



# DRILL MANUAL

## **INTRODUCTION**

The object of all forms of drill is to teach the individual to obey orders instantaneously and to carry them out correctly.

Drill, therefore, teaches an Air Cadet, obedience, steadiness and self-reliance, makes one alert and gives one a smart bearing. Within the "Squadron", it teaches a cadet to combine individual movements with those of the rest of the class and to take one's place, as a unit, in a disciplined body. Well taught and executed drill develops the individual pride and esprit-de-corps necessary for the foundations of successful training.

The foundation of this successful training is discipline.

Discipline is the immediate obedience of the individual to the commands of his/her leader.

**TO LEARN – TO SERVE – TO ADVANCE**

# **DRILL MANUAL**



**Based on A-PD-201-000/PT-000  
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## **SECTION 1**

### **DEFINITIONS**

#### **Advance**

A unit is advancing when it is moving in the direction the front rank would face in line. (avance)

#### **Alignment**

A straight line on which a body of troops is formed or is to form. (alignement)

#### **Appointment**

Positions of command within units and sub-units, e.g., squadron commander, division commander or flight commander. (affectation)

#### **Battalion**

A military formation consisting of two or more companies. (bataillon)

#### **Battery**

An artillery formation approximately the size of a squadron. (batterie)

#### **Brigade/Air Group**

A military formation consisting of two or more battalions/wings and supporting formations. (brigade/ groupement aérien)

#### **Cadence**

The number of beats to the minute. (cadence)

#### **Changing Direction**

To form a new front, i.e., to change the front of the unit, but not its formation, to face to the right or left. (changement de direction)

#### **Close Order**

The normal distance (one pace) between ranks in line. (rangs serrés)

#### **Colours**

– When used alone, or unless otherwise specified, Standards, Guidons, Queen's, and Command/College/Regimental Colours, and Air Squadron Standards. (les drapeaux consacrés)

– The English term "colours" is also used within Maritime Command to indicate the time (normally 0800 hours) when the National Flag and ships' ensigns are raised.

#### **Column**

Sub-units one behind the other on parallel and successive alignments, at such a distance from one another that, when formed at an angle of 90 degrees to either flank, they will be brought into line with a seven-pace interval between flights and a ten-pace interval between companies. (colonne)

#### **Column, Close**

A column with distance reduced to suit requirements, with a minimum distance of 12 paces between flights and 15 paces between companies. (colonne serrée)

#### **Column of Route**

A unit turned to the right or left out of line, flank file leading, with officers and supernumeraries positioned to lead or follow the formation. (colonne de route)

#### **Column of Threes**

A unit in threes turned to the right or left out of line, flank file leading, but with officers and supernumeraries in their normal positions as in line. (colonne de trois)

**Squadron**

A military formation consisting of two or more flights. (compagnie)

**Covering**

The act of aligning one person or group directly in rear of another. (action de couvrir)

**Depth**

The extent of ground occupied by a body of service personnel from front to rear. (profondeur)

**Distance**

The space between service personnel or bodies of service personnel from front to rear. (distance)

**Division**

- Two or more brigades.
- A sub-unit of a ship's squadron.
- A sub-unit of a guard of honour or of another guard. (division)

**Dressing**

The act of taking up correct alignment and covering. (action de s'aligner)

**File, Moving to a Flank in**

A unit in two ranks moving to a flank. (déplacement en file vers un flanc)

**File, Single**

Service personnel, one behind the other on a frontage of one person. (file indienne)

**File, Blank**

A blank file is the second single file from the left, when:

- in three ranks, this single file is without a centre and/or rear rank person; and
- in two ranks, this single file is without a rear rank person. (file creuse)

**Flank**

Either side of a body of service personnel, as opposed to its front and rear. Designated as either the right or the left flank. (flanc)

**Flank, Directing**

The flank by which units march or dress. (flanc de direction)

**Flank, Inner**

The directing flank serving as a pivot when a body of service personnel changes direction. (flanc intérieur)

**Flank, Outer**

The flank opposite the directing flank. (flanc extérieur)

**Flight**

A military formation approximately the size of a flight. (escadrille)

**Form**

The method of changing direction but not formation. (conversion à pivot fixe)

**Form Squad**

The method of changing formation but not direction. (former escouade)

