present, ARMS** for their staff. "To the Colors" will be played as the colors are raised. On the last note of the music, the Wing Commander will command **Order, ARMS** for the staff, then will command: **GIVE YOUR GROUPS ORDER ARMS**. Group commanders will command **Order ARMS** for their staffs, and **Half Left/Right Face**. Group commanders will then, in turn, face about and command **Order ARMS**, and **Half Left/Right Face**. Once all groups are facing to the front, the Wing Commander will command **GROUP COMMANDERS, DISMISS YOUR GROUPS**. Group commanders will face about and command, **SQUADRON COMMANDERS, DISMISS YOUR SQUADRONS**.

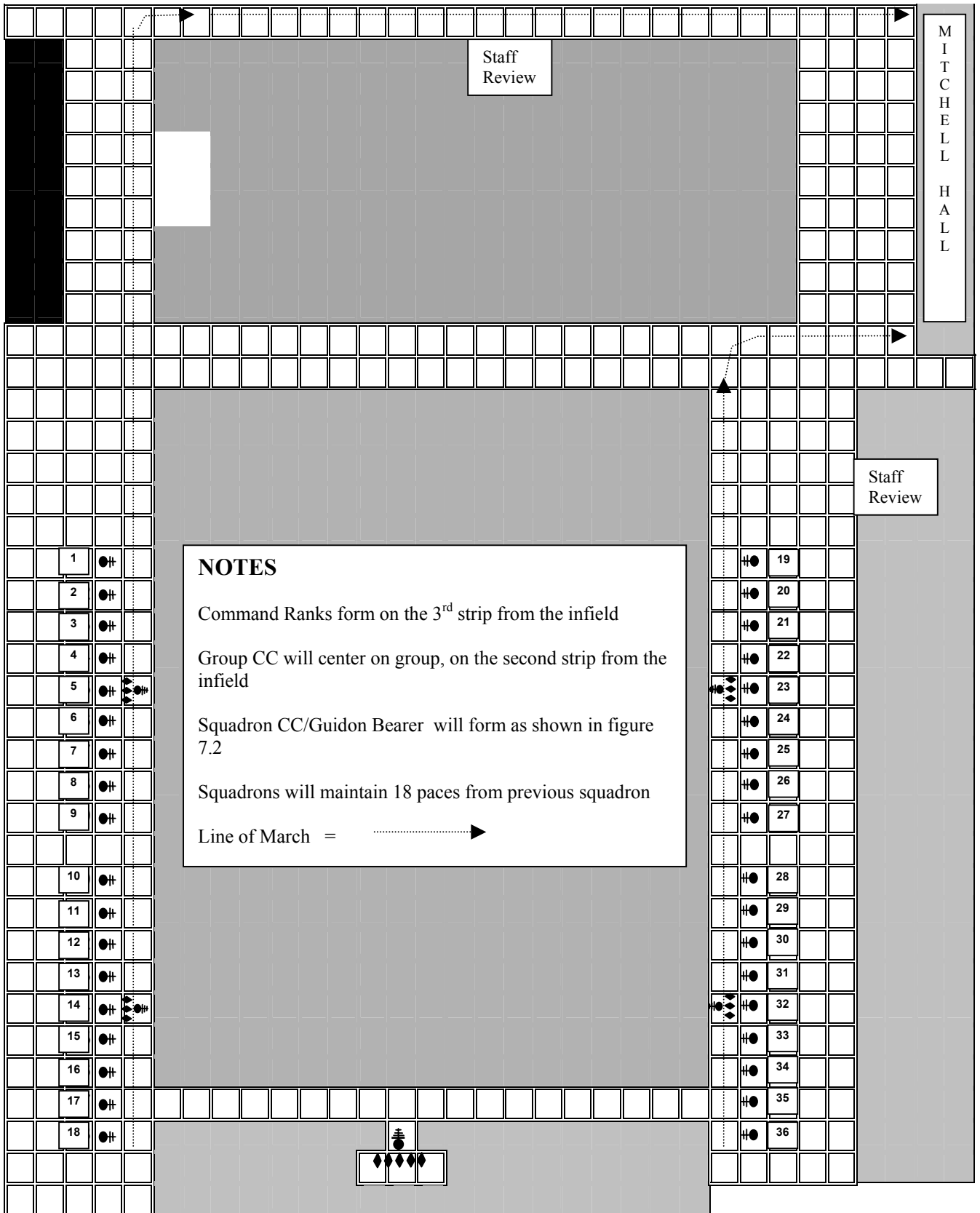


Figure 7.1 Wing Noon Meal Formation

7.2.1.3. **Noon Meal.** The Wing Commander will command **GROUP COMMANDERS, TAKE CHARGE OF YOUR GROUPS.** The band will begin playing by playing the Air Force Song. Following the first verse of the song, Group commanders will face about and command, **SQUADRON COMMANDERS, TAKE CHARGE OF YOUR SQUADRONS.** The group staffs that are to march first, under the command of their group commanders, will follow the route of march as shown in figure 7.1, followed by the squadrons of their group. Group staffs and the Squadrons of First and Second Groups will execute an eyes right in front of the flagstaff and memorial wall. All Squadrons will execute an eyes right at the staff review position as shown in figure 7.1. Group Staffs will position themselves in this review position as their group passes, with the Group commander returning each commander's salute. As the final squadron in their group passes, the Group Staff will follow the line of march into Mitchell Hall.

### 7.3. Retreat Formations

7.3.1. **Group Retreat Formation.** The retreat ceremony serves a twofold purpose. It signals the end of the official duty day and serves as a ceremony for paying respect to the flag. Groups will rotate conducting a formal retreat ceremony each Friday during the academic year. Schedule will be distributed by the 34th Training Group Superintendent. The group scheduled for retreat will form on the terrazzo in front of the flag pole prior to first call (1620 hrs) (figure 7.2).

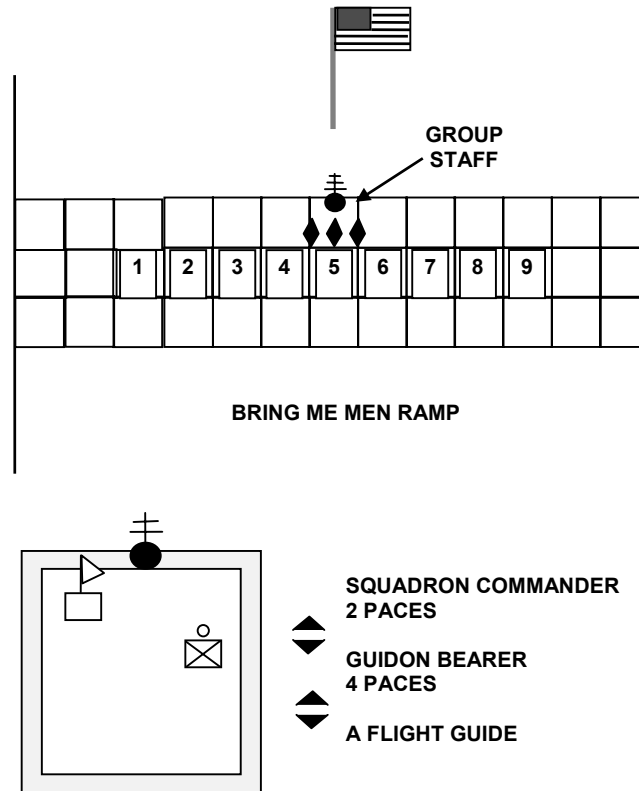
7.3.1.1. Squadron Commanders will form squadrons using the procedures in paragraph 2.3. Once the squadron is formed and sized, they will be placed at parade rest. Squadron Commanders will then execute an about face and go to the position of parade rest. Group staff will assemble facing the flag and go to the position of parade rest. When sabers are carried, they will be carried in the scabbards.

7.3.1.2. On the last note of first call, the group commander comes to attention and executes an about face. (If sabers are carried, the group commander gives the following commands: **Staff, ATTENTION; Draw, SABERS;** and **Parade, REST.**) NOTE: Group commander stays at carry saber.

7.3.1.3. On the last note of first call, Squadron Commanders come to attention, execute an about face, and give the following commands: **Squadron, ATTENTION;** (If sabers are carried, Squadron Commanders continue with the following commands: **Officers, Draw, SABERS.** NOTE: Squadron CC goes to carry and flight commanders stay at order). **REPORT.** (A, B, and C Flights report in order, saluting); and **Parade, REST.** Squadron CC then executes an about face, (if carrying a saber, goes to order saber), and parade rest.

7.3.1.4. On the last note of assembly (1625 hrs), the group commander will assume the position of attention, face about and give the commands: **Staff, ATTENTION;** (if sabers are carried: **Carry SABERS); Group, ATTENTION; REPORT** (Squadron Commanders report in order, saluting); **Parade, REST; Staff, Parade, REST.** The group commander, cued by the group superintendent at 1628hrs, will assume the position of attention and command: **SOUND, RETREAT** (loud enough for the band or bugler). The group commander then faces about and goes to parade rest. (NOTE: *If the flag is at half-staff, it will be hoisted briskly to the top of the staff during playing of retreat. The formation will remain at parade rest.*)

7.3.1.5 After retreat is played, the group commander comes to attention and commands: **Staff, ATTENTION**; (if sabers are carried: **Staff, Carry, SABERS**.) Group CC then executes an about face (and remains at carry) then commands; **Group, ATTENTION; Present, ARMS** (Group CC executes another about face); **Staff, Present, ARMS**; and salutes.



**Figure 7.2 Group Retreat Formation**

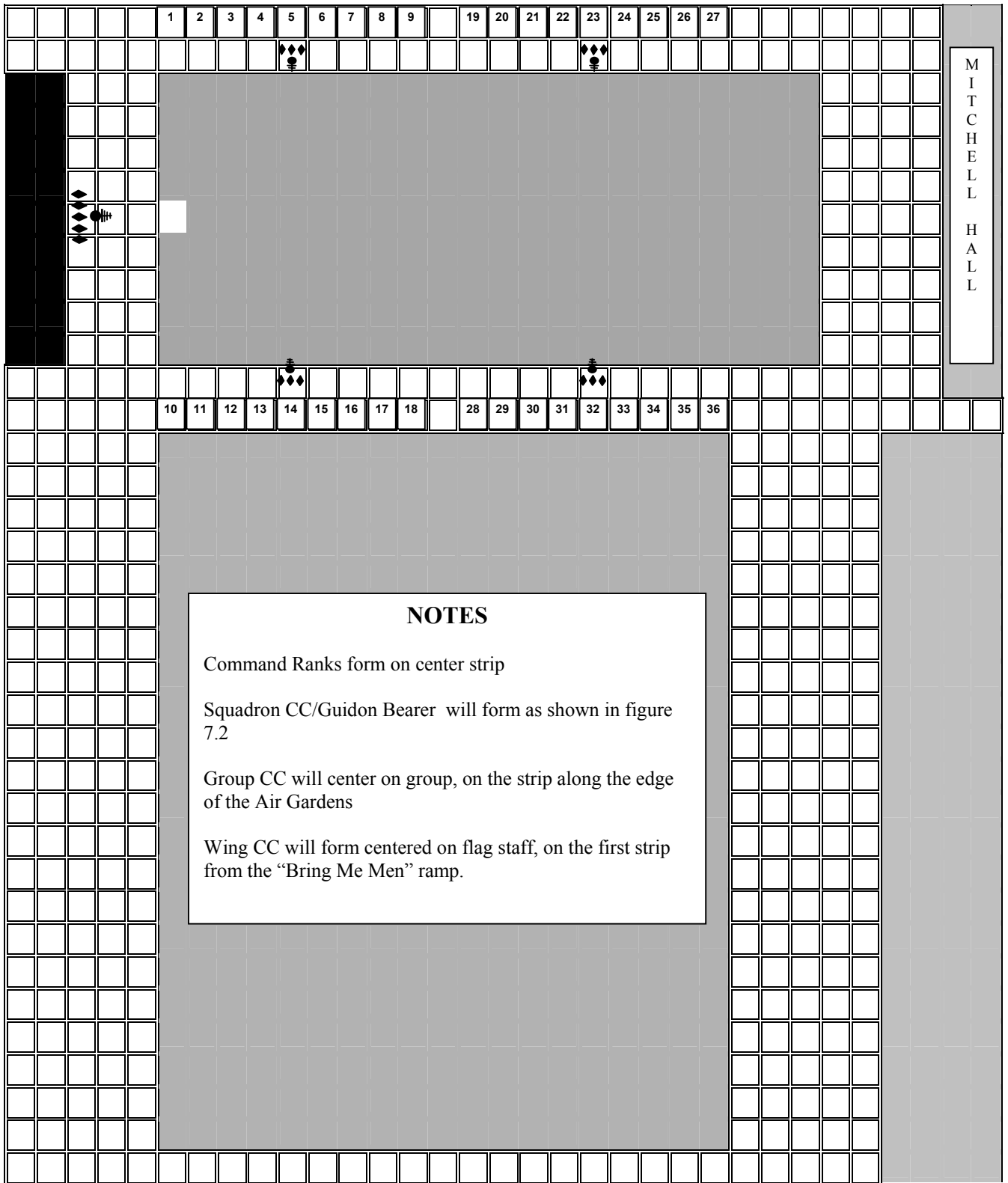
7.3.1.6. The band or Operations Center plays the National Anthem or the bugler plays “To The Colors.” The group commander executes order arms when the last note of the music is played and the flag has been securely grasped and gives the following commands: **Staff, Order, ARMS**; (if carrying sabers: **Carry, SABERS**). The group CC faces about, (staying at carry) and commands; **Order, ARMS** (Group CC faces about and waits for the flag detail to report that the flag is secure. After acknowledging the report with a salute, and the flag detail has cleared the last rank of the squadron nearest the Operations Center, the group CC commands: **SQUADRON COMMANDERS TAKE CHARGE OF YOUR SQUADRONS**.

**7.3.2. Wing Retreat Formation.** The wing will form on either side of the Air Gardens as shown in figure 7.3. On the last note of first call, Squadron Commander’s will form their squadrons as described in paragraph 2.3. Once the squadrons are formed, sized, and the flight commanders have reported, they will be placed at parade rest.

7.3.2.1. On the first note of assembly, Squadron Commanders will assume the position of attention, face about, and command **Squadron, ATTENTION**, then face about. On the last note

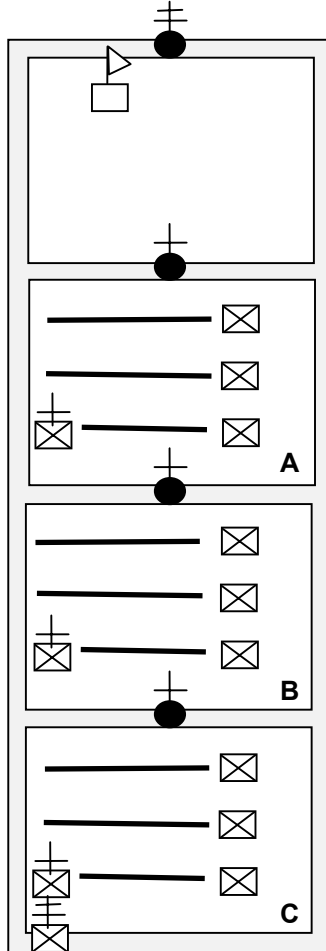
of assembly, Group commanders will command **REPORT**. After all squadrons have reported, the group commander will face about. Once all group commanders are facing to the front, the Wing Commander will command **REPORT**. Group commanders will salute and report in turn. Following all groups reporting, the Wing Commander will command **GIVE YOUR GROUPS PARADE REST**, then command **Parade REST** for the staff. Group Commanders will; face about, in turn, command **Parade REST**, face about and command **Parade REST** for their staffs. When all staffs are at parade rest, the Wing Commander will assume the position of attention, command **SOUND RETREAT**, and resume the position of parade rest. On the last note of retreat, the Wing Commander will command **Staff, ATTENTION** and **GIVE YOUR GROUPS ATTENTION**. Group commanders will command **Staff, ATTENTION**, face about, and , in turn, command **Group ATTENTION**, then face about. When all groups are at attention, The Wing Commander will command **GIVE YOUR GROUPS PRESENT ARMS**. Group commanders will, in turn, face about and command **Half Left/Right (appropriate direction to face toward the Flagstaff) FACE**, then **Present, ARMS**. Once their respective groups turn and present arms, the Group commander will command **Half Left/Right FACE** for their staff, and **Present, ARMS**. Once all groups have turned and presented arms, the Wing Commander will command **Present, ARMS** for their staff. "To the Colors" or the National anthem will be played as the colors are lowered. Once the colors have been lowered and secured, the Wing Commander will command **Order, ARMS** for the staff, then will command: **GIVE YOUR GROUPS ORDER ARMS**. Group commanders will command **Order ARMS** for their staffs, and **Half Left/Right Face**. Group commanders will then, in turn, face about and command **Order ARMS**, and **Half Left/Right Face**.

7.3.2.2. The wing will remain at attention until the flag has been folded by the Honor Guard. The Flag Detail Commander will salute the Wing Commander and report "**SIR/MA'AM, THE COLORS ARE SECURE**". The Wing Commander will salute without comment, and the Flag Security Detail will depart by executing a right turn, marching to the end of the "Bring Me Men" ramp wall, and then turning left, marching toward the command center. When the Flag Security Detail has turned left, the Wing Commander will command **GROUP COMMANDERS, TAKE CHARGE OF YOUR GROUPS**. Group commanders will face about and command, **SQUADRON COMMANDERS, TAKE CHARGE OF YOUR SQUADRONS**. Squadron Commanders will then dismiss their squadrons.



7.3. Reveille/Retreat Formation

7.4.1 The wing forms for an open ranks inspection in squadrons with flights in line formation. Group commanders coordinate closely to ensure formations are symmetrical from all perspectives (figure 7.4 and 7.5). Colors will not be carried for open ranks inspections. Hats will not be removed at any time during the inspection.



**Figure 7.4 Typical Squadron In Ranks Inspection Formation**

7.4.2. All cadets must be in place by first call. Wing Commanders and group commanders give their staffs **Parade, REST**. Flight commanders command (**A, B, or C**)

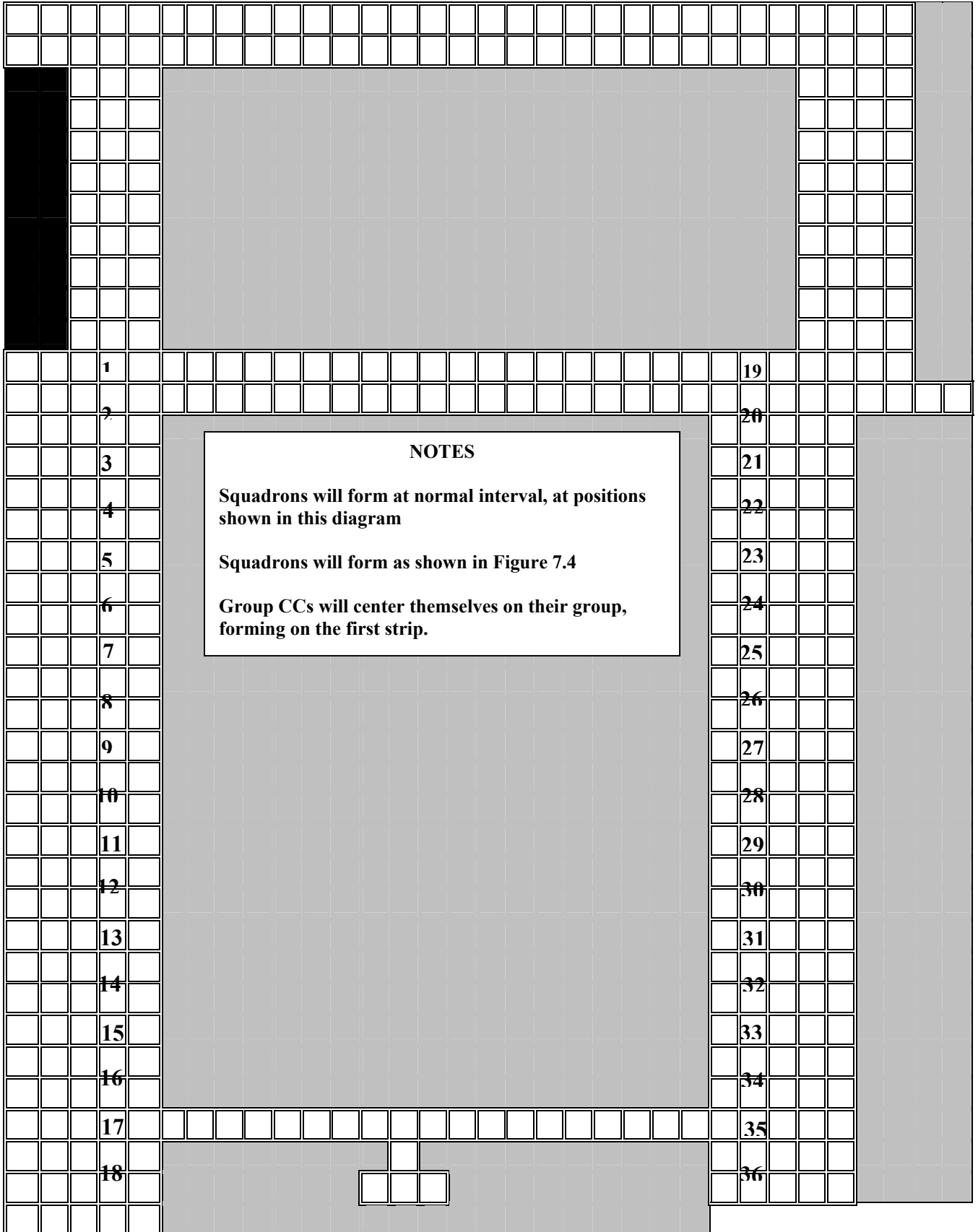


Figure 7.5 Squadron Locations for Wing IRI



**Flight, FALL IN.** After the flights have formed, and been sized, flight commanders receive the report from their element leaders. After receiving the report, flight commanders command, **Parade, REST.** Flight commanders then face about and assume the position of parade rest.

7.4.3. At the last note of assembly, Squadron Commanders command, **Squadron, ATTENTION (pause) REPORT.** Flight commanders salute and report in turn. After Squadron Commanders have received reports from flights, they face about. Group commanders then command, **REPORT.** Squadron Commanders salute and report in turn. Group commanders then face about.

7.4.4. When all group commanders have faced about, the Wing Commander commands, **REPORT.** Group commanders salute and report in turn. The Wing Commander then commands, **PREPARE FOR INSPECTION.** Without saluting, group commanders face about, return sabers, and command, **PREPARE FOR INSPECTION.** Without saluting, Squadron Commanders face about, return sabers, and direct, **PREPARE FOR INSPECTION.**

7.4.5. At the command **PREPARE FOR INSPECTION,** flight commanders face about, return sabers, and command, **Open Ranks, MARCH.** They immediately step off and move by the most direct route to the right flank of the first element and verify alignment of the first element. They then execute a left face in marching, halt, face right, and verify alignment of the second element. These steps are repeated for the third element. After aligning the third element, flight commanders execute a right face in marching and move to a position three paces in front and one pace to the right of the first element leader. Flight commanders then halt, face left, and command, **Ready, FRONT.** Flight Commanders take one pace forward, halt, and face right.

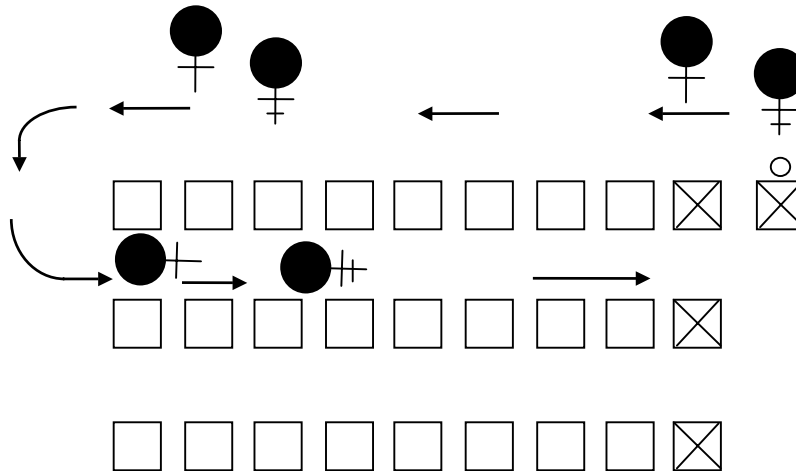
7.4.6. On the command of execution, **MARCH,** the front rank takes two paces forward, halts, and automatically executes dress right at normal interval. The second rank takes one pace forward, halts, and automatically executes dress right dress. The third rank stands fast, and automatically executes dress right dress. Each cadet covers on the cadet in front.

7.4.7. When all flights are prepared for inspection, the Squadron Commander will begin by inspecting the guidon bearer. After being inspected, the guidon bearer will assume the position of parade rest. The Squadron Commander will proceed to the "A" Flight commander

7.4.8. The "A" Flight commander will salute and report **"SIR/MA'AM, A FLIGHT PREPARED FOR INSPECTION."** The Squadron Commander will return the salute, and begin inspecting the flight commander. After the flight commander has been inspected, the Squadron Commander will hand him/her the clipboard, and instruct them to accompany on the inspection. The flight commander will face to the left and command **Second and Third Elements, Parade, REST.** Following the second and third elements of "A" flight assuming parade rest, "B" and "C" flight commanders will command **"Parade, REST"**. The flight commander will take up a position in front of the second person in the first element so they are positioned one step behind and to the right of the inspector (leading the inspector in a showing capacity). The inspecting party moves from each individual using a face in marching to the right and an in place halt. (This is a three count movement executed with the upper portion of the

body remaining at attention.) When inspecting the rear of the elements, the flight commander will follow behind the squadron commander.

7.4.9. While the inspector is inspecting the rear of the first element, the second element leader will assume the position of attention, turn their head down line and command, **Second Element, ATTENTION**. When the inspector begins inspecting the second element, the first element leader turns their head down line and commands, **First Element, Parade, REST**. When the inspector is inspecting the rear of the second element, the third element leader will assume the position of attention, turn their head down line and command, **Third Element, ATTENTION**. When the inspector begins inspecting the third element, the second element leader turns their head down line and commands, **Second Element, Parade, REST**. After the inspector has inspected the rear of the third element and is returning to the front of the flight, the third element leader turns their head down line and commands, **Third Element, Parade, REST**. (*NOTE: When giving commands, element leaders will respond to their own commands.*)



**Figure 7.5 Open Ranks Inspection**

7.4.10. After the last element has been inspected, the flight commander will proceed to a position three paces in front of the flight guide and one pace to the right, halt, and face left. The flight commander then commands, **Flight, ATTENTION**, takes one pace forward faces to the right and awaits remarks from the Squadron Commander. Following the Squadron Commander's remarks, the flight commander will give the clipboard to the Squadron Commander, the two will exchange salutes, and the Squadron Commander will depart to inspect the next flight. The flight commander will face to the left and command; **Close Ranks, MARCH; Parade, REST**. The flight commander then returns to a position facing forward and centered on the flight, draws saber, and assumes the position of parade rest. As the inspecting official approaches the next flight to be inspected, the flight commander will assume the position of attention, and command "Flight, ATTENTION", and report in the same manner as the "A" flight commander.

7.4.11. To close ranks when at open ranks, the command is **Close Ranks, MARCH**. The front rank stands fast, the second rank takes one pace forward and halts. The third rank takes two paces forward and halts. Each cadet covers on the cadet directly in front.

7.4.12. The above procedures will be repeated until all flights have been inspected. Following the inspection and debrief of the last flight, the Squadron Commander will return to his/her original position, facing forward, draw saber, and assume the position of parade rest.

7.4.13. **Guest Inspector (other than Squadron Commander)**. Prior to first call, Squadron Commanders will be informed if they will have a guest inspector. The guest inspector will have the inspection clipboard, and take a position to the right rear of the squadron. When all flights are have opened ranks, and are prepared for inspection, the guest inspector will take the most direct route to the front of the Squadron Commander. The Squadron Commander will salute and report: **“SIR/MA’AM, THE SQUADRON IS PREPARED FOR INSPECTION.”** The inspector will return the salute and begin inspecting the Squadron Commander. After inspecting the Squadron Commander, the inspector will hand them the clipboard and instruct them to accompany on the inspection. The guidon bearer will be the next to be inspected. After being inspected, the guidon bearer will assume the position of parade rest, and the inspecting party will move to the first flight. Flight commanders will not accompany the guest inspector, nor will they be de-briefed individually. The Squadron Commander will fill the flight commander’s position while accompanying during the inspection. The inspection procedures will be the same as described in paragraphs 7.4.7.- 7.4.11. When flight commanders hear their 3<sup>rd</sup> elements placed at parade rest, they will assume the position of attention, face to the left and command **“Flight, ATTENTION, Close Ranks, March, and Parade, REST”** as stated in paragraph 7.1.3.10. When the last flight is inspected, the Squadron Commander will return to their original position, face the squadron and command **“Squadron, ATTENTION”**. The Squadron Commander will face about, receive comments from the inspector and hand over the clipboard. Following the remarks, the two will exchange salutes, the inspector will depart, and the Squadron Commander will face about and command **“Parade, REST”**. The Squadron Commander will face about and assume the position of parade rest.

7.4.14. When Squadron Commanders are at the position of parade rest, group commanders and staff return to original positions, draw sabers, and wait for command from the Wing Commander. When group commanders are in place, the Wing Commander and staff return to original positions and Wing Commander commands, **GIVE YOUR GROUPS ATTENTION**. Group commanders will face about and command, **(First, Second, Third or Fourth) Group, ATTENTION**, in succession, then face about. After all groups are at attention, the Wing Commander will command, **DISMISS YOUR GROUPS**. Group commanders salute, face about and command, **TAKE CHARGE OF YOUR SQUADRONS**. Squadron Commanders salute, face about and command, **TAKE CHARGE OF YOUR FLIGHTS**.

7.5. **Indoor In-Ranks Inspection Procedures (With Guest Inspector)** (*NOTE: For indoor inspections, without a guest inspector, the Squadron Commander will be the inspector with each flight commander accompanying during the inspection.*)

7.5.1. In the event of inclement weather, In-Ranks inspections will be conducted in the halls of each squadron. Squadrons will form by flight, in line, at close interval in the center of the hallway. If three halls intersect the CQ desk, one flight will be in each hallway. If there are only two hallways, two flights will occupy the long hallway.

7.5.2. Flight commanders will be positioned at the end of their flight closest to the CQ desk. Flights will be formed by element with element leaders closest to the CQ desk. The Squadron Commander will be positioned near the CQ desk and will command **“Squadron, ATTENTION”**. The Squadron Commander will salute the inspector and report: **“Sir/Ma’am, The Squadron Is Prepared For Inspection”**. The inspector will return the salute and inspect the Squadron Commander. After inspecting the Squadron Commander, the inspector will hand the clipboard to the Squadron Commander and instruct them to accompany on the inspection. The Squadron Commander will command **“B and C Flights, Parade, REST,”** and position themselves one pace to the right and to the rear of the inspector. The inspecting party will move down each hall side-stepping from person to person.

7.5.3. As the inspector approaches, the “A” flight commander will salute and report: **“Sir/Ma’am, A-Flight Is Prepared For Inspection.”** The inspector will return the salute and begin inspecting the flight commander. After the flight commander is inspected, they will turn their head down line and command **“2<sup>nd</sup> and 3<sup>rd</sup> Elements, Parade, REST.”** The commander will then assume the position of parade rest. As the inspector completes each element, the subsequent element leader will assume the position of attention, turn their head down line and command: **“ 2<sup>nd</sup> (3<sup>rd</sup>) Element, ATTENTION.”** After an element has been inspected, the element leader will turn their head down line and command **“1<sup>st</sup> (2<sup>nd</sup> or 3<sup>rd</sup>) Element, Parade, REST.”** Each flight will follow these same procedures. After an entire hall is inspected, and all elements are at parade rest, the Squadron Commander will command the flights in that hallway to attention (**“A and B Flights, ATTENTION”**). The inspector will pass behind the flights, inspecting the rear of the individuals. As the inspecting party passes the last flight commander in the hall, that flight commanders, in order will command their flights to **“Parade, REST.”**

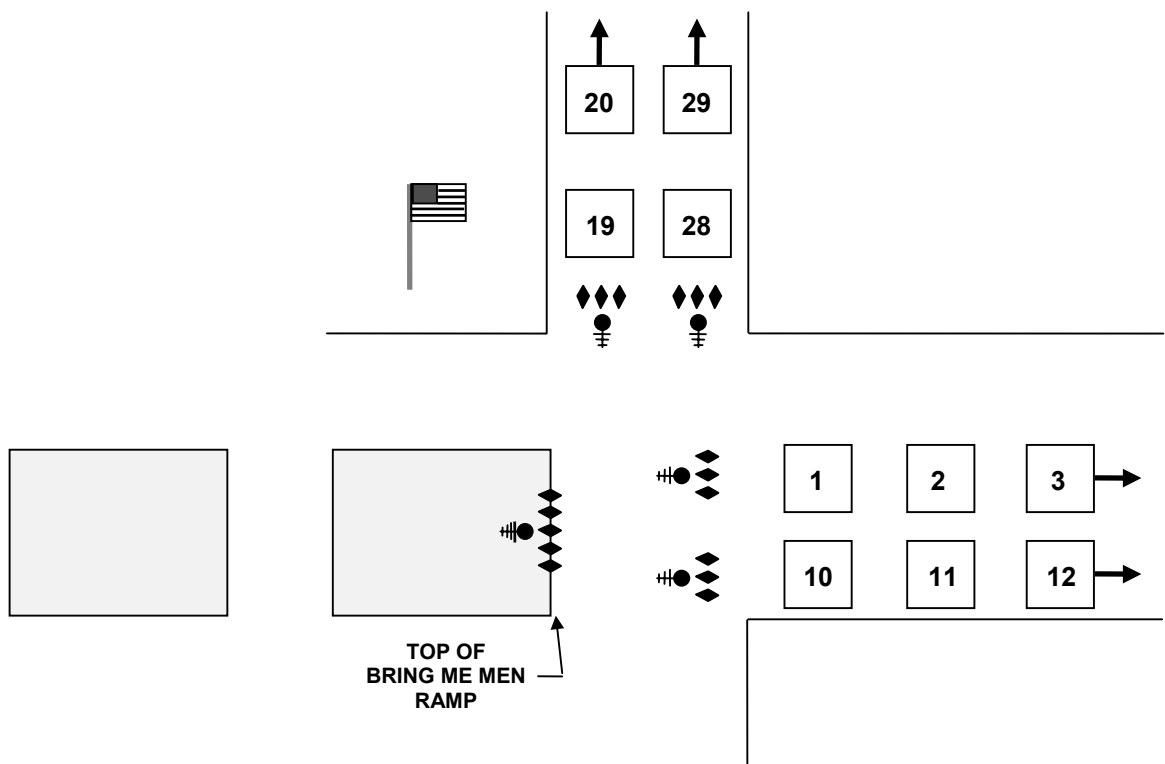
7.5.4. Once all flights have been inspected, and the entire squadron is at parade rest, the Squadron Commander will position themselves near the CQ desk, command: **“Squadron, ATTENTION”**, and await the de-brief from the inspector. Following the de-brief, the Squadron Commander will hand the clipboard over to the inspector, exchange salutes, and take charge of their squadron.

**Chapter 8 -- Cadet Wing Reviews And Parades**

8.1. **General.** This chapter explains general procedures for cadet wing reviews and parades. Specific procedures for special ceremonies are contained in chapters 9, 10, and 11. A review is the formation of the cadet wing marching in a prescribed manner. Its purpose is to observe the cadet wing state of training and inspect the degree of its drill proficiency. A parade is a review with honors. Parades may also be used to formalize ceremonies such as changes of command, honors to individuals and groups, or retreat. (NOTE: While commonly called "parades", most of the marching ceremonies the cadet wing performs during the year are in fact, reviews).

**8.2. Academic Year Reviews and Parades.**

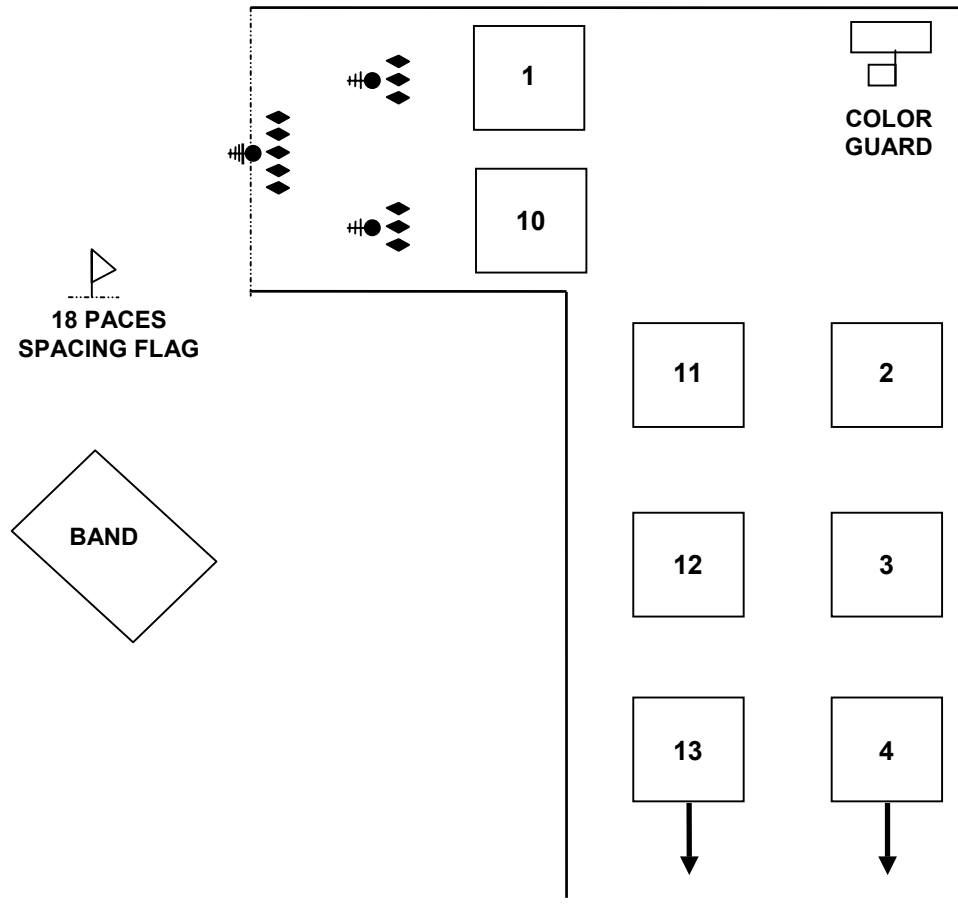
8.2.1. Sequence. The following is the sequence of events for an academic year review/parade: First Call/Assembly; Adjutant's Call; March On; Formation of the Command; Officers Center; Presentation of Awards and Decorations (parade only); and March in Review. (NOTE: throughout this section an overall sequence for both ceremonies is detailed with differences between the two ceremonies noted where appropriate).