**Front**

The direction in which troops are facing or moving. (front)

### **Frontage**

The extent of ground covered laterally by a body of service personnel. As a general rule distances are 1.5 paces per file at the full arm dressing and 1 pace per file for all other intervals of dressing. (largeur du front)

### **Guides, Right or Left**

Individuals on the right and left of the front rank, whose specific duties are to maintain correct distances, intervals from other units when on the march and on whom the remainder of the members in their unit march, take up and maintain dressing. The guides are not to be covered off (see 'covering'). Guides may be used to indicate unit and sub-unit parade square positions for fall-in. (guides de droite ou de gauche)

### **Incline**

To face, and if on the march to move, in a direction of 45 degrees from the front to the indicated flank in a new direction. (obliquer)

### **Interval**

The space between individuals or bodies of service personnel on the same alignment. (intervalle)

### **Line**

Bodies of service personnel formed up on the same alignment. (ligne)

### **Marker**

An individual placed to indicate the position which a body of service personnel will occupy when covering and falling in. (guide)

### **Open Order**

A standard increased distance (two and one-half paces) between ranks in line. (rangs ouverts)

### **Pace**

The length of a standard stride measured from heel to heel. (pas)

### **Platoon**

A basic military formation of approximately 30 service personnel, normally formed in three ranks, having a right marker, a flight commander and a flight sergeant. (peloton)

### **Rank**

A line of service personnel, side by side, on one alignment, separated by an interval. (rang)

### **Rank, Front**

The rank which is leading when a unit is advancing. (rang avant)

### **Rank, Leading**

The rank in front whether retiring or advancing. (rang de tête)

### **Rank, Rear**

The rank which is in the rear when the unit is advancing. (rang arrière)

### **Retiring**

A unit is retiring when it is moving in the direction opposite to that which the front rank would face in line. (déplacement vers l'arrière)

### **Ship's Company**

The officers and crew of a ship. (équipage)

**Standard Pause**

The pause between movements of drill. The standard pause for drill at the halt is based on two beats of quick time. The standard pause for drill on the march is the period of time required to take two paces.  
(pause réglementaire)

**Squad**

A small military formation of less than flight size which is adopted to teach drill movements. (escouade)

**Squadron**

A military formation approximately the size of a squadron. (escadron)

**Sub-unit**

One of the component bodies forming a unit; i.e., a flight is a sub-unit of a squadron.  
(sous-unité)

**Supernumeraries**

Officers who form in front of and warrant officers and senior non-commissioned officers who form in rear of their respective formations without filling a parade appointment. (surnuméraires)

**Troop**

A military formation approximately the size of a flight. (troupe)

**Wheel**

A movement by which a body of service personnel facing a flank changes direction without changing formation. (conversion à pivot mouvant)

**Wing**

A military formation approximately the size of a battalion. (escadre)

## Key to Symbols

	Reviewing Officer		Wing Warrant Officer
	Wing Commander		Squadron Warrant Officer
	Wing Deputy Commander		Warrant Officer
	Adjutant		Flight Sergeant
	Squadron Commander		Supernumerary Senior NCO
	Squadron Deputy Commander		Junior NCO
	Flight Commander		Cadet
	Supernumerary Officer		Drum Major
	Senior Colour Officer (Flag Party Commander)		Musician
	Junior Colour Officer (Flag Party Supernumerary)		Marker
	Chaplin		Front Rank
	Conductor		Centre Rank
	Warrant Officer First Class		Rear Rank

## Royal Canadian Air Force Officer Rank Insignia

Insignia		Title
<b>Subordinate Officer</b>		
		<b>Officer Cadet (OCdt)</b>
<b>Junior Officers</b>		
		<b>Second Lieutenant (2Lt)</b>
		<b>Lieutenant (Lt)</b>
		<b>Captain (Capt)</b>
<b>Senior Officers</b>		
		<b>Major (Maj)</b>
		<b>Lieutenant – Colonel (LCol)</b>
		<b>Colonel (Col)</b>
<b>General Officers</b>		
		<b>Brigadier – General (BGen)</b>
		<b>Major – General (MGen)</b>
		<b>Lieutenant – General (LGen)</b>
		<b>General (Gen)</b>