**Figure 8.1 Wing Form Up on Terrazzo**

8.2.2. First Call/Assembly. The wing forms on the terrazzo in front of Vandenberg Hall (figure 8.1). Once assembled, the wing marches down the Bring Me Men Ramp to the parade field ramp in the following order: Wing Staff; First and Second Group, side by side; and Third and Fourth

Group, side by side. (NOTE: Color Guard, band or Drum and Bugle Corps will form-up at the bottom of the parade field ramp). In preparation for Adjutant's Call, the command forms at the bottom of the parade field ramp (figure 8.2).



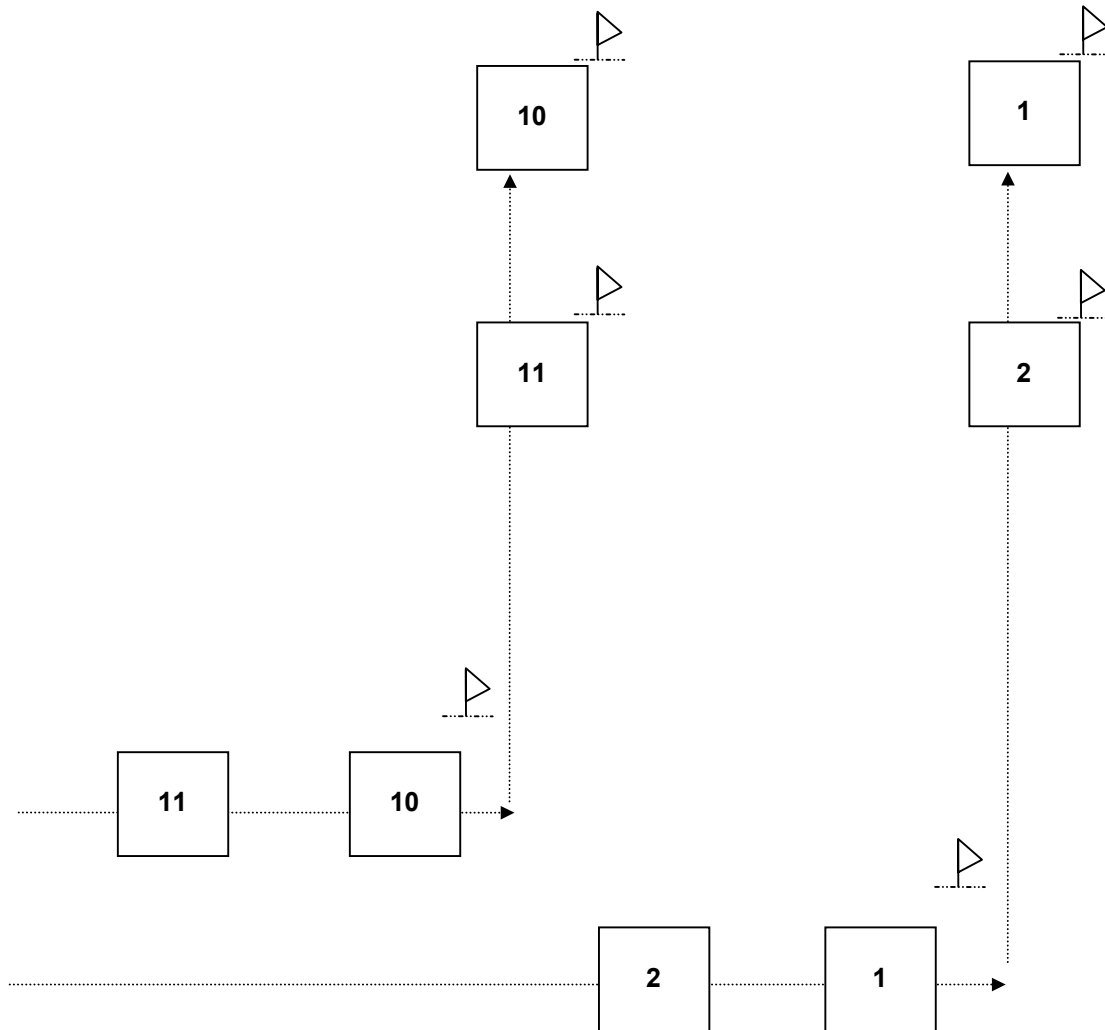
**Figure 8.2 Command Form Up At Bottom of Parade Field Ramp**

8.2.3. Adjutant's Call. Upon direction of the 34th Training Group Superintendent, the band begins the ceremony by playing Adjutant's Call. At the first note of the music, all cadet commanders face their units and call them to attention.

8.2.4. March On. Upon direction of the Group Superintendent at the bottom of the parade field ramp, the command marches onto the field in the following order: Wing Staff; First and Second Groups, side by side; Color Guard; Band or Drum and Bugle Corps; and Third and Fourth Groups, side by side. All units proceed directly east on the initial line of their designated turn markers. Each unit executes the appropriate moves to reach its final position (figure 8.3).

8.2.4.1 Wing and group staffs guide left 90 degrees at their respective markers and move forward to their final positions. As the wing staff reaches its final position, the Wing Commander gives **Staff, Counter, HALT**. As the group staffs reach their final positions, the group commanders give **Staff, HALT** and face about.

8.2.4.2. The Color Guard executes a left wheel at its marker and moves to its final position.



**Figure 8.3 Turn Flags and Stop Markers**

8.2.4.3. As each squadron reaches its turn marker, the Squadron Commander turns around and commands **Left Turn, MARCH**. Left turns are executed immediately after the command element passes the turn flag. At the completion of the turn, the Squadron Commander commands, **Forward, MARCH; GUIDE ON LINE**, and turns around to march forward. The guide double times to the final marker, halts, and faces right so the marker is directly in front of him/her. The squadron will march directly to the guide so that the 9<sup>th</sup> element leader will guide directly to the guides right shoulder. When the squadron approaches the final line, the Squadron Commander faces about and commands, **Squadron, HALT; (pause) At Close Interval, Dress Right, DRESS**. On the preparatory command of **Right**, flight commanders execute carry saber. On the command of execution, **DRESS** the A flight commander verifies alignment of the ranks, returns

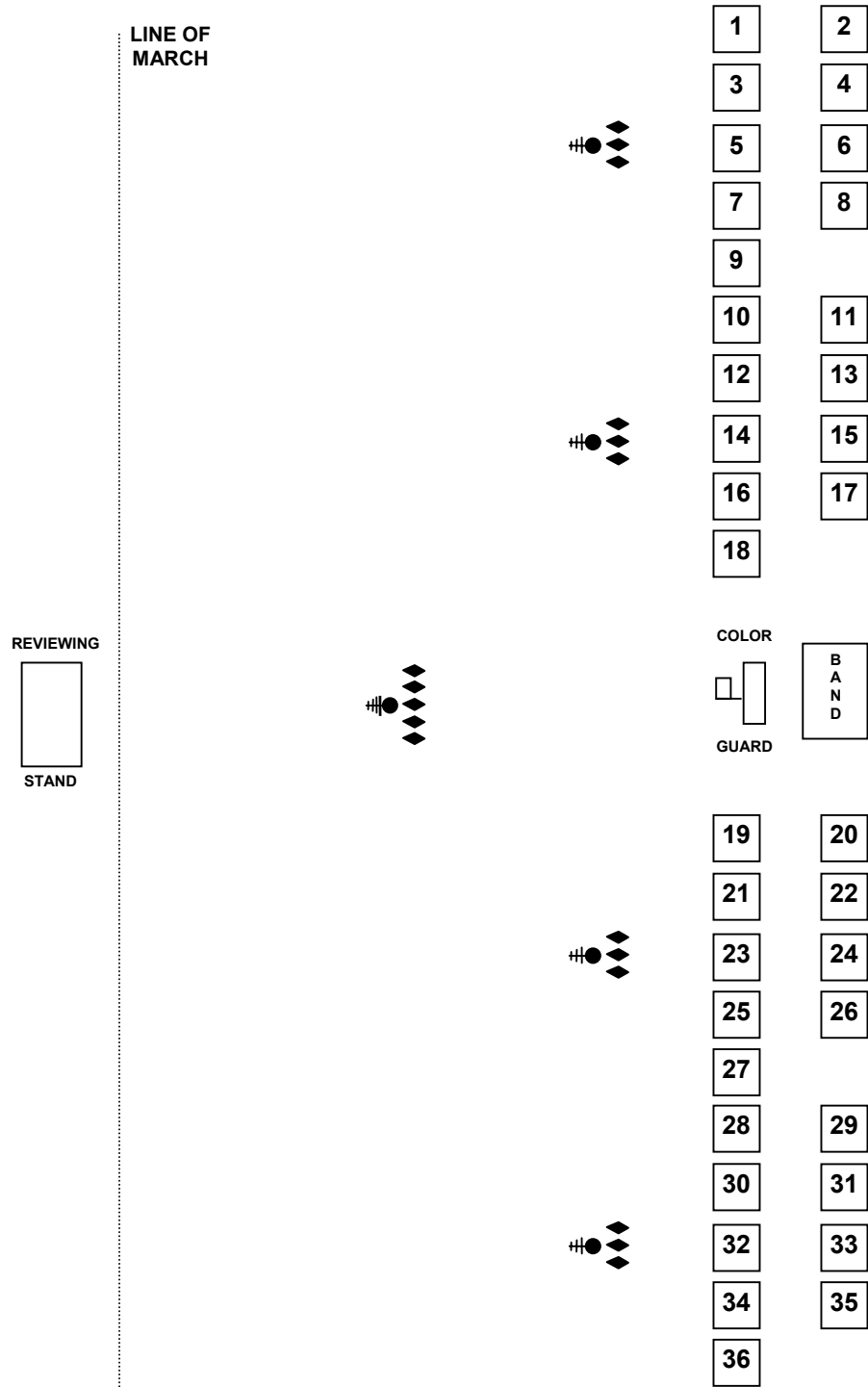


Figure 8.4 Wing Formation on Parade Field



to post and assumes dress right. The Squadron Commander commands, **Ready, FRONT (pause) COVER**. The Squadron Commander gives **Guide, POST**. The guide faces left. The Squadron Commander commands, **Parade, REST**, faces about and assumes parade rest (figure 8.4).

8.2.4.4. When all squadrons of a group are at parade rest, the group commander faces about and commands **Staff, Parade REST**. After all four groups are at parade rest, the Wing Staff goes to parade rest. Adjutant will assume a position facing the wing, three paces in front of the Wing Commander.

8.2.5. **Formation of the Command.** When the last group commander has faced about, the adjutant commands, **IN PLACE, SOUND OFF**. The band or D&B plays the appropriate music. At the conclusion of the music, the adjutant commands, **GIVE YOUR GROUPS ATTENTION; GIVE YOUR GROUPS PRESENT ARMS**. Group commanders execute carry saber, face about and in turn give **Group, ATTENTION; Present (pause), ARMS**. The Group commanders again face about, and command, **Staff, Present, ARMS**. At this point, either the review or parade sequence is possible.

8.2.5.1. **Review Sequence.** The Wing Commander gives **Staff, Present, ARMS**. The band or D&B plays the National Anthem. At the conclusion of the National Anthem, the Wing Commander gives **Staff, Order, ARMS; Carry, SABER**. The adjutant faces about, salutes and reports **SIR/MA'AM, THE PARADE IS FORMED**. The Wing Commander returns the salute and commands, **TAKE YOUR POST**.

8.2.5.1.1. The adjutant returns to the staff position. When the adjutant has returned, the Wing Commander commands, **GIVE YOUR GROUPS ORDER ARMS**. The group commanders command **Staff Order Arms**, face about, and in turn, give **Order (pause), ARMS**. When all groups have come to order arms, the Wing Commander instructs the adjutant to **RECEIVE THE REPORT**. The adjutant returns to position in front of the Wing Commander and commands, **REPORT**. The group commanders, in turn, salute and report (number of group) **GROUP ALL PRESENT OR ACCOUNTED FOR, SIR/MA'AM** or (number of group) **GROUP REPORTS (number) CADET(S) ABSENT, SIR/MA'AM**. The adjutant returns the salute of each group commander.

NOTE: For parades and reviews only, it has become traditional to report absences to "spell out" the year of the firstie class. Example for 2002:

**"First Group, two cadets absent, Sir."**

**"Second Group, zero cadets absent, Sir."**

**"Third Group, zero cadets absent, Sir."**

**"Fourth Group, two cadets absent, Sir."**

8.2.5.1.2. The adjutant will face about and report to the Wing Commander: **SIR/MA'AM, ALL PRESENT OR ACCOUNTED FOR**. The Wing Commander will return the salute and command **PUBLISH THE ORDERS**.

8.2.6. **Officers Center.** The adjutant faces about and commands: **ATTENTION TO ORDERS, Detail for today, Officer of the Day \_\_\_\_\_, Senior Officer of the Day \_\_\_\_\_, by Command of Brigadier General (Commandant's last name).** Then the adjutant commands **OFFICERS, POST (pause until all commanders are on the front line) CENTER, MARCH.**

8.2.6.1. On the command **Officers**, group staffs and Squadron Commanders execute carry saber and unit color and guidon bearers come to the carry position. On **POST**, Key personnel will simultaneously execute the following movements:

8.2.6.1.1. Squadron Commanders will take 6 paces forward and halt. Guidon bearers will execute a face in marching 45 degrees to the right, taking 4 paces (so that they are approximately 4 paces directly behind the Squadron Commander) and halt in place. Unit colors will take 4 left steps to position themselves directly behind the commander and guidon bearer. **NOTE: Colors and guidons will remain vertical until the command "MARCH" is given by the adjutant.**

8.2.6.1.2. For squadrons on the rear line of march, key personnel will perform the above procedures, with the additional movements: When the guidon bearers and color bearers are halted behind the Squadron Commander, the Squadron Commander will command **POST**. All key personnel will face to the left. The Squadron Commander will then command **Forward MARCH**. The key personnel will march forward for 9 paces and execute a right flank. Following the flanking movement, key personnel will march forward for 30 paces, and halt automatically. At this point, all key personnel will be in line and facing the front. Once all movement has stopped, the adjutant will command **CENTER**.

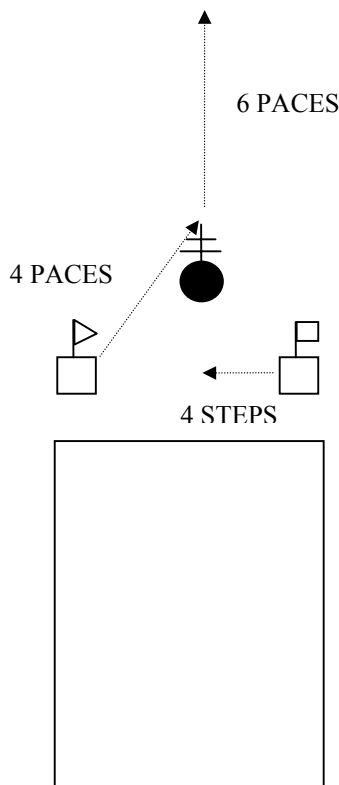
8.2.6.2. On the command **Center**, group staffs, Squadron Commanders, color bearers and guidon bearers (key personnel) execute the appropriate facing movement toward the center of the parade field.

8.2.6.3. On **March**, All key personnel step off simultaneously, and the band will begin to play. All key personnel halt by executing mark time (colors and guidons snap to the vertical position) without command when they reach their positions. Each commander then gives **Detail, HALT** for his/her unit. After halting, each unit will execute an automatic facing movement (4-count halt) toward the front of the formation. Eighteenth and nineteenth squadron personnel halt on the mark indicating the formation center. Each succeeding group of key personnel halt so they are one pace from the group in front of them. When the first squadron personnel are in place, the first Squadron Commander will inform "**All In From The Right**". The thirty-sixth Squadron Commander will inform "**All In From The Left**" after their personnel are halted and faced to the front.

8.2.6.3.1 Second and third group staffs dress on those squadrons and meet at the center so that the persons in the staff closest to the formation center and the group commanders are face-to-face. Group staffs will mark time after arriving at their position until commanded to **halt** by the group commander. When all group staffs are halted in place, the first group commander will command **Detail, POST**. All group staffs will face forward.

8.2.6.4. When all key personnel are in position, the second group commander will command (over the shoulder) **Forward, MARCH**. All personnel step off simultaneously and guidon and color bearers will snap to carry guidon/colors. While marching forward, each rank of personnel will dress to the center. Guidon bearers **MUST** allow the Squadron Commander rank to pull away gradually, increasing the distance, to avoid hitting them with the guidons.

8.2.6.5. The second group commander gives **Officers, HALT** so that the formation halts with group commanders six paces in front of Wing Commander. On **HALT**, the key personnel execute a five count movement. If armed with sabers, officers take one step (count 1), halt (count 2), execute present arms (counts 3-4), and stand fast (count 5). If not armed, officers take one pace (count 1), halt (count 2), stand fast (count 3), execute present arms (count 4) and stand fast (count 5). Guidon bearers take one pace (count 1), halt (count 2), execute present guidon (count 3-4) and cut the left hand away to the left side (count 5). Color bearers take one pace (count 1), halt (count 2), stand fast (count 3), execute present arms (count 4), and stand fast (count 5). If the officers are armed with sabers, the Wing Commander gives **Order, ARMS**. On **Order**, guidon bearers assume the raised position and the officers assume the order position. On **ARMS**, officers and color bearers come to carry and guidon bearers seat the guidons in the harness sockets.



**Figure 8.5 Officers Center**

8.2.6.5.1. The Wing Commander gives **Officers, POST**. Key personnel face about. The Wing Commander commands **Forward, MARCH**. Key personnel step off together. The Second Group commander gives **Officers, HALT** so that the color bearers halt two paces from the front

line of squadrons, or if there are no color bearers, so that the guidon bearers halt four paces from the front line of squadrons. The Second Group commander commands **Officers, POST**. All key personnel face away from center.

8.2.6.5.2. The Second Group commander gives **Forward, MARCH**. On **MARCH**, first and thirty-sixth squadron key personnel step off simultaneously, followed in turn by each squadron on each successive drum beat. Group staffs stand fast. Each group commander will give **Forward, MARCH** at the appropriate time to remain centered on his/her group's squadrons as they return from center (i.e. 5,14 and 23,32). When executed properly, First and Fourth Groups step off simultaneously, and Second and Third Groups step off simultaneously. The Wing Commander gives **Staff Counter, HALT** to reverse the wing staff. The Wing Commander faces about to observe the key personnel return from center. The reviewing party takes their positions on the field.

8.2.6.5.3. As they return from center the rear squadrons key personnel execute the following movements: First and Second Group execute Right Flank, March then Left Flank, March. Third and Fourth Group execute Left Flank, March then Right Flank, March. All key personnel guide to their original position in front of their squadrons, and halt automatically. Once all squadron key personnel are in this position, the Squadron Commander gives the Squadron Commander gives **Detail, POST**. On **POST**, key personnel face the bleachers. Immediately following the facing movement, all sabers, colors and guidons will be returned to the order.

8.2.7. When all movement stops, the Wing Commander commands **GIVE YOUR GROUPS PRESENT ARMS**. Group commanders face about, and in turn, command **Present, ARMS**. Group commanders then face about and give **Staff, Present, ARMS**. When the Fourth Group staff assumes present arms, the Wing Commander faces about, gives **Staff, Present, ARMS**, salutes the reviewing officer, and says **SIR/MA'AM, I PRESENT THE COMMAND**.

8.2.7.1. The band plays Honors. Either the review or parade sequence is possible. For a review, at the conclusion of Honors, the reviewing officer commands **MARCH THE COMMAND IN REVIEW**. The Wing Commander gives **Staff, Order, Arms, and Carry SABER**. The Wing Commander then faces about and commands, **GIVE YOUR GROUPS ORDER ARMS**. After all four groups are at order arms the Wing Commander commands, **PASS IN REVIEW** (figure 8.6). For a parade, at the conclusion of Honors, the reviewing officer directs, **HAVE THE PERSON (OR UNITS) TO BE DECORATED AND THE COLORS BROUGHT FORWARD**. The Wing Commander gives **Staff, Order, ARMS, and Carry, SABER**. The Wing Commander faces about and commands **GIVE YOUR GROUPS ORDER ARMS**, to prepare the wing for presentation sequence.