## SECTION 2

### ELEMENTARY INSTRUCTIONS

#### WORDS OF COMMAND, PACE, CADENCE, INSPECTION, FUNDAMENTALS OF FOOT DRILL, BASIC SKILLS

##### WORDS OF COMMAND

1. Good drill depends on properly delivered words of command. They are to be pronounced clearly and distinctly, with confidence and determination, since they convey an order which is to be promptly obeyed.
2. Words of command are divided into:
  - a. cautionary commands; and
  - b. executive commands.
3. The cautionary command warns of the movement to be performed and shall be given first. The cautionary command may include additional instructions such as "ADVANCE", "RETIRE", etc. The executive command serves as the signal for the movement to be carried out. Throughout this manual, words of command are printed in capital letters. A dash separates the cautionary from the executive portion of the command, e.g., RIGHT IN – CLINE.
4. As a guide, the cautionary command should be drawn out over at least two paces of quick time and the interval between the cautionary and executive commands should be two paces. The pause will be as consistent as possible.

##### Word of Command Foot

COMMAND	FOOT
HALT (except when marching in slow time, the command will be given on the right )	LEFT
STEP OUT, or STEP SHORT	LEFT
CHANGE TO QUICK (SLOW or DOUBLE) TIME	RIGHT
MARK TIME (when marching)	RIGHT
FORWARD	LEFT
ABOUT TURN	RIGHT
RIGHT TURN, RIGHT INCLINE, RIGHT FORM, or ON THE RIGHT FORM SQUAD	LEFT
LEFT TURN, LEFT INCLINE, LEFT FORM, or ON THE LEFT FORM SQUAD	RIGHT
CHANGE STEP	RIGHT
SALUTE (on the march)	LEFT
EYES RIGHT, or EYES FRONT	LEFT
FORM SINGLE FILE (on the march)	RIGHT
REFORM RANKS FROM SINGLE FILE (on the march)	RIGHT

**Note:** Unless the directing flank is changed for a special movement, it is always:

- a. when advancing in line, the right flank;
- b. when retiring in line, the left flank; and
- c. when in threes, the original front rank, i.e., when moving to the right flank, the dressing is by the left; when moving to the left flank, the dressing is by the right.

1. The following are examples of correct words of command:

- a. SQUAD, MOVE TO THE RIGHT IN THREES, RIGHT – TURN, BY THE LEFT, QUICK – MARCH;
- b. FLIGHT, GENERAL SALUTE, PRESENT – ARMS;
- c. NO. 1 FLIGHT, AT THE HALT, ON THE LEFT, FORM PLA – TOON;
- d. SQUADRON, ON THE LEFT, INTO CLOSE COLUMN, FORM PLA – TOONS; and
- e. BATTALION, MOVE TO THE RIGHT IN COLUMN OF ROUTE, RIGHT – TURN.
- f. SQUAD RETIRE, RIGHT – TURN, for a squad halted or moving to the right in threes and required to turn to the right;
- g. SQUAD ADVANCE, RIGHT – TURN, for a squad halted or moving to the left in threes and required to turn to the right;
- h. SQUAD RETIRE, ABOUT – TURN, for a squad advancing and required to turn about; and
- i. SQUAD, MOVE TO THE LEFT, RIGHT – TURN, for a squad retiring and required to turn to the left flank.

2. SQUAD ADVANCE (RETIRE) is used whenever turning into line. After every turn, the directing flank is given BY THE LEFT (RIGHT).

3. AS YOU WERE shall only be ordered when another word of command cannot be used to have a squad adopt a previous position or to cancel an incorrect order before it has been completed.

#### **FUNDAMENTALS OF FOOT DRILL**

1. The individual who consistently maintains perfect balance on the completion of movements demonstrates:

- a. quick reflexes;
- b. steadiness;
- c. physical control of the body;
- d. mental alertness; and
- e. mastery of the basic skills.