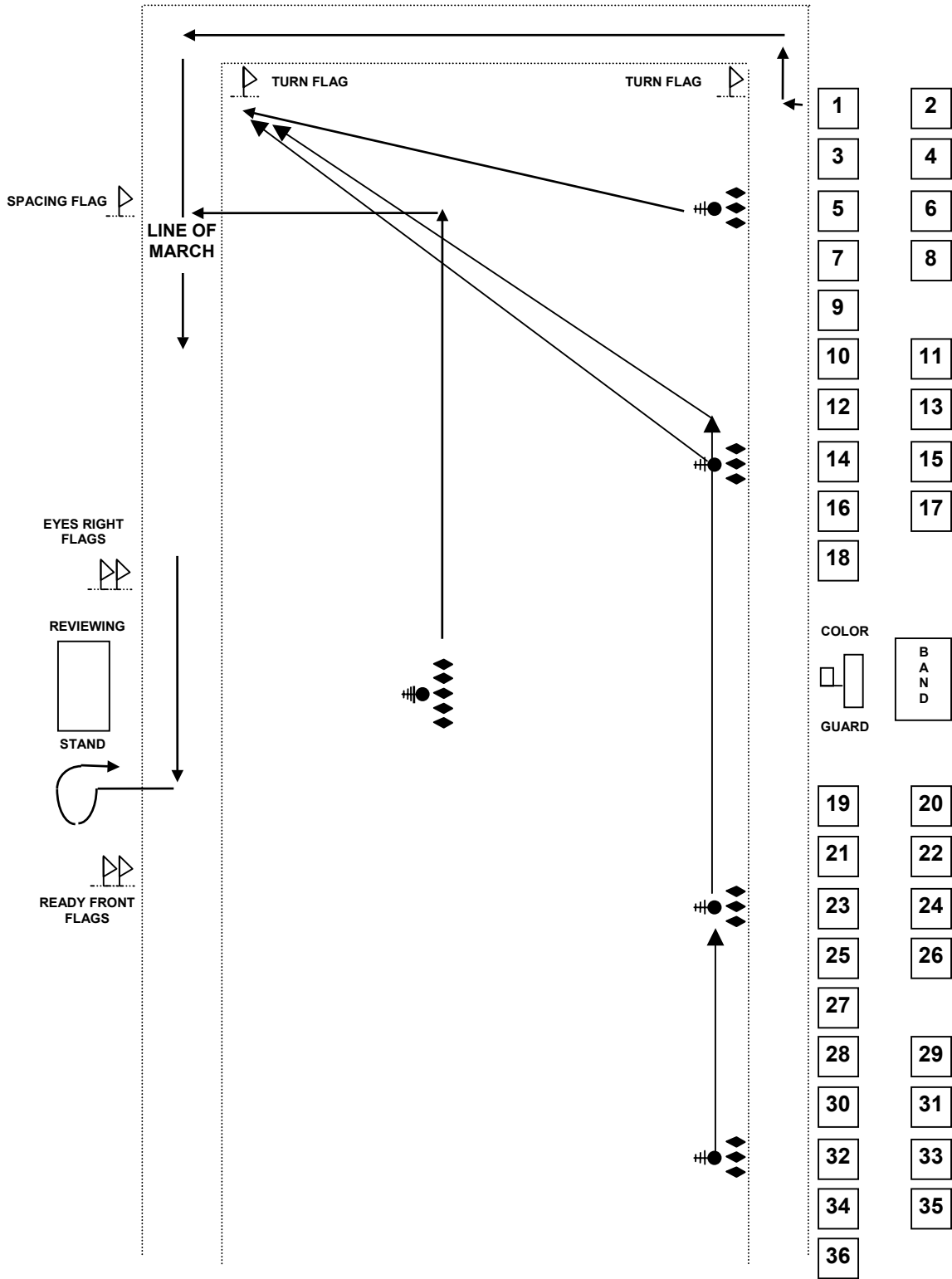


Figure 8.6 March In Review

### 8.2.8. Presentation Sequence (Parade Only).

8.2.8.1. Group commanders give **Staff, Order, ARMS, and Carry, SABER**. Group commanders face about, and in turn give **Order, ARMS**, face about, and come to carry. When all movement stops, the Wing Commander commands **PERSON (OR UNITS) TO BE DECORATED AND COLORS, FRONT**, (pause) **CENTER**, (pause), **MARCH**.

(NOTE: Individuals to be decorated are pre-positioned before the start of the ceremony and will receive direction from the 34th Training Group Drill and Ceremonies Superintendent about movements. The sequence below is for cadet units receiving awards).

8.2.8.2. On **FRONT**, for those squadrons receiving awards, the Squadron Commander and guidon bearer assume the carry position, and execute the necessary movements to position themselves as during Officers Front. On **CENTER**, Squadron Commanders and guidon bearers face center and wing staff members face right. On **MARCH**, Squadron Commanders and guidon bearers march toward the center of the formation as in Officers Front. The highest numbered squadron from First or Second Group and the lowest numbered squadron from Third and Fourth Group each halts on its respective side of center. The remaining squadrons each halt directly behind the squadron in front of them. Once halted, a designated commander gives **Detail, FACE** and all face the reviewing stand. The wing staff takes 12 paces forward to provide clearance for the detachment (the colors and those units being decorated). When the staff reaches the appropriate position, the adjutant gives **Staff, HALT**, and **Left, FACE**. The Wing Commander moves forward to a position six paces in front of and centered on the detachment. The Wing Commander, while remaining at the carry, gives, **Return, SABER and Ready, CUT**. The Wing Commander faces about, commands **Detachment, Forward, MARCH**, then leads the detachment toward the reviewing officer.

8.2.8.3. When the detachment passes the staff position, the adjutant gives **Left, FACE and Forward, MARCH**. When the staff reaches its original centered position, the adjutant commands **Staff, HALT and Right, FACE**. The Wing Commander gives, **Detachment, HALT** so that the detachment halts five paces from the reviewing officer. The band ceases playing. The Wing Commander salutes the reviewing officer and says, **SIR/MA'AM, THE PERSONS (OR UNITS) TO BE DECORATED AND THE COLORS ARE PRESENT**. The reviewing officer returns the salute and gives **PRESENT THE COMMAND**. The Wing Commander comes to the carry, faces right, passes around the right flank of the awards detachment, centers on the staff (facing the wing), and commands, **GIVE YOUR GROUPS PRESENT ARMS**. Group commanders then face about and give **Staff, Present, ARMS**.

8.2.8.4. When all groups are at present arms, the Wing Commander faces about and commands, **Staff, Present, ARMS**. The wing staff and awards detachment execute this command together. The band plays the National Anthem. At the conclusion of the National Anthem, the Wing Commander commands **Staff, Order, ARMS**. The awards detachment and wing staff again execute this command together. The Wing Commander faces about and directs, **GIVE YOUR GROUPS ORDER ARMS; PARADE, REST**. Group commanders give **Staff, Order, ARMS and Carry, SABER**. Group commanders then face about and, in turn, give **Order, ARMS** (pause) **Parade, REST**. Group commanders face about and give **Staff, Parade, REST**.

8.2.8.5. When all groups are at parade rest, the Wing Commander faces about and gives **Staff, Parade, REST**. The reviewing officer moves to a position two paces in front of the first person to receive an award or decoration. The narrator reads the citation accompanying the award. At the conclusion of the reading, the reviewing officer steps forward and presents the award or decoration. If the award being presented is a guidon streamer, the guidon bearer executes present arms to allow the reviewing officer to attach the streamer. Once the streamer is attached, the guidon bearer returns to order and executes a guidon salute. The guidon bearer will hold the salute until it is returned by the reviewing officer. When all award presentations are complete, the reviewing officer returns to his/her position in the reviewing party. The Wing Commander gives **Staff, ATTENTION; Carry, SABER; Right, FACE; and Forward, MARCH**. The staff takes 12 paces forward. The Wing Commander gives **Staff, HALT and Left, FACE**. (NOTE: the Wing Commander executes these movements with the staff; the effect is to move the entire staff out of the detachment's line of march. The Wing Commander gives **Detachment, POST**. On **POST**, commanders and guidon bearers face about and the color guard executes an about wheel. If there are individual award recipients, they face right, march around the left flank of the reviewing party, and halt two paces to the reviewing party's rear. The lead recipient halts directly behind the person on the reviewing officer's immediate left. Each person halts and faces left individually.

8.2.8.6. The Wing Commander gives **Forward, MARCH**. On **MARCH**, the color guard returns to its position in the wing formation, executes an about wheel and halts. Commanders and guidon bearers return to the squadrons as in returning from Officers Center. A designated commander gives **Officers, HALT and POST**. When the detachment is past the wing staff's line of march, the Wing Commander gives **Left, FACE and Forward, MARCH**. The staff (including the Wing Commander) returns to a position centered on the reviewing party. The Wing Commander gives **Staff, HALT and Right, FACE**. The Wing Commander faces to observe the return of officers.

8.2.8.7. As the Colors are returning, the Wing Commander commands **GIVE YOUR GROUPS ATTENTION**. Group commanders give **Staff, ATTENTION and Carry, SABER**. Group commanders, face about and, in turn, give **Group, ATTENTION**. When all groups are at attention, the Wing Commander faces about and salutes the reviewing officer without comment. The reviewing officer returns the salute and commands **MARCH THE COMMAND IN REVIEW**. The Wing Commander faces about and gives **PASS IN REVIEW**.

8.2.9. March in Review.

8.2.9.1. The march in review is the same for both parades and reviews. On **PASS IN REVIEW**, all group commanders face about. The first group commander will command **COLUMN OF SQUADRONS, RIGHT SQUADRON, RIGHT TURN, MARCH**. On **Column of Squadrons**, all Squadron Commanders will go to carry saber. On **Right Squadron**, all Squadron Commanders will execute an about face; first group squadron commanders will command **Right Shoulder ARMS**, and the band will begin playing a drum cadence. On **Right Turn**, the first Squadron Commander to march will supplement the command with **Right Turn** while all other Squadron Commanders will supplement with **STANDBY**. On **MARCH** (given in time with

the cadence) the first squadron will execute a right turn. Each subsequent Squadron Commander is responsible commanding **Forward or Right Turn, MARCH** so as to allow approximately 18 paces between the previous squadron. As the first group begins the pass in review, the other group commanders will, in turn, give, **Parade, REST**. The group commanders and staffs remain at attention. As the first group begins marching, the Wing Commander gives **Staff, Right, MARCH**. Wing staff marches toward the east end of the reviewing line. The Wing Commander gives **Staff, Left, MARCH**. Wing staff moves forward to the line of march. The Wing Commander gives **Staff, Left, MARCH and Mark Time, MARCH**. The Wing Commander will remain facing backwards until the First Group staff reaches the proper position behind them (18 paces). The Wing Commander gives **Forward, MARCH**, and turns back down the line of march.

8.2.9.2. **First Group Staff.** The First Group commander remains facing his/her group until the first squadron has begun marching. At that time, the first group commander will face about and give, **Forward, MARCH**. First Group staff marches directly to a point on the line of march just after past the final turn, to the right of the wing staff. (the staff will guide to that point, with no staff turns.) At that point, the First Group commander marches the staff into the line of march gives **Staff, Left, MARCH and Mark Time MARCH**. The first group commander will face backwards until the first squadron of their group is 18 paces away. (There will be 18 paces between the first group staff and wing staff as well) The Group commander will command **Forward MARCH** and turn back down the line of march.

8.2.9.3. **Remaining Group Staffs.** The second, third, and fourth group commanders will give **Group, ATTENTION** when the seventh squadron from the previous group begins marching. As the final squadron in the previous squadron begins marching, the group commanders will use the same sequence of commands as described in paragraph 8.2.9.1. Group staffs will follow the same procedures for passing in review as first group staff.

8.2.9.4. **Squadron Commanders.** When the third from the last rank of the squadron to the right is turning, the front Squadron Commander gives, **Right Turn, MARCH**; the rear Squadron Commanders give **Forward, MARCH** 4 paces after the front squadron marches off, and commands **Right Turn, MARCH** using the front squadron's stop flag as a turn guide.

8.2.9.5. **Eyes Right.** As each commander reaches the appropriate marker on either side of the reviewing party, he/she will give **Eyes, RIGHT** and **Ready, FRONT**. Commands are given so that the movement is executed as the commander reaches the marker. After the Wing Commander gives **Ready, FRONT**, he/she gives **Staff Right, MARCH**. The wing staff moves to a position one pace past (behind) the reviewing party. The Wing Commander gives **Staff Counter, HALT** and **Order, SABER**. The staff observes the parade from this position. As the Wing Commander is part of the review, and not part of the reviewing party, he/she does not return salutes of passing units. He/she will ensure appropriate honors are given to the colors as they pass. At the end of the reviewing line, units execute the necessary turning movements, march back to the terrazzo and dismiss. After the band has passed in review, the Wing Commander gives **Carry, SABER**; and **Forward, MARCH**. When the staff reaches a position six paces in front of the reviewing officer, the Wing Commander gives **Staff Left, MARCH**. When the staff is centered on the reviewing officer, the Wing Commander gives **Staff Left,**



**HALT.** The Wing Commander salutes and reports **SIR/MA'AM, THIS CONCLUDES TODAY'S CEREMONY.** The reviewing officer returns the salute and says, **CONTINUE YOUR SCHEDULED ACTIVITIES.** The Wing Commander faces about and dismisses the staff.

## Chapter 9 – Football Game March-Ons

9.1. **General.** This chapter explains specific procedures for pre-game march-ons at USAFA home football games. Normally, march-ons will consist of two cadet groups, however, for games against the sister service academies, the entire wing will march on. Following the Wing march-on prior to the interservice games, a “Prisoner Exchange” will take place as well. The TRW calendar will reflect which groups are scheduled for each game.

9.1.1. **Uniforms.** The uniform for march-ons will be announced by the 34 TRW/CC prior to the game. Unless specifically authorized, spirit uniforms WILL NOT be worn. If BDUs are worn, only berets, patrol caps, or class colored caps will be worn (no “boonie caps”). There will be no sunglasses in the formations. Only Group and Wing staffs will carry sabers; all squadrons will carry guidons.

9.1.2. **Advance Operations.** One day prior to game day (or immediately following the parade on game day), all guidons from participating squadrons must be delivered to the command center. Command center personnel will deliver guidons to the entrance of the tunnel leading into Falcon Stadium NLT 1 hour prior to march-on time.

9.1.3. Group Superintendents of the non-participating groups will be on hand to assist with formation and coordination. Specific unit locations are located in **figure 9.1**.

9.1.3.1. Assembly and formation instructions will be announced by the 34 TRG/CCS prior to game day, after coordination with AH personnel. All participating squadrons will form up outside the stadium at the tunnel entrance, in numerical order. Squadron Commanders will hold their accountability formations at this time, ensuring that their squadron has the required amount of personnel. Once accountability is completed, commanders advise Group Superintendents of any excess or shortage of cadets. Group Superintendents will coordinate with all of their squadrons to ensure they have the required amount of cadets in each formation. They will re-assign cadets as needed to fill in squadrons. No cadets will be dismissed until all squadrons have their required amount of cadets.

9.2. **2-Group March-On.** For a normal, 2-group march-on, squadrons will form at the tunnel entrance in mass formation, in numerical order. Group staffs will form in front of their first squadron. The formation will be led by the Wing Staff and Drum and Bugle Corps (D&B). The Color Guard will form just outside of the tunnel on the east side. When instructed, the formation will move into the tunnel.

9.2.1. When the football teams leave the field, the 34 TRG/CCS, in coordination with AH personnel will initiate the march on to the field. When the D&B begins to play, the Wing Commander will command **Forward, MARCH**. The wing staff will march ahead inclining to the right, and back to the left, marching down the center of the field numbers. The Wing Commander will command **Staff, HALT** so that the staff is on the sideline and the commander is 2 paces out of bounds. The Color Guard will march directly forward as the wing staff departs the tunnel. The colors will march forward to the 50-yard line, executing a right wheel and

halting on the mid-field logo. The D&B will march straight into the end zone, and halt on the goal line, keeping the band within the hashmarks on the field.

9.2.2. The First group staff will exit the tunnel, incline to the right and march toward the west hash marks. The first group staff will incline to the left so that the staff is approximately 12 paces to the right of the hash marks (clearing the D&B). They will execute a **staff right, halt** at the 50-yard line. The Group Commander will remain facing east until all of his/her squadrons are in place. He/she will then face about. See **figure 9.1** for illustration of these procedures.

9.2.3. The Second group staff will exit the tunnel, incline to the left and march toward the east hash marks. The first group staff will incline to the right so that the staff is approximately 3 paces to the left of the hash marks (clearing the D&B). They will execute a **staff right, halt** at the 50-yard line. The Group Commander will remain facing east until all of his/her squadrons are in place. He/she will then face about. See **figure 9.1** for illustration of these procedures.

9.2.3.1. Each squadron will follow their group staff out of the tunnel and to the hashmarks. **(Guidon bearers must use caution exiting the tunnel due to a low ceiling.)** Squadrons will incline around the D&B so that the nearest flank of their squadron is on the outside of the hashmark, with the D&B on the inside. Squadron Commanders will command **Squadron HALT** so that their command halts on the specific yard line as shown in figure 9.1. Squadron Commanders will command Cover, Right Face, then post 2 paces in front of and centered on their Squadron. Guidon Bearers will post one pace behind and to the left of their commander.