## BASIC SKILLS

1. The basic movements of foot drill are performed as follows:
  - a. **“Bend the \_\_ knee.”** One leg is kept braced with the foot firm and flat on the ground by applying pressure to the toe and the ball of the foot. The opposite knee is bent to the front of the body so that the toes hang directly below at a natural angle. The foot is raised 15 cm clear of the ground in quick time and during movements at the halt; the thigh is raised parallel to the ground for all movements executed in slow time
  - b. **“Straighten the \_\_ leg.”** The leg is straightened to the ground by forcing the toe down so that the impact is taken on the ball of the foot.
  - c. **“Shoot the \_\_ foot forward.”** One leg is kept braced with the foot on the ground. The other foot is shot forward with the knee braced, ready to carry the weight of the body forward.
  - d. **“Shift the weight to the \_\_.”** Body weight is shifted by transferring the weight onto the ball of the foot being straightened to the ground and the balance is maintained by placing the foot flat and firm.

**Note:** The phrase **“Place the foot flat on the ground”** means **place the foot naturally on the ground without slapping or exaggeration.**

## STANDARD PAUSE

1. The standard pause between each drill movement is two beats of quick time.
2. In the early stages of training, the squad shall call out the time when executing drill movements.
3. To warn the squad that the time is to be called out, the instructor will precede the command for the movement with the cautionary command CALLING OUT THE TIME. For example, on the command CALLING OUT THE TIME, RIGHT – TURN, the squad:
  - a. executes the first movement of the turn on the executive order and simultaneously calls out “One”;
  - b. after completing the first movement, calls “Two”, “Three” while observing the standard pause; and
  - c. when executing the final movement, calls out “One”.
4. After completing a movement on the march, a recruit squad shall call the step for three paces; e.g., on quick march, “Left-Right-Left”.

## PACE LENGTH AND CADENCES

1. The standard lengths of pace are:
  - a. quick and slow time – 75 cm;
  - b. stepping out in quick and slow time – 85 cm;
  - c. stepping short in quick time and slow time – 55 cm;
  - d. double time – 1 m;
  - e. half pace in quick time (used for marching forward and back three paces or less, see Section 5, paragraphs 1 and 10 of Paces Forward and to the Rear) – 35 cm; and
  - f. side pace – 25 cm.

2. When marching the cadence is:
  - a. in quick time, 120 paces per minute;
  - b. in slow time, 60 paces per minute; and
  - c. in double time, 180 paces per minute.

## INSPECTION

1. Inspections shall be carried out at the open order.
2. Ranks shall be dressed after completing the move to open order and before the inspection. They may also be dressed after moving to close order.
3. The inspecting officer or NCO will normally inspect the front and rear of each rank, commencing at the right flank of the front rank and proceeding in an anti-clockwise direction around each rank in turn. A supernumerary rank should normally not be inspected.
4. If a band is in attendance it may be inspected, though this is not usual unless it is an integral part of the unit on parade.
5. Ranks are inspected in the position of attention. Ranks not under inspection at the time may be ordered to stand at ease. Similarly, during the inspection of one unit or sub-unit, other units or sub-units not under inspection at the time may be ordered to stand at ease.
6. During an inspection, an individual ordered to adjust clothing or equipment shall do so immediately, maintaining position within the ranks. After the adjustment is finished, the position of attention will be resumed.
7. The inspection of an individual shall commence at the head and work down to the feet to ascertain that the service member:
  - a. is properly equipped for the parade, with clothing and equipment clean and in good repair;
  - b. is properly dressed, with all clothing, badges, ribbons, etc., worn correctly; and
  - c. has high standards of personal hygiene and grooming, e.g., hair at correct length, shaved and washed.

## INSTRUCTIONAL TECHNIQUES

1. **General.** The instructor must continually work to improve the standard of instruction. The techniques in this article shall be adhered to, thus ensuring the success of the drill instruction.
2. **Instructor's Appearance and Bearing.** Since example is imitated, the instructor's appearance and bearing must be of the highest standard. When conducting drill instruction, the instructor shall stand at attention unless it is necessary to demonstrate or to check an individual. The instructor shall execute all movements correctly and smartly.
3. **Demonstrations.** Demonstrations shall be planned so that the squad can see the position or movement. All demonstration shall be correct. Excessive demonstration is a common fault and shall be avoided. Arms drill shall be demonstrated using the appropriate weapon.
4. **Checking.** Constant checking and correcting of all faults is essential. Faults shall be corrected immediately after they occur.
5. **Vocabulary.** The instructor shall develop and use a vocabulary of short, concise words to impress on the squad that the movement must be performed smartly. For example, the words

“crack”, “drive”, “seize” and “grasp” suggest the degree of smartness required. Profanity or personal sarcasm shall never be used.

6. **Manhandling.** An instructor shall not strike or push members of the squad. This does not preclude the instructor, without being offensive, from assisting in the correction of a squad member's position.
7. **Rest Periods.** In the early stages of recruit training, short rest periods shall be given during drill instruction by standing the squad easy. During these rest periods, the squad may be questioned on subjects previously taught. The squad shall not be kept in any one position long enough to produce strain and fatigue. Periods of drill at the halt shall be interspersed with movements on the march, with or without arms, at appropriate intervals to keep the squad alert, exercise the muscles, and, as a result, produce a high standard of drill.
8. **Formation for Instruction.** The instructor shall select the most effective squad formation for the lesson being taught. A squad may be in a single rank, hollow square or semi-circle for elementary drill instruction.
9. **Instructor Faults.** Faults made by an instructor and noted by a superior shall be corrected as soon as possible. The instructor shall not be corrected within earshot or sight of the squad.

#### **CONDUCT OF A DRILL LESSON**

1. **Preliminaries.** Before commencing the lesson, the instructor shall:
  - a. order the squad into a suitable formation, e.g., hollow square;
  - b. state the movement to be taught and the reason for learning; and
  - c. state the requirement of the performance check or standard.
1. **Lesson.** The lesson shall be taught in the following stages:
  - a. Stage 1: Demonstration and Walk-Through.
    - (1) Demonstrate the complete movement, calling out the time.
    - (2) Demonstrate the first part of the movement.
    - (3) Explain how the first part of the movement is done.
    - (4) Give the squad the opportunity to ask questions.
    - (5) Practice the squad on the first movement (collectively, individually, collectively).
    - (6) Teach the second and each subsequent movement following the sequence described above.
    - (7) Give two complete and final demonstrations.
  - b. Stage 2: Practice the Complete Movement.
    - (1) Practice the complete movement, with the instructor calling the time.
    - (2) Practice the complete movement, with the squad calling the time.
    - (3) Practice the complete movement, with the squad judging the time.

**Note:** On difficult movements or movements with several stages, a further demonstration may be given prior to practising the complete movement.

## **SECTION 3**

### **COMPLIMENTS**

#### **GENERAL**

1. Compliments are formal marks of respect and courtesy, i.e., salutes.

#### **FORMED MILITARY GROUPS**

1. Compliments on behalf of a formed military group are normally given by the person in command of the group.
2. At the halt:
  - a. The person in command will order the group to attention before saluting.
  - b. When the group is armed, it shall be brought to attention and then may be brought to the shoulder arms position before the person in charge gives the appropriate salute.
3. On the march:
  - a. The person in charge of a formed military unit shall personally salute when passing junior officers (Captains and Lieutenants) superior to himself in rank. When passing senior officers superior to himself in rank, the person in charge shall order EYES RIGHT/LEFT and salute with the hand while turning head and eyes in the required direction.
  - b. When bearing arms at the trail, the person in command shall shoulder arms before proceeding as detailed in subparagraph a. above.

#### **INDIVIDUAL**

1. Officers shall salute all officers of higher rank and shall return all compliments paid them. Senior officers receiving compliments from marching troops on a ceremonial parade shall hold the salute as each individual component passes directly by in review.
2. Non-commissioned members shall salute all commissioned officers.
3. Officers and non-commissioned members not part of a formed military group shall pay individual compliments to an approaching higher ranking officer (see also paragraph 12). The senior officer receiving the salute shall return the compliment, while military persons accompanying that officer give an eyes right/left in the same manner as saluting without headdress (paragraph 15) during the exchange of compliments or greetings.
4. When an officer approaches a group of non-commissioned members, the senior of the group or the person who recognizes the officer first shall take command and call the group to attention: the senior or person in charge shall then alone salute. Junior members shall draw their senior's attention to approaching officers if the circumstances require and allow.
5. Individual compliments to a formed military group on the march and under the command of an officer shall be paid by halting, turning to face the group and saluting. The salute should be maintained until the entire group has passed.
6. While bearing arms, individuals shall pay compliments to officers by saluting at the shoulder arms position. Sentries shall pay compliments in accordance with Chapter 10, Section 4.