G 5 10 15 20 25 30 35 40 45 50 45 40 35 30 25 20 15 10 5 G

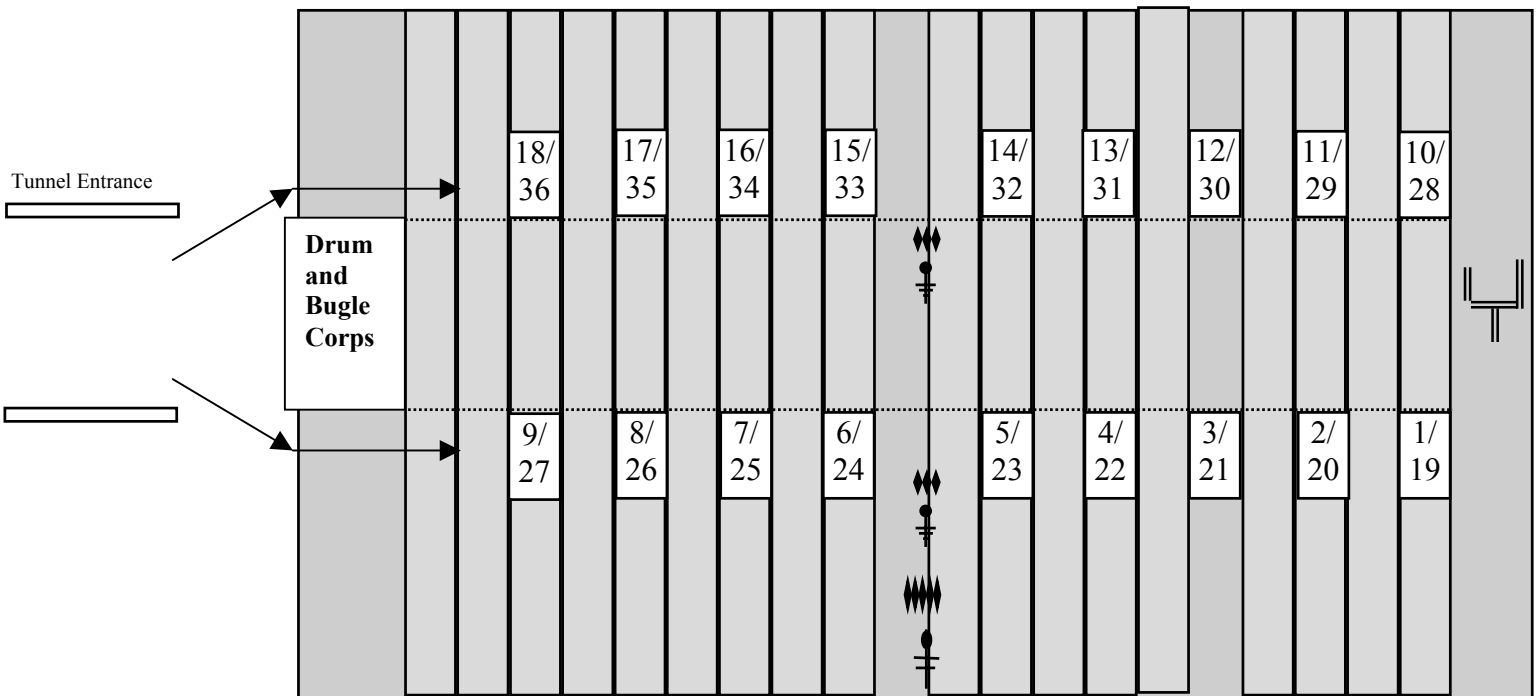


Figure 9.1 2-Group March On

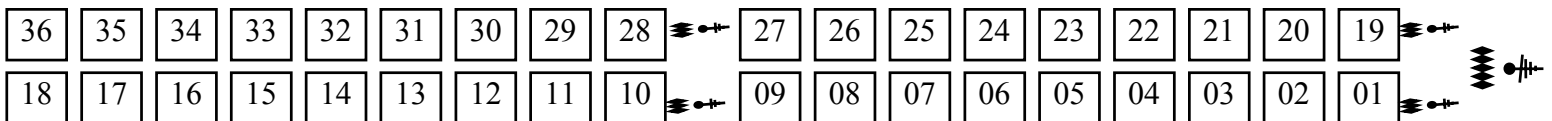
9.2.4. Once in position, cadets must watch for the signal flags located approximately at mid field, half way up the stands. The flag signalers will wave both flags to mark their position. After waving both flags, the signalers will pause then raise each flag, one at a time. The two flags going up individually serve as the preparatory command **PRE-SENT**. The command of execution **ARMS** will be when both flags are dropped. Guidon Bearers will execute raise guidon upon the second flag being raised. Following the National Anthem, the signalers will repeat the above procedures twice. The first time for **ORDER ARMS**, and the second time for **ABOUT FACE**.

9.2.4.1. There will be additional flag signalers on the east side of the stadium, near the top of the stands approximately on the 50 yard line. They will mark their position by waving both flags. The next series of flag movements will be for the USAFA cheer. Following the cheer, the signalers will signal another 3-count movement. The counts are **DOUBLE TIME, MARCH. MARCH**, being the command of execution, all cadets will run to their pre-designated area. When leaving the field, speed is important, but safety is critical. All sabers will be returned before running, and guidons will be carried at the port. There will be no piling on or other horseplay during the field exit.

9.2.4.2. All guidons will be returned to the command center representative for transportation back to the command center. Guidon bearers are responsible for picking up their guidons upon return to the cadet area.

9.3. **Wing March-On.** Prior to inter-service games, or other special occasions, as directed by the 34 TRW/CC, all 36 squadrons of the Cadet Wing will march on to the field. Squadrons will consist of 49 cadets in an 7x7 formation.

9.3.1. **Assembly.** The wing will assemble and form outside the stadium at the tunnel entrance. First Group will be on the right side of the tunnel, followed by Second Group. Third Group will form next to First Group, on the left side of the tunnel, followed by Fourth Group. Squadrons must be formed side-by-side to ensure that adjacent squadrons depart the tunnel simultaneously. The color guard and D&B will follow the same procedures outlined in paragraph 9.2. D&B will be pre-positioned outside of the tunnel on the northeast corner of the field. The Wing Staff will lead the formation, with the respective group staffs in front of their groups. **(Figure 9.2.)**



**Figure 9.2 Wing March-On Assembly**

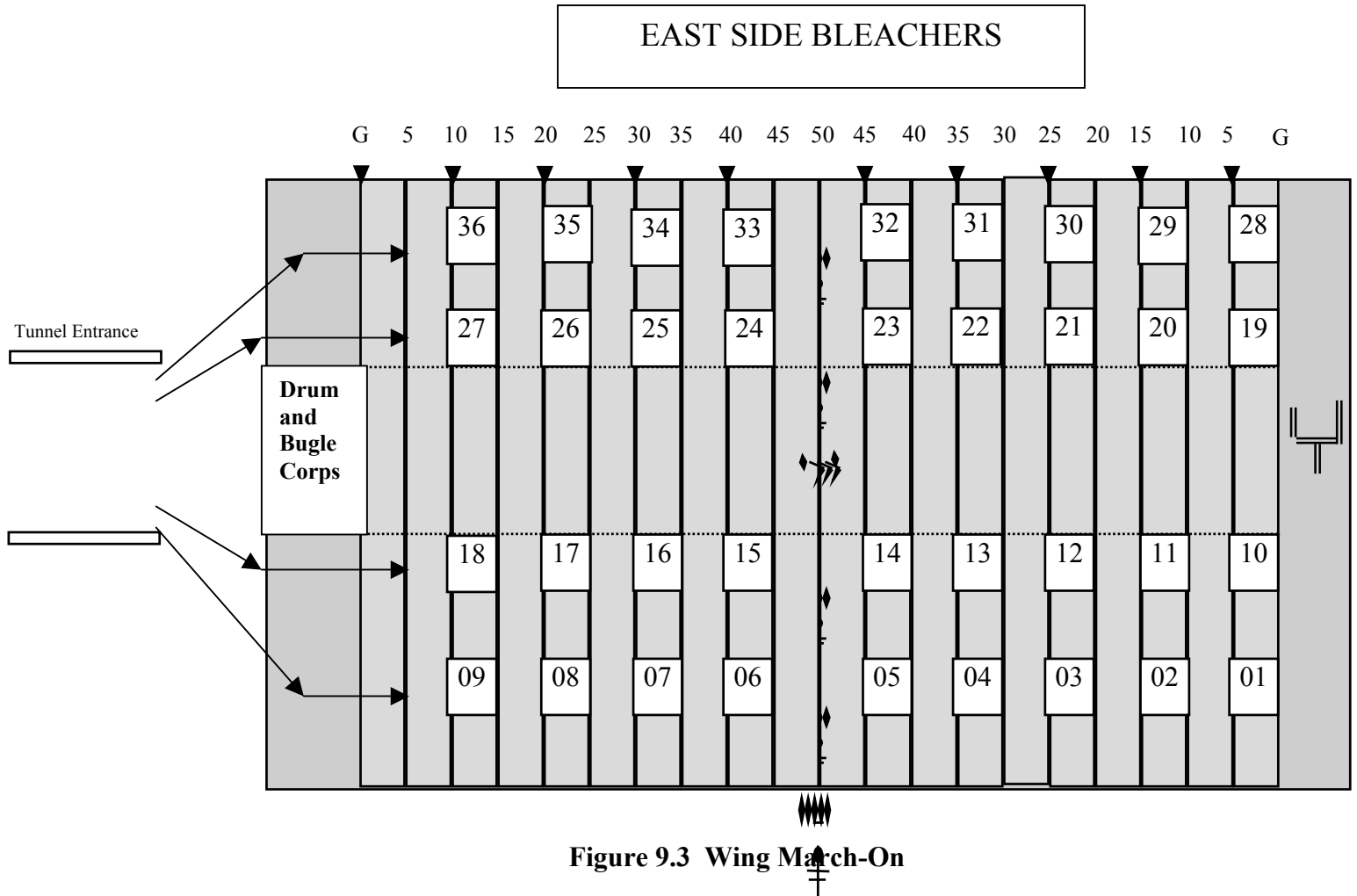
9.3.2. The 34 TRG/CCS, in coordination with AH personnel, will direct the band to begin playing. When the music begins, the Wing Commander will command **Forward, MARCH**. The Wing Staff, Color Guard and D&B will follow the same procedures used for the 2-group march-on.

9.3.3. The First and Third Groups, led by their staffs, will march out of the tunnel simultaneously. First Group Staff will incline to the right toward the west sideline, inclining back to the left so that they are marching down the middle of the numbers on the field. The staff will guide right on the 50 yard line, halting so that the staff is 2 paces off of the numbers. The Group commander will face to the east (watching the group march on) until all commanders and guidon bearers have posted.

9.3.3.1. The squadrons of First Group will follow the staff out of the tunnel inclining back to the left so that each squadron is marching down the center of the side-line yard numbers on the field. Squadron Commanders will turn around and command **Squadron, HALT** so that their command ranks are halted exactly on their designated yard line. (**figure 9.3**) Once halted, commanders will command **COVER**. Squadron members will close the distance to approximately 20 inches. After all movement has stopped, commanders will command **Right, FACE**. The commander and guidon bearer will automatically take a post centered on the squadron with the commander 2 paces in front and the guidon bearer one pace in front of their squadron.

9.3.4. The Third Group Staff will incline to the left and incline back to the right so that the commander is marching down the left hashmark. At the 50 yard line, the staff will guide right and halt approximately 6 paces from the hash mark. The Group commander will face to the east (watching the group march on) until all commanders and guidon bearers have posted.

9.3.4.1. The squadrons of Third Group will follow the staff, inclining back to the right so that the left hashmark is running along the right flank of their squadrons. Squadron Commanders will turn around and command **Squadron, HALT** so that their command ranks are halted exactly on their designated yard line. (**figure 9.3**) Once halted, commanders will command **COVER**. Squadron members will ensure they establish 40 inch distance from the cadet in front of them. After all movement has stopped, commanders will command **Right, FACE**. The commander and guidon bearer will automatically take a post centered on the squadron with the commander 2 paces in front and the guidon bearer one pace in front of their squadron.



**Figure 9.3 Wing March-On**

9.3.5. Second and Fourth Group Staffs will follow closely behind the last squadron in front of them. Second group staff will incline back to the left so that the commander is marching 12 paces to the right of the right hashmark. At the 50 yard line, the staff will execute a staff right , Halt. The Group commander will face to the east (watching the group march on) until all commanders and guidon bearers have posted.

9.3.5.1. The squadrons of Second Group will follow their staff, inclining back to the left so that the right hashmark is running along the left flank of their squadrons. Squadron Commanders will turn around and command **Squadron, HALT** so that their command ranks are halted exactly on their designated yard line. (figure 9.3) Once halted, commanders will command **COVER**. Squadron members will ensure they establish a 40 inch distance from the cadet in front of them. After all movement has stopped, commanders will command **Right, FACE**. The commander and guidon bearer will automatically take a post centered on the squadron with the commander 2 paces in front and the guidon bearer one pace in front of their squadron.

9.3.6. The fourth group staff will incline back to the right so that they are marching down the middle of the numbers on the field. The staff will execute a staff right, then halt, halting so that

the staff is 8 paces off of the numbers. The Group commander will face to the east (watching the group march on) until all commanders and guidon bearers have posted.

9.3.6.1. The fourth group will follow their staff, inclining back to the right so their squadron is marching down the center of the numbers on the field. Squadron Commanders will turn around and command **Squadron, HALT** so that their command ranks are halted exactly on their designated yard line. (**figure 9.3**) Once halted, commanders will command **COVER**. Squadron members will establish a 40-inch distance from the cadet in front of them. After all movement has stopped, commanders will command **Right, FACE**. The commander and guidon bearer will automatically take a post centered on the squadron with the commander 2 paces in front and the guidon bearer one pace in front of their squadron.

9.4. Once the wing is on the field, facing west, the sequence is the same as for the 2-group march-on. When departing the field, it is critical that the cadets leave the playing field in a rapid manner. To expedite this process, third and fourth groups will clear the field by moving due east until everyone is clear of the field. Squadrons 1-5 and 10- 14 will run south, through the end zone, moving along the field walls until moving into the stands. Squadrons 6-9 and 15-18 will run north through the north end zone, moving along the field walls until moving into the stands. Cadets will keep the 50 yard line clear so as to allow the prisoner exchange to take place.

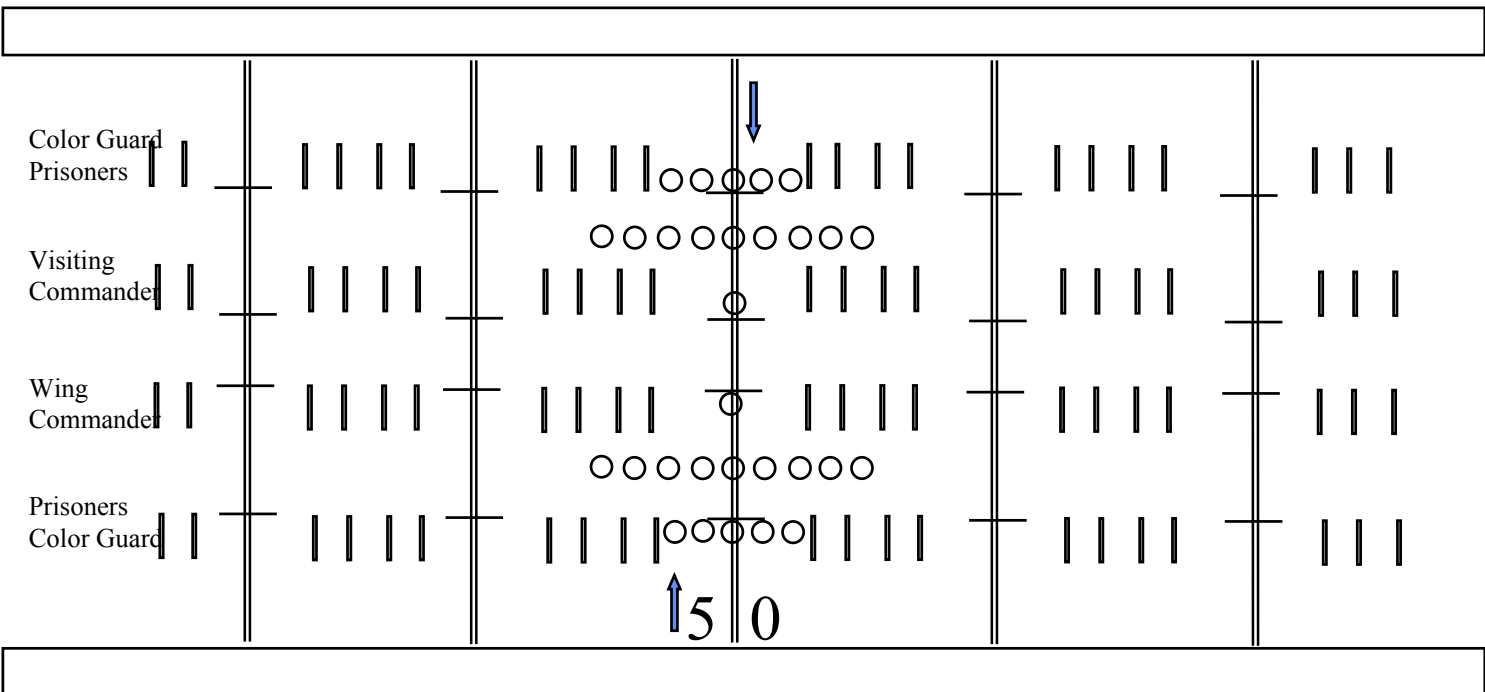
9.4. **“Prisoner of War Exchanges” (For inter-service games).** Following the wing march-on, there will be a “prisoner exchange” in which exchange cadets are returned to their commander to watch the game from their sidelines. The 34 TRG/CCS is responsible for prior coordination with the visiting academy to ensure their staff is aware of these procedures.

9.4.1. **General.** Participants in the exchange will include the Wing Commander, visiting team’s exchange cadets, visiting cadet commander, USAFA exchange cadets from the visiting academy, and color guards from both academies. The exchange will take place immediately following the cadet wing departure from the field as directed by the 34 TRG/CCS. D&B will provide one drummer to provide a cadence for the exchange. With the exception of the march to the center of the field, all commands will be initiated by the Wing Commander, and supplemented by the visiting commander, unless otherwise specified. All contingent members will execute on the Wing Commander’s commands of execution.

9.4.2. **Visiting contingent.** The visiting contingent (commander, USAFA cadets, and color guard) will be pre-positioned on the visitor’s sideline during the march-on. As the Cadet Wing departs the field, the contingent will form on the sideline at the 50 yard line. (**Figure 9.4**) The contingent will begin marching toward mid-field, in time with the drummer, after the USAFA contingent begins marching. The contingent will halt approximately 3 paces west of midfield.

9.4.3. **USAFA contingent.** The USAFA contingent (Wing Commander, exchange cadets, and color guard) will muster on the USAFA sideline at the 50 yard line. As the cadet wing departs, the color guard will execute an about wheel. The Wing Commander will execute an about face and command **Forward, MARCH**. The color guard will execute an about wheel on the USAFA sideline and halt. The Wing Commander will halt approximately 6 paces from the sideline and await the exchange cadets to form between the commander and the color guard. (**figure 9.4**)

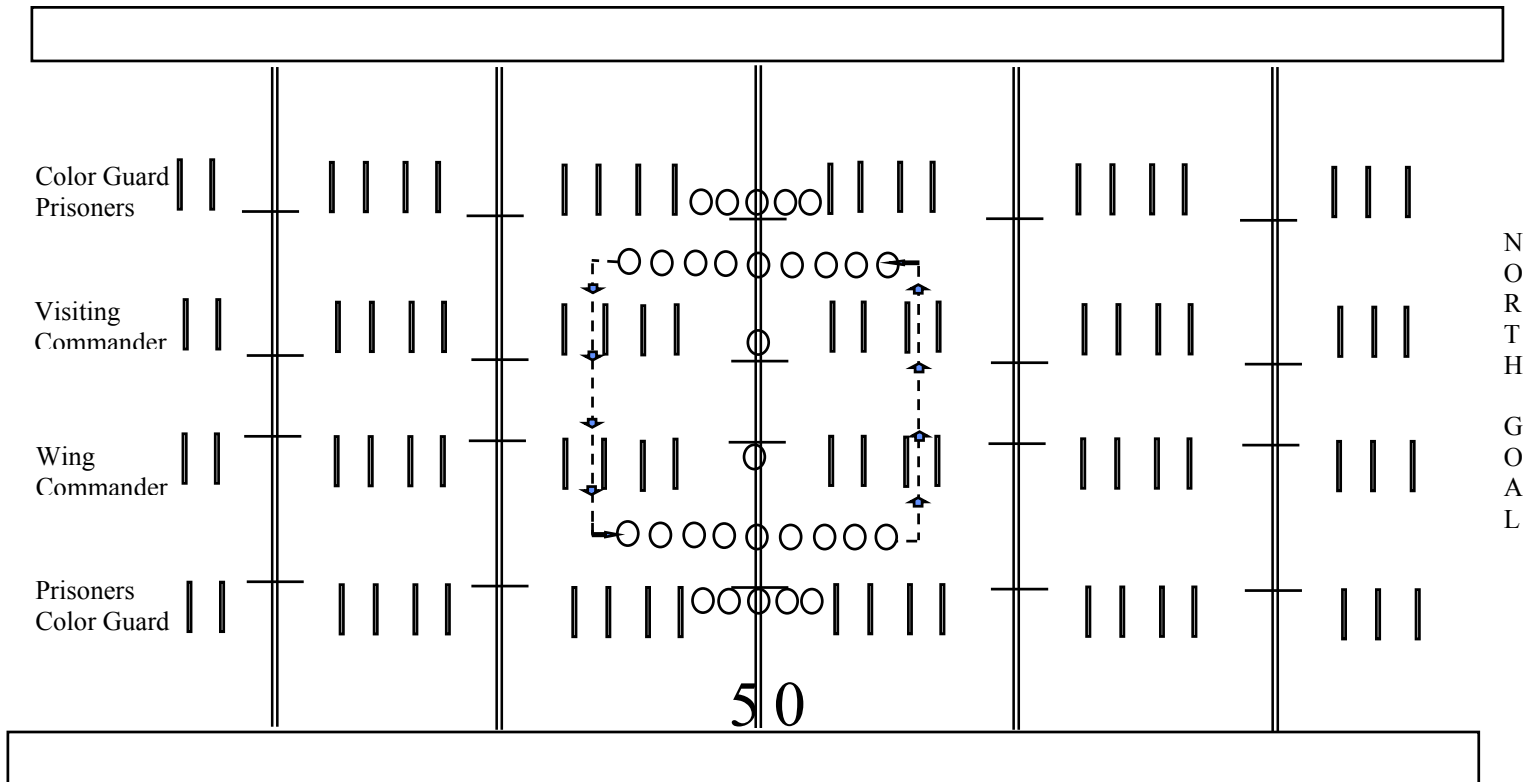
After the exchange cadets have formed, the Wing Commander will face about and command **Forward, MARCH** in time with the drummer. The USAFA contingent will march forward until the Wing Commander commands **Detail, HALT** approximately 3 paces east of midfield.



**Figure 9.4 Prisoner Exchange Formation**

9.4.4. **Exchange procedures.** After both contingents halt, the drummer will cease playing. The visiting commander will salute the Wing Commander. After the Wing Commander returns the salute he/she will command **Right, FACE** and **Forward MARCH**. The prisoners from both contingents will face to the right and step off. Each prisoner contingent will execute two column lefts to position themselves behind their respective commanders. (**figure 9.5**) Once in position, the prisoners will mark time, ensuring proper positioning behind their commanders. The Wing Commander will command **Detail, HALT**. All prisoners will halt and automatically face to the left.

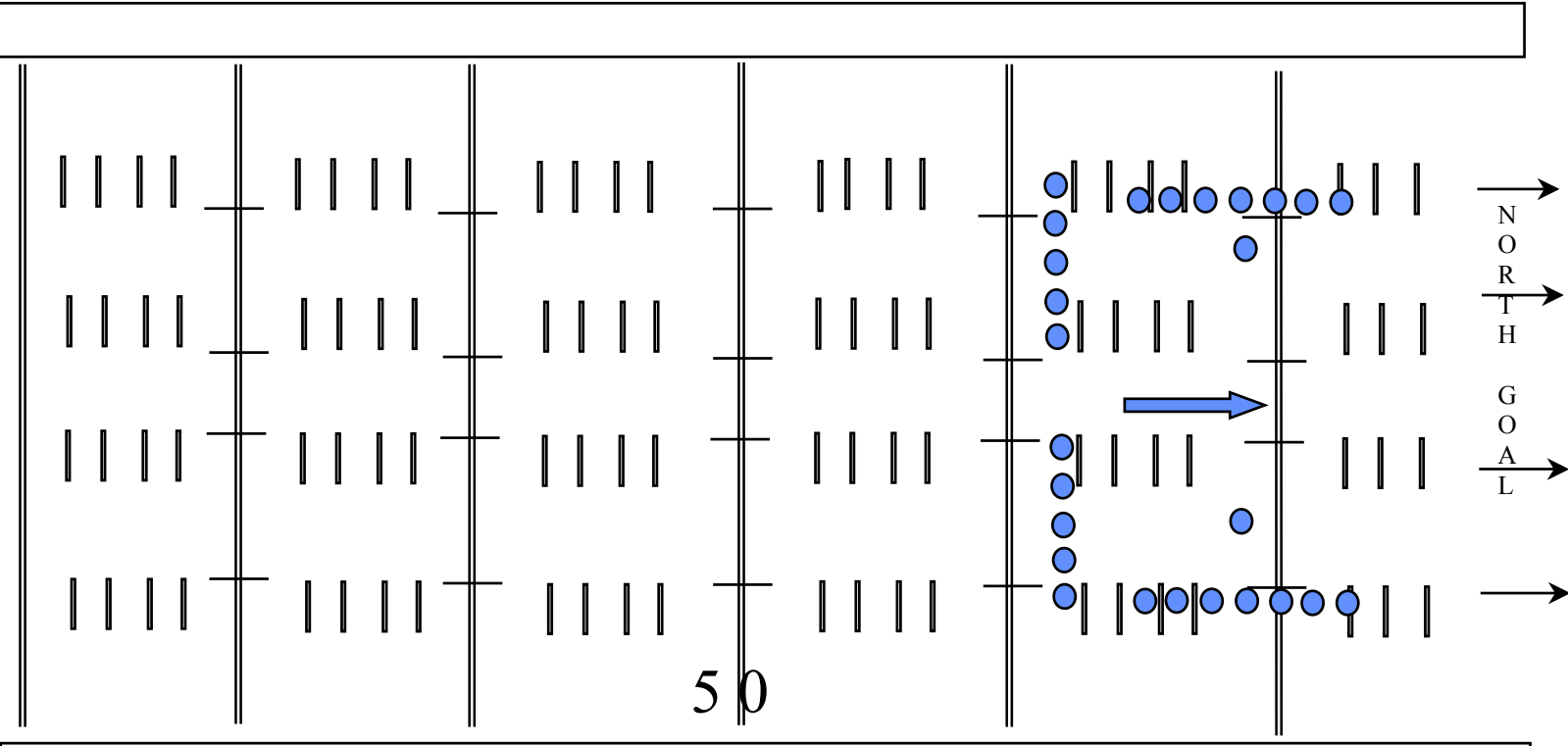




**Figure 9.5 Prisoner Exchange Procedures**

9.4.4.1. The Wing Commander will command **Present, ARMS** allowing time for the visiting commander to supplement **Present**. Color guards will not present. The Wing Commander will command **Order, ARMS**, allowing time for the visiting commander to supplement **Order**. Following the order arms, both commanders will advance and shake hands then return to their position. The drummer will begin playing a cadence.

9.4.4.2. The Wing Commander will command **Right, FACE**. The visiting commander will supplement the preparatory command with **Left**. The Wing Commander will then, in time with the drummer, command **Forward, MARCH** (with the visiting commander supplementing **Forward**). (figure 9.6) The commanders and prisoners will begin marching toward the north end zone. Both color guards will begin marking time on the Wing Commander's **MARCH**. As the contingents pass the color guards, the USAFA color guard commander will command **Right Wheel, MARCH**. The visiting color guard commander will supplement with **Left Wheel**. Both color guards will execute their wheels on the command **MARCH**. After the turn is complete, the USAFA color guard commander will command **Forward, MARCH**, with the visiting commander supplementing **Forward**.



**Figure 9.6 Prisoner March-Off**

9.4.4.3. When the contingents are clear of the north end zone, the Wing Commander will command **Detail, HALT**. *The visiting commander will not supplement this command.* Once halted, the prisoners will be dismissed to rejoin their classmates for the game. Color guards will continue marching through the end zone, halting and casing the colors at a pre-designated area.

## Chapter 10 -- Acceptance Parade

10.1. **General.** The Acceptance Parade is the first wing parade of the academic year. It signifies the completion of basic cadet training and the formal acceptance of the new fourth class cadets into the cadet wing. This parade is one of the highlights of Academy life, and is attended by parents, friends, and distinguished visitors of the military and civilian communities.

10.2. **Form up.** Staffs, squadrons, and flights form up with BCT flights and 1st and 2nd Groups on the parade field ramp, followed by 3rd and 4th Groups side by side starting at the base of the Bring Me Men ramp (figure 10.1). Fall semester cadet group superintendents pre-position themselves in front of bleachers ready to march out to positions centered on their BCT groups at Adjutant's Call.

### 10.3. **March On.**

10.3.1. Order of march onto the parade field: fall semester Wing Commander and staff; BCT Group commander and staff; First and Second Group staffs and squadrons; BCT flights (elements of no more than nine); color guard; band; Third and Fourth Group staff and squadrons. Fall semester Wing Commander and BCT Group commander and their staffs step off at the same time. First Group squadrons and BCT flights 1 - 18 march on together. Second Group squadrons and BCT flights 19-36 march on together. Third and Fourth Group staffs and squadrons follow the band and march on side by side as in a standard review/parade. Fall semester flight NCOs march the BCT flights (figure 10.2).

10.3.2. The Wing. Units proceed directly east on the initial line to their designated turn markers. Wing and group staffs guide left 90 degrees at their respective markers and move forward to their final positions. The wing staff does not counter when reaching final position, but remains facing the BCT contingent. As the group staffs reach their final positions the group commanders give **Staff, HALT** and face about. (When all of the squadrons of a group are at parade rest, the group commander faces about and assumes parade rest.) The color guard executes a left wheel at its marker and moves to its final position. When Adjutant's Call is played, cadet group superintendents move to markers, execute an about face, and remain at the position of attention. (When all BCT flights and flight NCOs are at parade rest, group superintendents execute an about face and assume the position of parade rest).

10.3.2.1. As each squadron reaches its turn marker, the Squadron Commander gives **Left Turn, MARCH**. At the completion of the turn, the Squadron Commander commands **Forward, MARCH; GUIDE ON LINE**. The guide double times to the final marker, and faces right so that the marker is directly in front of him/her. When the squadron reaches the final line, the Squadron Commander faces about and gives **Squadron, HALT**; (pause) **At Close Interval, Dress Right, DRESS**. On **Right**, flight commanders execute carry saber. On **DRESS**, the A flight commander verifies alignment of the ranks, returns to post and assumes dress right. On **DRESS**, the guidon and color bearers face right and, with the exception of First and Second Squadron guidon and color bearers ensure they are correctly positioned in front of their squadrons, as their position establishes dress for the entire formation. The Squadron Commander commands

**Ready, FRONT and COVER.** Guidon bearers and color bearers face left; flight commanders execute order saber. The Squadron Commander gives **Guide, POST.** The guide faces left. The Squadron Commander commands **REAR RANK, SIX STEPS BACKWARD, MARCH.** This creates an opening in the squadron for the fourth-classmen to enter following their acceptance into the wing. Squadron Commander commands **Parade, REST,** faces about, and assumes parade rest.

10.3.3. BCT Contingent. BCT Group commander and Staff march to marker, turn, and halt. BCT Group commander executes an about face and remains facing the BCT flights at the position of attention. When all of the Group Superintendents have assumed the position of parade rest, the BCT Group commander executes an about face, and gives **Parade, REST.** As the BCT flights reach their stop flag, flight NCOs command, **Flight Halt, Cover, Right, FACE, Parade, REST.** The flight NCOs then move to a position 3 paces in front of and centered on the flight, facing the BCT Commander, and assume the position of parade rest.

10.3.4. At this point all BCT flights are positioned in front of the bleachers at parade rest and all academic year squadrons are in their normal parade position and at parade rest (figure 10.3).

#### 10.4. Acceptance Sequence.

10.4.1. When all movement has stopped the BCT Group commander faces about and commands, **GIVE YOUR BASICS ATTENTION.** Group superintendents come to attention and command in sequence, **Flights 1 - 9, ATTENTION; Flights 10 - 18, ATTENTION; Flights 19- 27, ATTENTION; Flights 28 - 36, ATTENTION.** When the basics are at attention the Wing Commander commands, **GIVE YOUR GROUPS ATTENTION.** The group commanders command in sequence, **Group, ATTENTION.**

10.4.2. At this time the Cadet Wing Honor Chairman administers the Honor Oath.

10.4.3. After the Honor Oath, the BCT Commander directs, **GIVE YOUR BASICS PRESENT ARMS.** Cadet group superintendents command in sequence **Present, ARMS;** When all the basic cadets are at present arms, the Wing Commander directs, **GIVE YOUR GROUPS PRESENT ARMS.** The group commanders command in sequence, **Present, ARMS.**

10.4.4. The BCT Commander salutes the Wing Commander and states, **SIR/MA'AM, I PRESENT THE CLASS OF XXXX TO THE UNITED STATES AIR FORCE ACADEMY CADET WING.** The Wing Commander returns the salute and states, **THE CLASS OF XXXX IS ACCEPTED INTO THE UNITED STATES AIR FORCE ACADEMY CADET WING.**

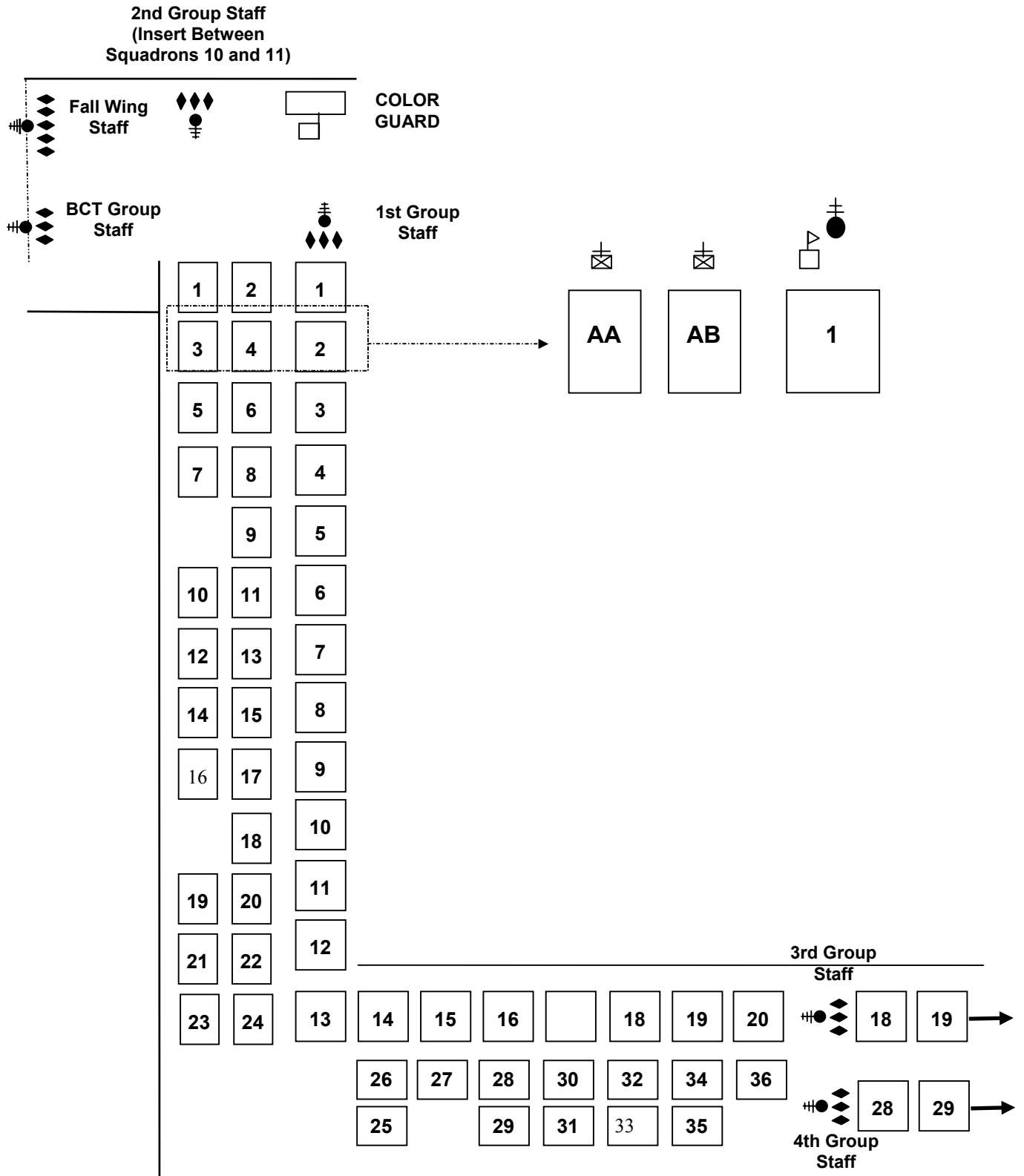


Figure 10.1 Acceptance Parade Form-up

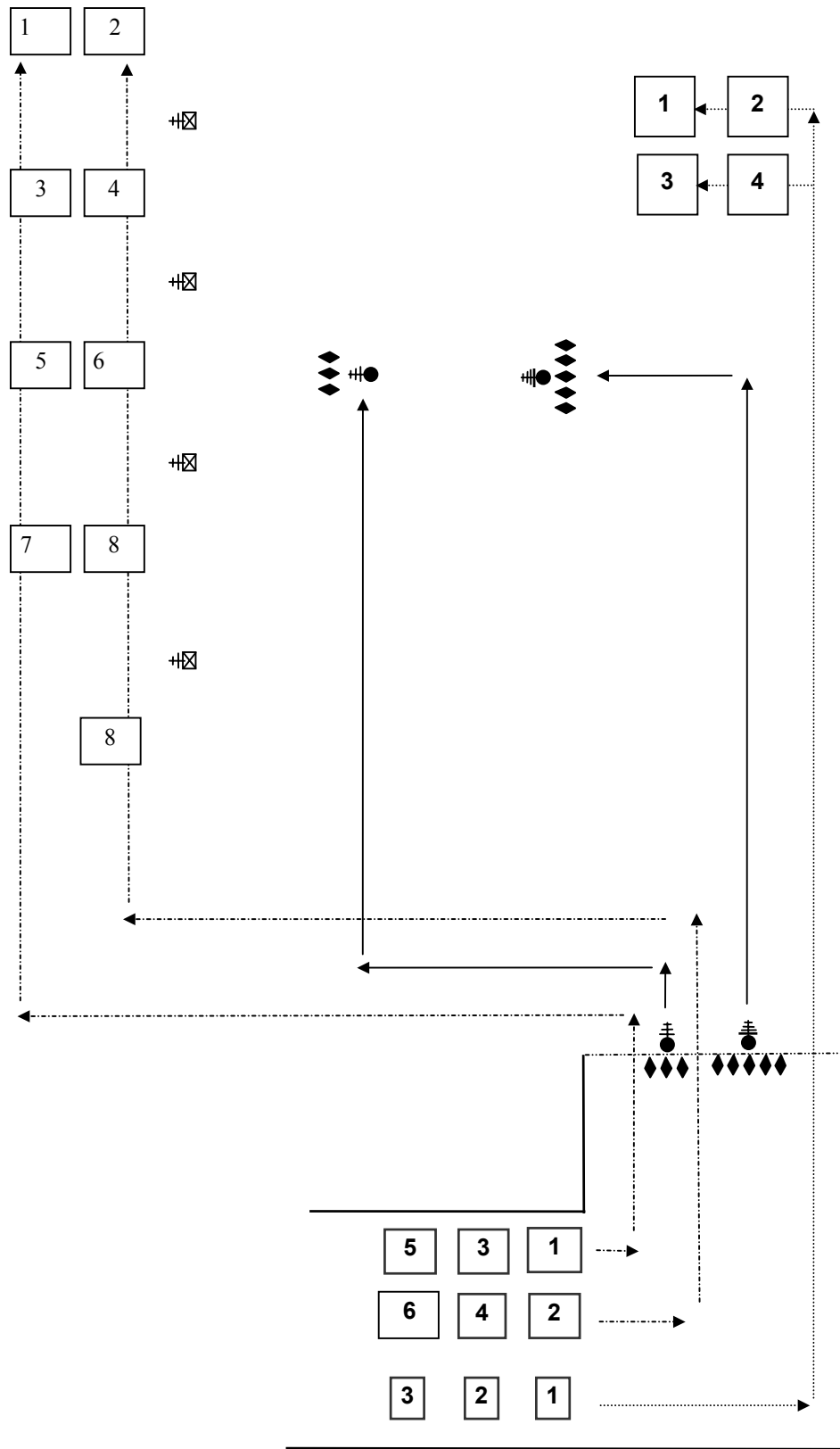


Figure 10.2 Acceptance Parade March On

10.4.5. Wing Commander directs **GIVE YOUR GROUPS ORDER ARMS**. The group commanders command in sequence, **Order, ARMS**. After the last group has come to order arms the BCT Commander directs, **GIVE YOUR BASICS ORDER ARMS**. Cadet group superintendents command in sequence. **Order, ARMS**.