7. When in uniform and not wearing headdress, compliments shall be paid by standing at attention. If on the march, arms shall be swung and the head turned to the left or right as required.

## **CIVILIAN DRESS**

1. Appropriate compliments shall be paid when recognizing an officer dressed in civilian clothing.
2. When dressed in civilian clothes, all members shall stand at attention and male members (less Sikhs) shall remove headdress, on any occasion when a salute would be correct in uniform and extreme winter weather conditions allow. On the march, the headdress is raised or removed, if applicable, and the head turned right or left. When headdress is not worn, it is correct to turn the head as required and offer a polite greeting.

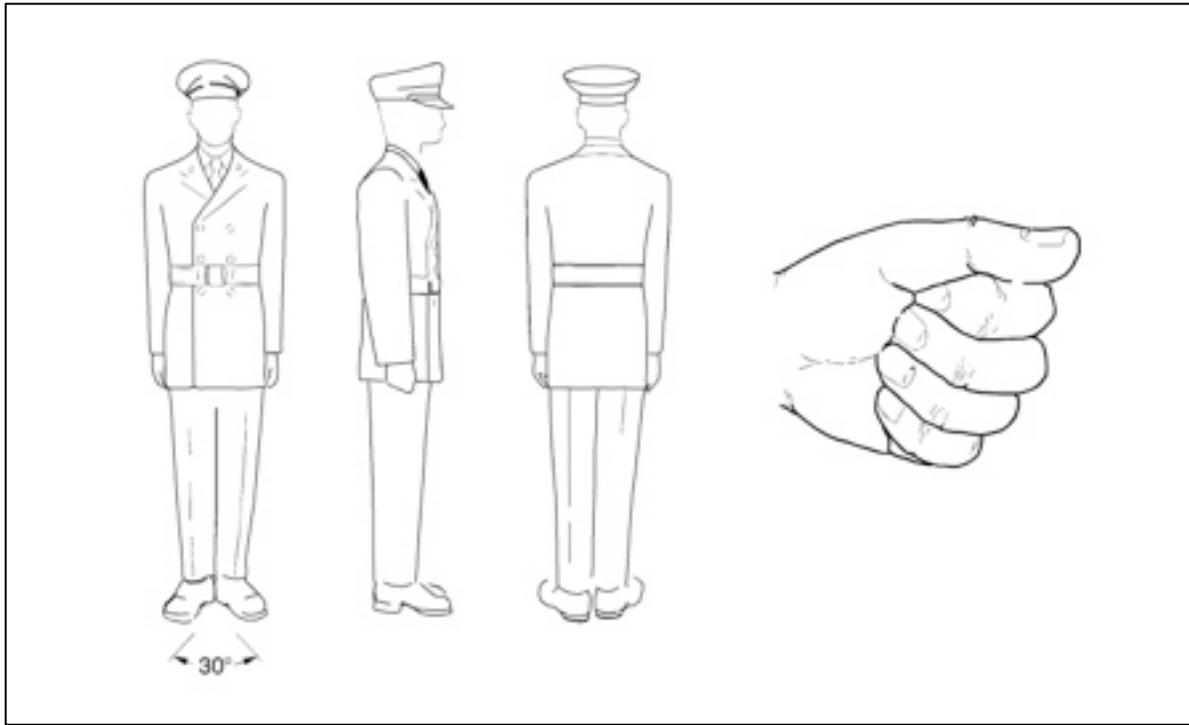
## **SPECIAL CIRCUMSTANCES**

1. **Buildings.** Salutes are not given indoors in either public or service buildings except on parades, ceremonial occasions, in areas so designated by commanders, or when entering or leaving the office of an officer who should be paid compliments by virtue of his rank or appointment. Further:
  - a. it is correct to turn the head and offer a polite greeting when meeting an officer in the common area of a public or service building; and
  - b. it is not customary for those other than Sikhs working in a building to wear headdress when visiting another office in the same building. In this circumstance, compliments are paid by briefly coming to attention at the office door.
2. **Cenotaphs.** Officers and men shall salute individually and formed military groups shall pay compliments when passing the National War Memorial and cenotaphs to military dead.
3. **Colours.** Individuals and formed military groups shall pay compliments to uncased Colours, except when the Colour is part of an escort to the deceased during a funeral (see subparagraph 23a.).
  - a. Halted armed groups shall present arms.
  - b. Military groups marching past uncased Colours shall give eyes right/left.
  - c. See also paragraph 30.
4. **Religious Services and Buildings.** Conventional marks of respect and courtesy shall be observed during religious services and in places of worship, depending on the customs of the religion involved and the faith of the member (see A-AD-265-000/AG-001, CF Dress Instructions, Chapter 2, Section 3 for further explanation).
5. **Funerals.** The following compliments shall be paid at state, military and civilian funerals:
  - a. the remains of the deceased take seniority and alone receive compliments during a funeral.
  - b. members shall wear headdress and pay respects by saluting when passing the casket at a vigil.
  - c. formed military groups shall be halted and turned to face a passing funeral procession and the officer or member in charge will salute the deceased while passing. Individual compliments shall be paid in a similar fashion.
  - d. individuals and formed military groups bearing arms shall salute a passing funeral procession by presenting arms.