10.4.6. When the last BCT flights are at order arms, the cadet group superintendents command, **Left, FACE**. At the command **FACE**, flight NCOs position themselves in front of their flights.

10.4.7. When basic cadets are facing east, and all flight NCOs are in position, the BCT Commander directs, **Flights 2 and 36, Column Right, MARCH**. Flights 2 and 36 execute a column right on the BCT Commanders command. Flights 1 and 35 execute column right movements on flight NCO command (flight cadence) allowing for two full drum beats between the preceding flight and the preparatory command. Flights continue to execute column right movements in sequence, two flights at a time to form an inverted wedge as they march towards the cadet wing. It is important that flight NCOs use flight cadence and give the command on the third drum beat after the previous flight. (For example, flight 2 executes the column right on a drum beat, flight NCO for flight one waits for two more drum beats, gives preparatory command on the third drum beat, and command of execution on the fourth drum beat. Sequence of flights is from the outside, even then odd: flights 2 and 36, then 1 and 35, then 4 and 34, then 3 and 33, then 6 and 32, etc.)

10.4.8. After all flights of their group have passed, the cadet group superintendents march toward the bleachers and off the parade field. When all of the BCT flights have marched past the BCT Commander, the BCT Commander and his/her staff execute a staff right and march to the west end of the bleachers and exit the parade field.

10.4.9. When a BCT flight reaches their academic year squadron the flight NCO directs **Column Right, MARCH; Flight, HALT; Right, FACE; and COVER** (figure 10.4).

10.4.10. When all movement has ceased the Wing Commander reverses the wing staff and directs **GIVE YOUR GROUPS PARADE REST**. Group commanders command in sequence, **Parade, REST**.

10.4.11. When all groups are at parade rest, the ceremony continues in a normal review sequence, beginning with the Adjutant directing **IN PLACE SOUND OFF**.

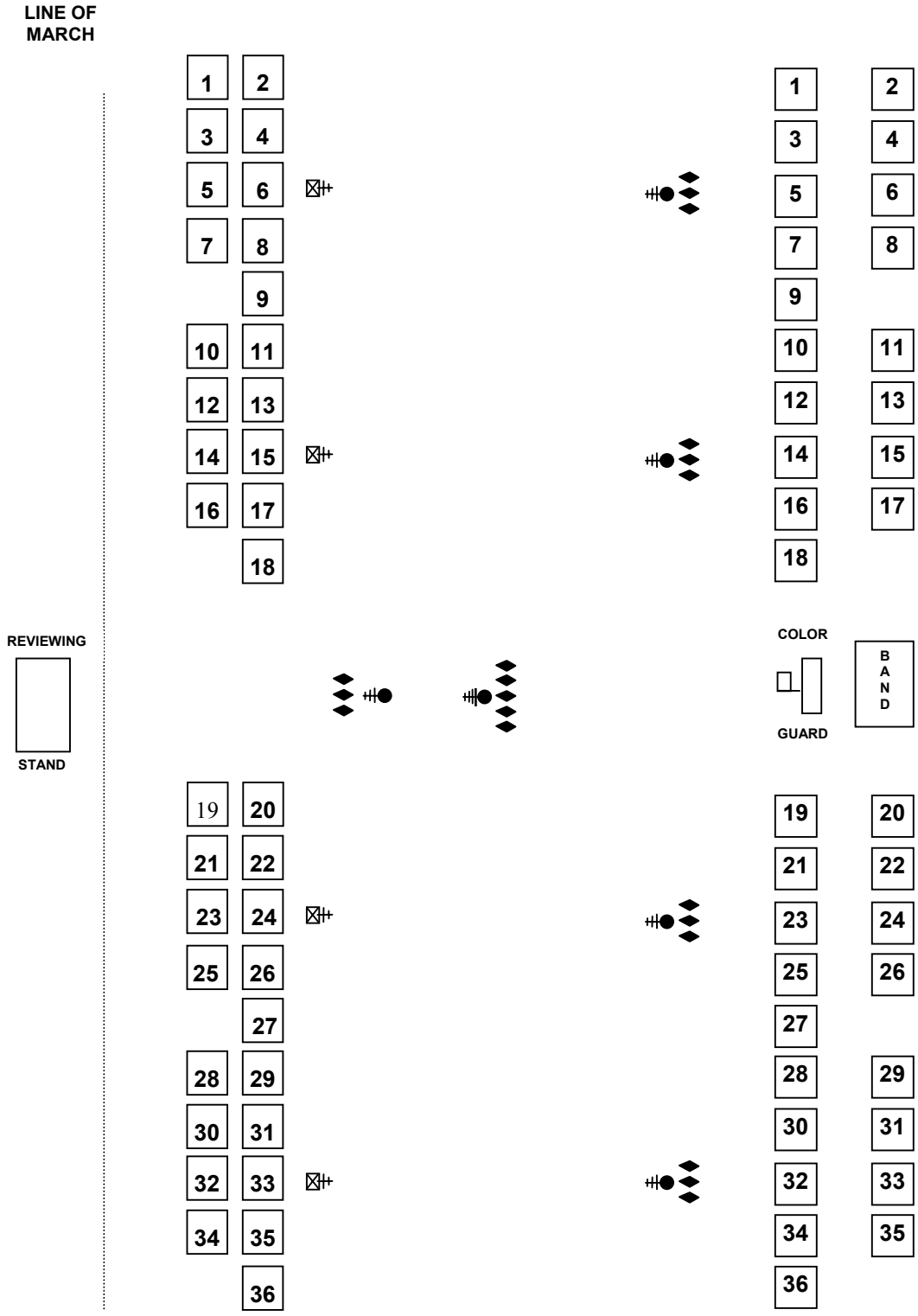
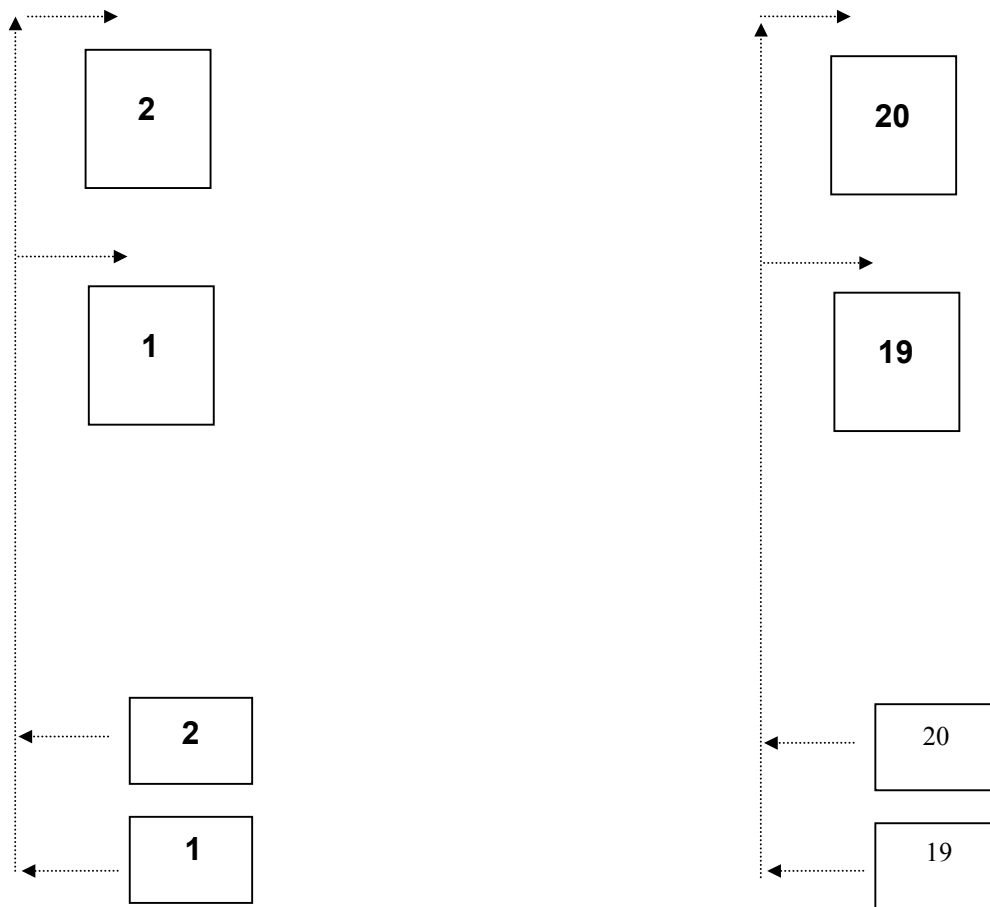


Figure 10.3 Parade Field Formation





**Figure 10.4 BCT Flights Into Academic Year Squadrons**

## Chapter 11 -- Graduation Parade

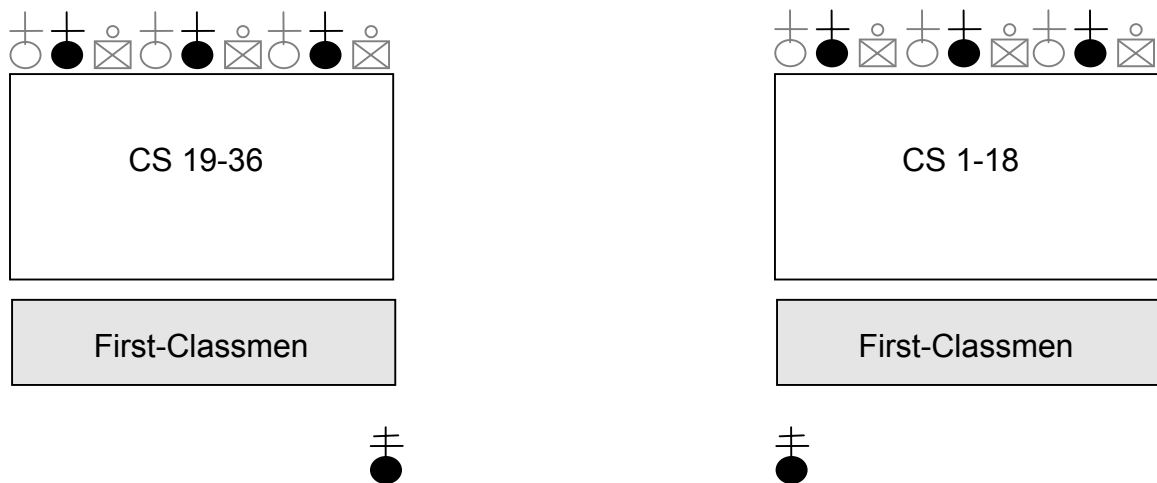
11.1. **General.** The graduation parade is the last Academy parade of the academic year, and the last Academy parade in which the soon-to-be-commissioned first-classmen will participate. In many ways, it proceeds in a manner opposite to the acceptance parade. At the graduation parade, the first classmen leave the wing formation and turn over all command positions to the second class.

11.2. **Formation of Parade.** The wing forms as normal with the following exceptions:

11.2.1. First-classmen in staff and commander positions carry sabers. Second-classmen designated to fill staff and commander positions do not carry sabers with the exception of the cadet wing superintendent. If the wing is carrying rifles, no rifles will be carried in the command rank.

11.2.2. All first-classmen not holding command or staff positions are formed at the rear of their squadrons. Third and fourth group squadrons size left. First and second group squadrons size right.

11.2.3. Second-classmen designated to fill flight commander positions form up as part of the command rank between the flight guides and first class flight commanders. Second-classmen designated to fill Squadron Commander positions form up in the rear of the squadron directly behind the element nearest the center of the field (figure 11.1). Note exceptions for squadrons 05, 15, 25, 35, and 20 (figures 11.2 and 11.3).



**Figure 11.1 Second-Class Flight and Squadron Commander Positions**

11.2.4. Second-classmen designated to fill group commander and group staff positions form up behind squadrons 05, 15, 25, and 35 (figure 11.2). Second-classmen designated to fill Wing Commander and wing staff positions form up behind squadron 20 (figure 11.3).

11.3. **March On.** The march onto the parade field is without exception to a normal review/parade.

11.4. **Sequence.** The sequence of events following the march-on follows standard procedure for review/parade through sound-off, presentation of the wing to the Wing Commander, reporting, publishing the orders, officers center, and presentation of the command to the reviewing officer.

11.4.1. Following the presentation of the command to the reviewing officer and the playing of honors, the reviewing officer directs **CONTINUE THE CEREMONY**.

11.4.2. The Wing Commander brings the wing staff to carry sabers, faces about and directs **GIVE YOUR GROUPS ORDER ARMS**. Group commanders direct in sequence, **Order, ARMS**.

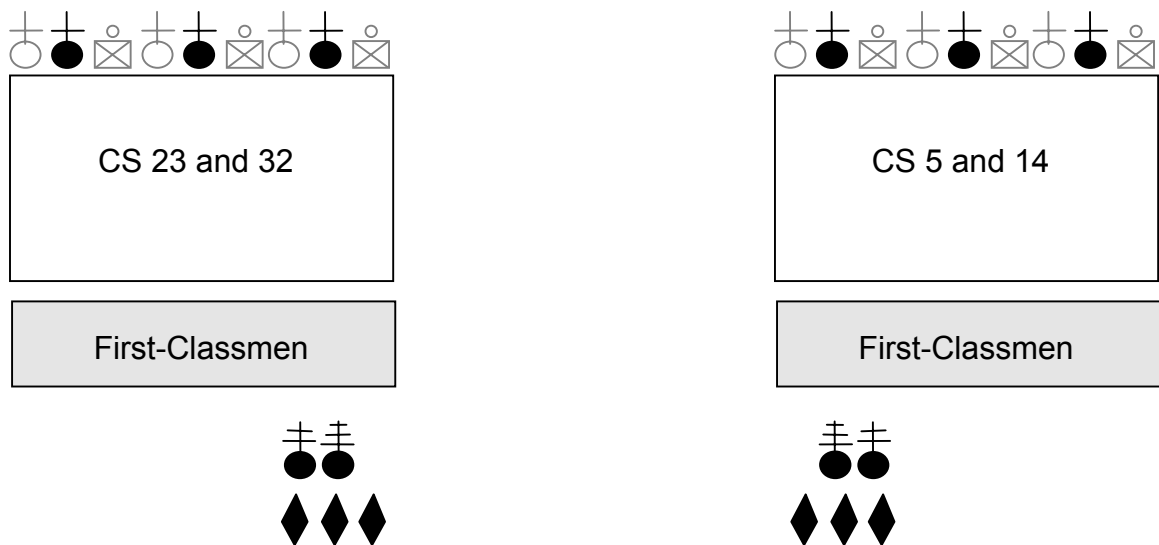


Figure 11.2 Second-Class Squadron Commander and Group Staff Positions

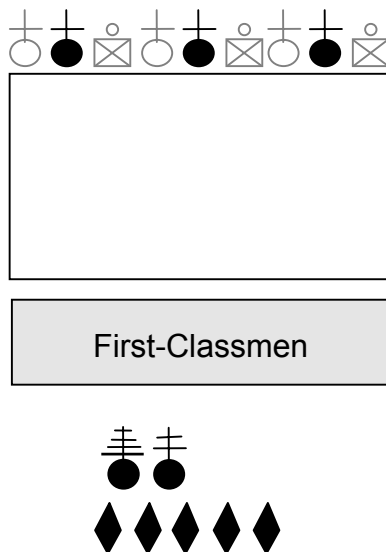
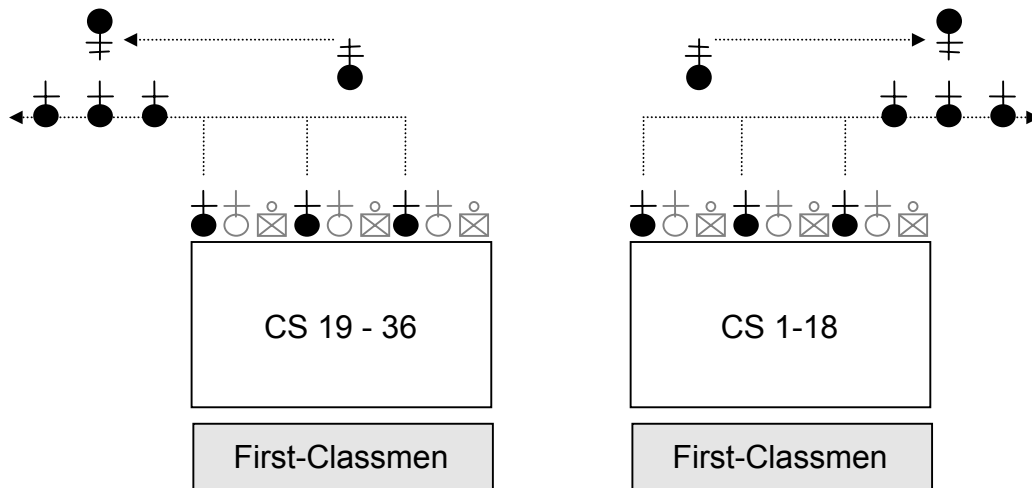


Figure 11.3 Second-Class Squadron Commander and Wing Staff Positions

11.4.3. First-Class Cadet Movements. After all groups are at order arms, the Wing Commander directs **CLASS OF XXXX, READY FRONT (Pause), READY FACE(Pause), FORWARD MARCH.**

11.4.3.1 On the command **FRONT**, first-class Squadron Commanders and flight commanders take one pace forward. (First class cadets in rear ranks stand fast.) On the command **FACE**, all first class cadets, except group and Wing Commanders and staffs, face away from center. On the command **MARCH**, Squadron Commanders and flight commanders march forward clear of the squadron and halt. Squadron Commanders for squadrons 01-18 execute a right face. Flight commanders for squadrons 1-18 execute a left face. Squadron Commanders for squadrons 19-36 execute a left face. Flight commanders for squadrons 19-36 execute a right face. This will result in Squadron Commanders facing the first-classmen in their squadrons and the flight commanders facing the bleachers (figure 11.4). On the command **MARCH**, first class cadets in the rear ranks take 2 paces forward and guide right/left to a position directly behind flight commanders and obtain dress and cover (figure 11.5). The Squadron Commanders, facing the first-class cadets as they approach the front of the squadrons command, **Mark Time, MARCH; Flight, HALT; Officers, Return, SABERS; Ready, CUT.** The Squadron Commanders then face about.



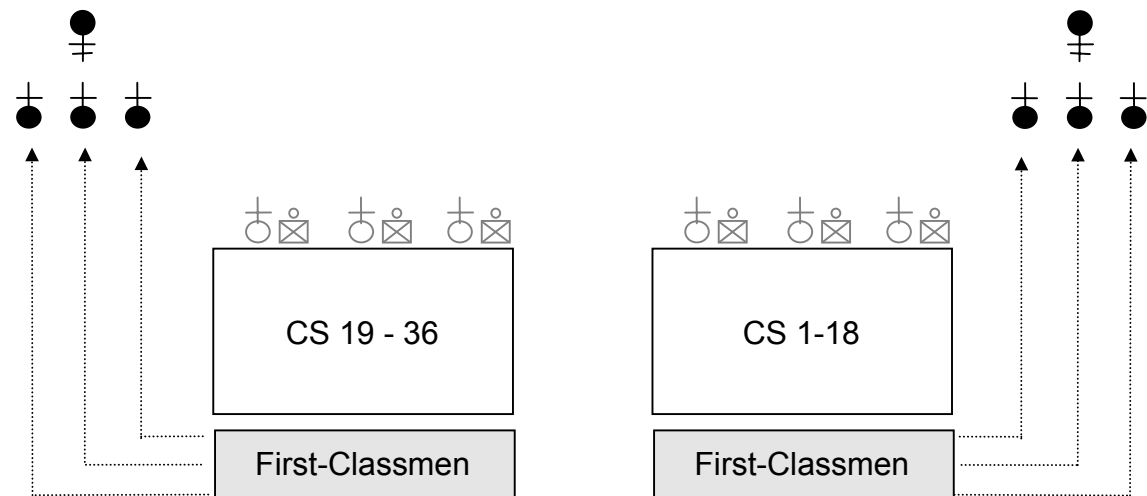
**Figure 11.4 First-Class Squadron and Flight Commander Movements**

11.4.3.2. Group Staff. On the commands **FRONT and FACE**, first-class group commanders and staffs stand fast. On the command **MARCH**, group commanders face about and direct **Staff, Return, SABERS; Ready, CUT.** The group commanders then face about.