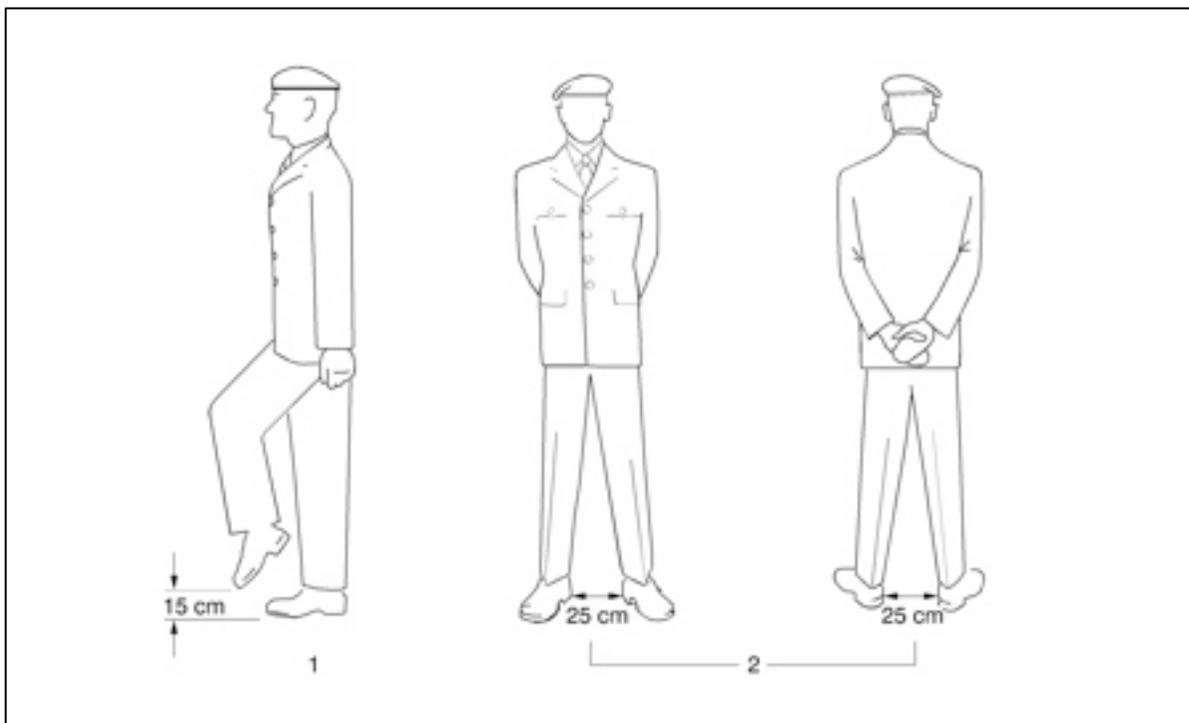
- e. salutes, as above, shall be accorded the casket during interments.
  - f. at the end of a Service funeral, the officiating chaplain will proceed to the foot of the grave to pay his respects. Service members should then proceed to the foot of the grave, in order of seniority, to pay individual respects by saluting. When numbers warrant, members may approach in small informal groups.
  - g. see also paragraph 26.
6. **Guards and Sentries.** Detailed instructions for paying compliments by guards and sentries are found in Chapter 10.
7. **Guards and Sentries.** Detailed instructions for paying compliments by guards and sentries are found in Chapter 10.
- a. Foreign officers shall be saluted in the same manner as Canadian officers unless the circumstances clearly dictate otherwise.
  - b. Service members may express their respect for individual civilians by using a salute as a formal means of greeting or farewell.2.6
8. **Memorial Services and Funerals.** Compliments to the dead shall be paid during the sounding of the calls "Last Post" and "Rouse" when they are used in memorial services and funerals. Compliments will commence on the first note and terminate on the last of each call when sounded. Compliments shall be paid as follows:
- a. All ranks who are not part of a formed military group shall salute.
  - b. Formed military groups will be brought to attention and all officers shall salute. A Royal or General Salute will be ordered if appropriate. The funeral guard will present arms, the escort will remain at the order, and officers that form part of the escort will salute with the hand. In the latter case the salute shall be held for the silent interval between "Last Post" and "Rouse".
  - c. On defence establishments, all vehicles in the vicinity shall be stopped and the occupants shall dismount and pay compliments.
9. **Lecture Rooms**
- a. When a visiting officer or dignitary senior to the instructor enters a lecture room, theatre, etc., the instructor or senior member present shall call the group to attention. All members of the class shall sit at attention, arms straight at the side, head and eyes to the front and heels together.
  - b. Where it may be impracticable or hazardous to call the group to attention, the order, STAND FAST, will be given. Members of the group shall suspend all possible action, without causing physical danger to themselves or others, or damage to equipment, until the order CARRY ON is given.
10. **Anthems and Salutes** (see also paragraph 30). When the Royal Anthem, Royal Salute, Vice-Regal Salute, National Anthem (see A-AD-200-000/AG-000, Honours, Flags and Heritage Structure of the Canadian Forces) or the national anthem of a foreign country is played, all shall stand and:
- a. all ranks who are not part of a formed military group shall salute. The salute shall commence with the playing of the first note of music and shall be cut away at the end of the last note;