11.4.3.3. Wing Staff. On the commands **FRONT and FACE**, first-class Wing Commander and staff stand fast. On the command **MARCH**, the vice Wing Commander directs **Officers, Return, SABERS; Ready, CUT.** The Wing Commander remains at carry.

11.4.3.4. When all first-class movements have been completed, the Wing Commander directs, **CLASS OF XXXX, FORWARD MARCH.** On the command **MARCH**, first-class flights from

squadrons 18, and 19, off together and march directly across the parade field to their positions in the reviewing line. All other squadrons step off four flights at a time in sequence from the center outward on the odd numbered Squadron Commander's command to form a wedge as they march towards the reviewing line. Squadron Commanders for odd numbered squadrons give the command **Forward, MARCH** in flight cadence allowing for two full drum beats between the preceding flight and the preparatory command. For example, squadrons 18, 19 and 20 step off on the Wing Commander's command and Squadron Commanders for squadrons 15 and 21 wait for two full drum beats, give the preparatory command on the third drum beat and command of execution on the fourth drum beat. First-class flights from even numbered squadrons step off on the commands of the odd numbered squadron in front of them. Squadron Commanders issue the necessary command to bring their flights into their positions on the reviewing line: **Column (Left/Right), MARCH; Flight, HALT; (Left/Right), FACE** (figure 11.6). Squadron Commanders assume positions centered on their flights, facing the cadet wing.



**Figure 11.5 First-Class Rear Ranks Movement**

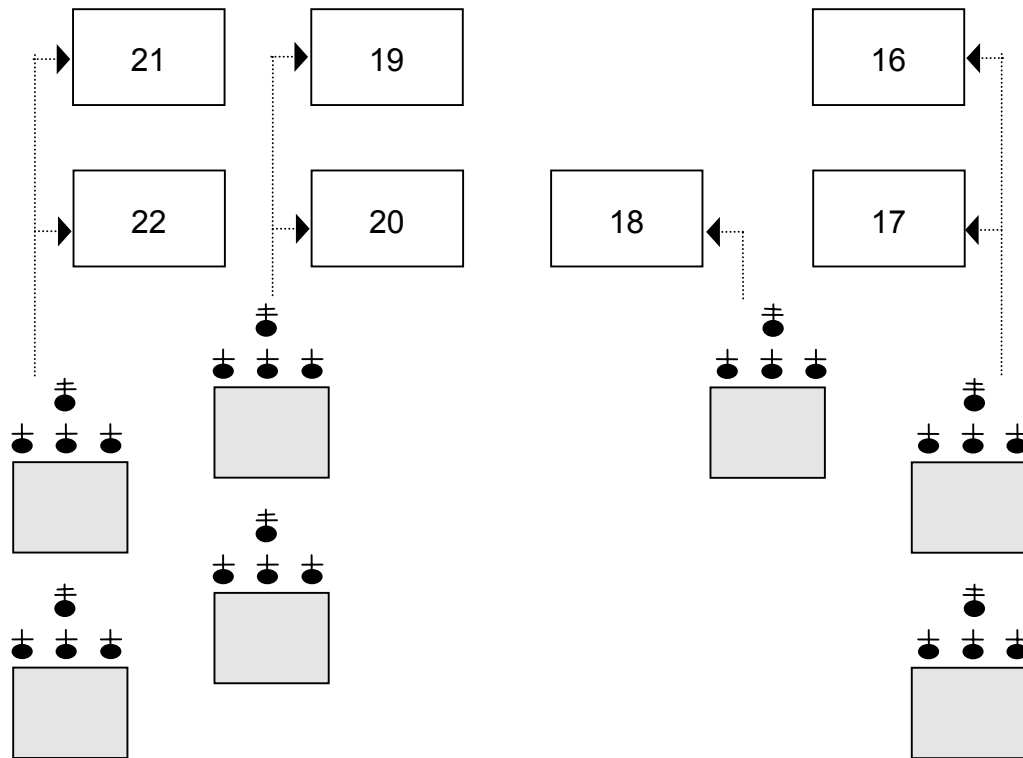
11.4.3.5. When all squadrons of a group are in position, the group commander commands **Staff, Forward, MARCH** and marches directly across the field to the marker positioned at the center of the first class flights. When the group staff reaches their marker, the group commander directs **Staff Counter, HALT**. (Figure 11.7)

11.4.3.6. When the four group staffs are in position, the vice Wing Commander directs **Staff Left, FACE (pause) Forward, MARCH**. The Wing Commander stands fast. When the wing staff is six paces to the right of the reviewing party the vice Wing Commander commands **Right Flank, MARCH**. The wing staff marches two paces beyond the reviewing party and the vice Wing Commander directs **Staff, HALT (pause) About, FACE** (figure 11.8).

11.4.4. Second-Class Cadet Movements. When the wing staff is in position, the Wing Commander directs **CLASS OF XXXX, READY, FRONT (PAUSE) READY FACE (PAUSE) FORWARD, MARCH**.

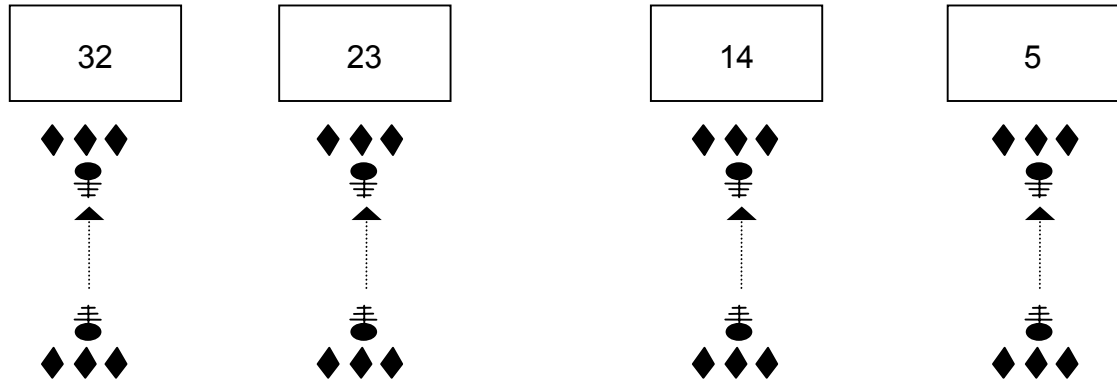
11.4.4.1. On the command **FRONT**, all second-class officers except flight commanders, face center, march clear of squadron and halt. On the command **FACE**, all second-class officers except flight commanders, face forward. On the command **MARCH**, all second-class officers except flight commanders, march to their positions (figures 11.9, 11.10 and 11.11).

11.4.4.2. On the command **MARCH**, all second-class flight commanders take two left steps to align themselves in the proper flight commander position (figure 11.12).



**Figure 11.6 First-Class Squadron (Flight) Movements**

11.4.5. When all second-class commanders are in position, the second-class Wing Commander faces about and directs **GIVE YOUR GROUPS PRESENT ARMS**. Second-class group commanders direct in sequence, **Present, ARMS**.



**Figure 11.7 First-Class Group Staff Movements**

11.4.6. When the wing is at present arms, the first-class group commanders direct in sequence, **Present, ARMS**.

11.4.7. The first-class vice Wing Commander directs the first-class wing staff to **Staff, Present, ARMS**. The first-class Wing Commander then directs the second-class wing staff to **Staff, Present, ARMS** and executes the command with them.

11.4.8. When all are at present arms, the band plays the National Anthem.

11.4.9. Following the National Anthem, the first-class Wing Commander directs the second-class wing staff to **Staff, Order, ARMS** and executes the command with them.

11.4.10. The first-class group commanders direct in sequence, **Order, ARMS**.

11.4.11. The first-class vice Wing Commander directs the first-class wing staff to **Staff, Order, ARMS**.

11.4.12. The second-class Wing Commander faces about and directs **GIVE YOUR GROUPS ORDER ARMS**. The second-class group commanders direct in sequence, **Order, ARMS**.

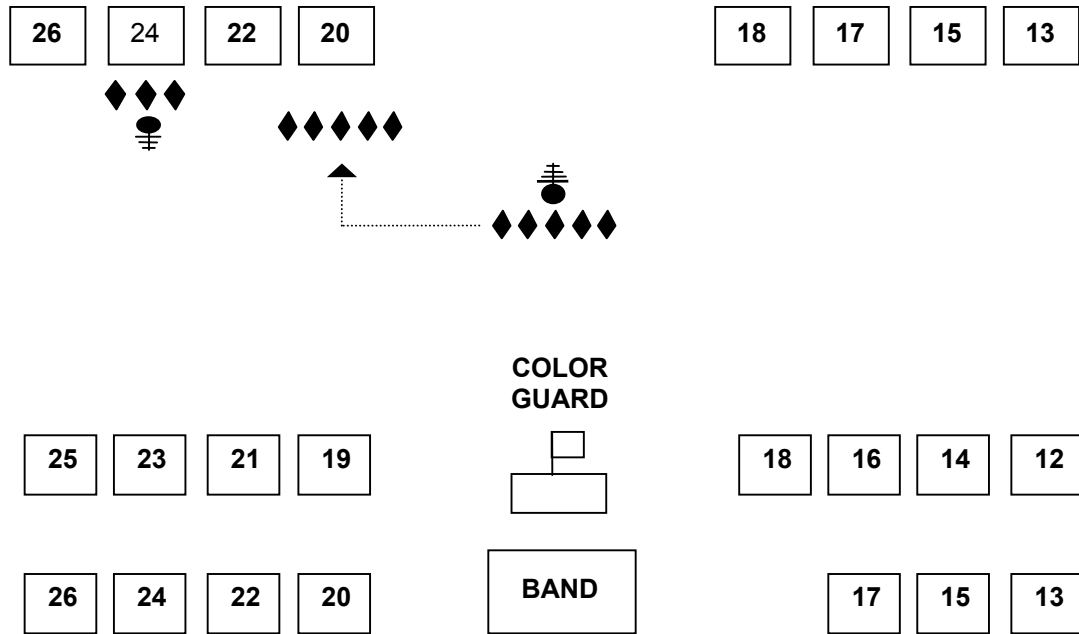


Figure 11.8 First-Class Wing Staff Movements

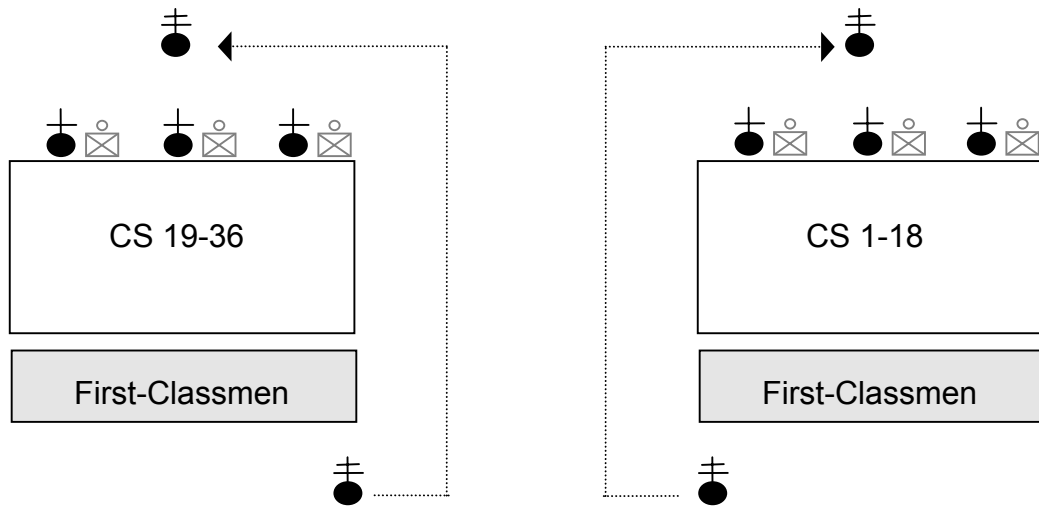


Figure 11.9 Second-Class Squadron Commander Movements

11.5. **Saber Exchange.** When the wing has come to order arms, the second-class Wing Commander faces about and the cadet announcer reads the announcement regarding the saber exchange. At the conclusion of the announcement, the first-class Wing Commander steps forward and presents the saber to the second-class Wing Commander; steps back two paces and exchanges salutes. The first-class Wing Commander then proceeds directly to post in front of the first-class wing staff, aligning with the reviewing party.



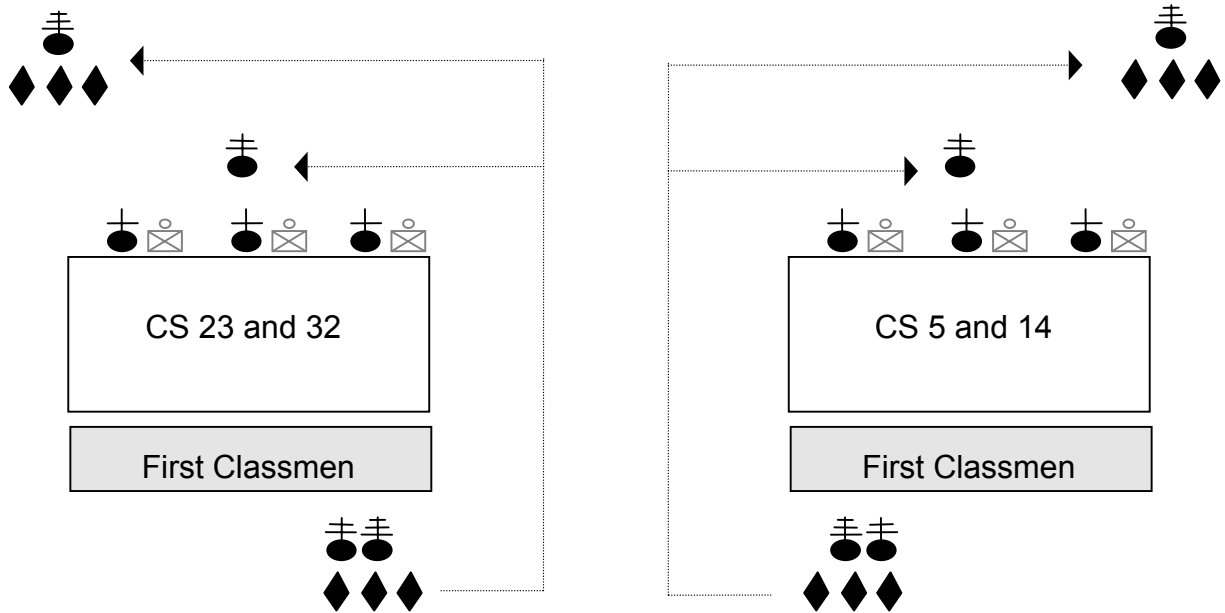


Figure 11.10 Second-Class Squadron Commander and Group Staff Movements

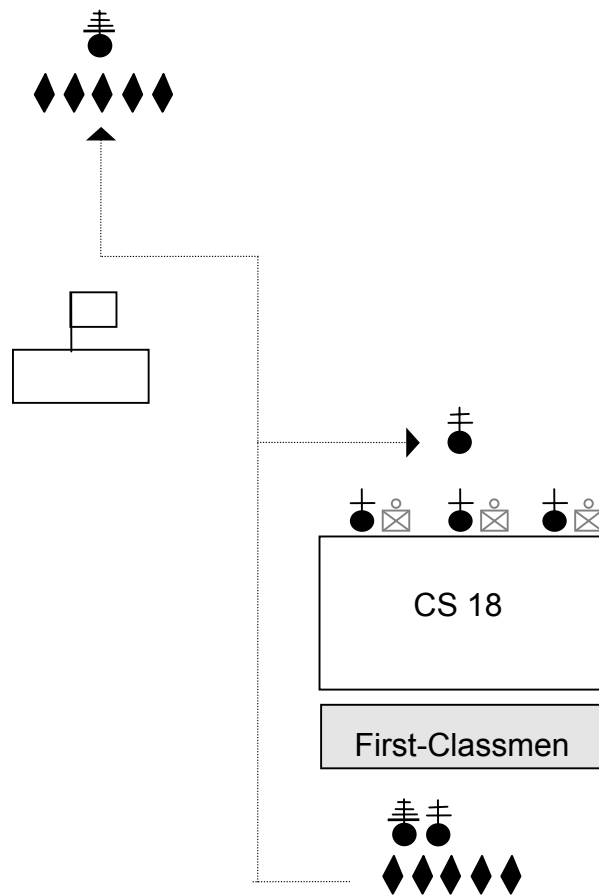
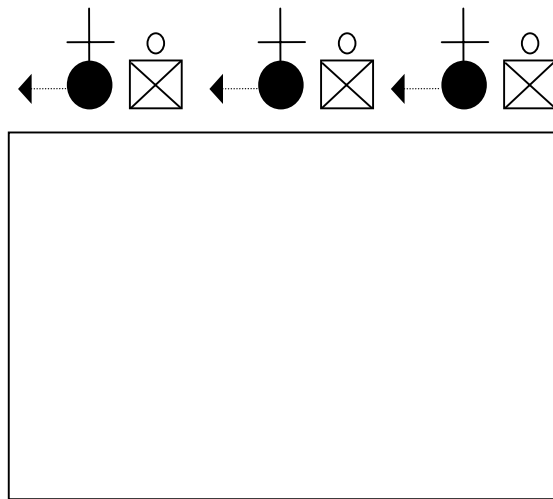


Figure 11.11 Second-Class Squadron Commander and Wing Staff Movements

11.6. **Pass in Review.** When the first class Wing Commander is in position, the second-class Wing Commander salutes the reviewing officer without comment. The reviewing officer directs **MARCH THE COMMAND IN REVIEW.**

11.6.1. The pass in review proceeds as normal except that the second-class wing staff proceeds directly off the parade ground along the line of march at the head of the wing.

11.6.2. The entire first-class is considered part of the reviewing party. It is customary for the second-class wing staff to hold an eyes right for the full length of the line; for the second-class group staffs to render an eyes right for the full length of their first-class group plus the official reviewing party and the first-class wing staff; and for each second-class Squadron Commander to render an eyes right for their first-class squadron, the official reviewing party, and the first-class wing staff. First-class squadron and group commanders (individually) bring their units to present arms when the colors pass and at times they feel appropriate (i.e. when their squadrons or groups pass in review).



**Figure 11.12 Second-Class Flight Commander Movements**

11.6.3. Following the pass in review, the first-class Wing Commander directs **Staff, Forward, MARCH; Staff Left, MARCH; Staff Left, HALT**, bringing the wing staff to a position six paces in front of the reviewing officer. The Wing Commander salutes and reports **SIR/MA'AM, THIS CONCLUDES THE CEREMONY.** The reviewing officer directs **CONTINUE YOUR SCHEDULED ACTIVITIES.**

11.6.4. The first-class Wing Commander immediately directs **CLASS OF XXXX, DISMISSED.** There is no formal staff dismissal.

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