- b. formed military groups shall be called to attention and all officers or the person in charge shall salute; formed military groups bearing arms shall present arms;
  - c. on defence establishments, all vehicles within hearing distance shall be stopped and the occupants shall dismount and pay compliments; and
  - d. anthems are not sung when played as part of a salute, or on a parade other than a church parade (remembrance or commemorative service/ceremony). If ordered to sing on a drumhead or remembrance ceremony, the parade will be brought to attention and all will join in the singing of the National Anthem, officers do not salute.
11. **National Flag.** When the National Flag is hoisted or lowered at defence establishments, all ranks in or out of uniform within view shall face the flagpole or mast, stand at attention and pay compliments as follows:
- a. All who are not part of a formed military group shall salute.
  - b. Unarmed military groups shall be halted facing the flagpole and the officer or non-commissioned member in charge of the group shall salute;
  - c. Armed parties shall present arms.
  - d. Motor vehicles in view shall be stopped and the occupants shall dismount and pay compliments.
12. **Parades.** CF members who are spectators at a parade shall:
- a. stand at the arrival and departure of a reviewing officer or dignitary. When troops on parade are armed, the signal to stand at the arrival shall be the parade commander's order to SHOULDER – ARMS. At the departure, all ranks will remain standing after the last Royal/General Salute until the reviewing officer or dignitary leaves the parade area;
  - b. salute when uncased Colours pass directly in front of them. Guns are the Colours of formed artillery units and will be treated as such when they roll past in review on formal ceremonial parades;
  - c. salute during the playing of National Anthems and Royal Salutes; and
  - d. stand at attention during the playing of the General Salute.
13. **Reporting**
- a. When reporting to an officer or dignitary, the following procedure shall be observed:
    - (1) march forward, halt two paces in front of the officer or dignitary;
    - (2) salute, remain at attention, await acknowledgement;
    - (3) deliver the message, receive instructions, etc. (see subparagraph b. below);
    - (4) salute, await acknowledgement; and
    - (5) turn right and march off.
  - b. At an investiture or when receiving a decoration, take one pace forward to receive the award and one pace back following the presentation.
  - c. When a non-commissioned member reports to someone senior, other than an officer, the procedure outlined above shall be followed without the salute.

**SECTION 4**  
**SQUAD DRILL AT THE HALT**



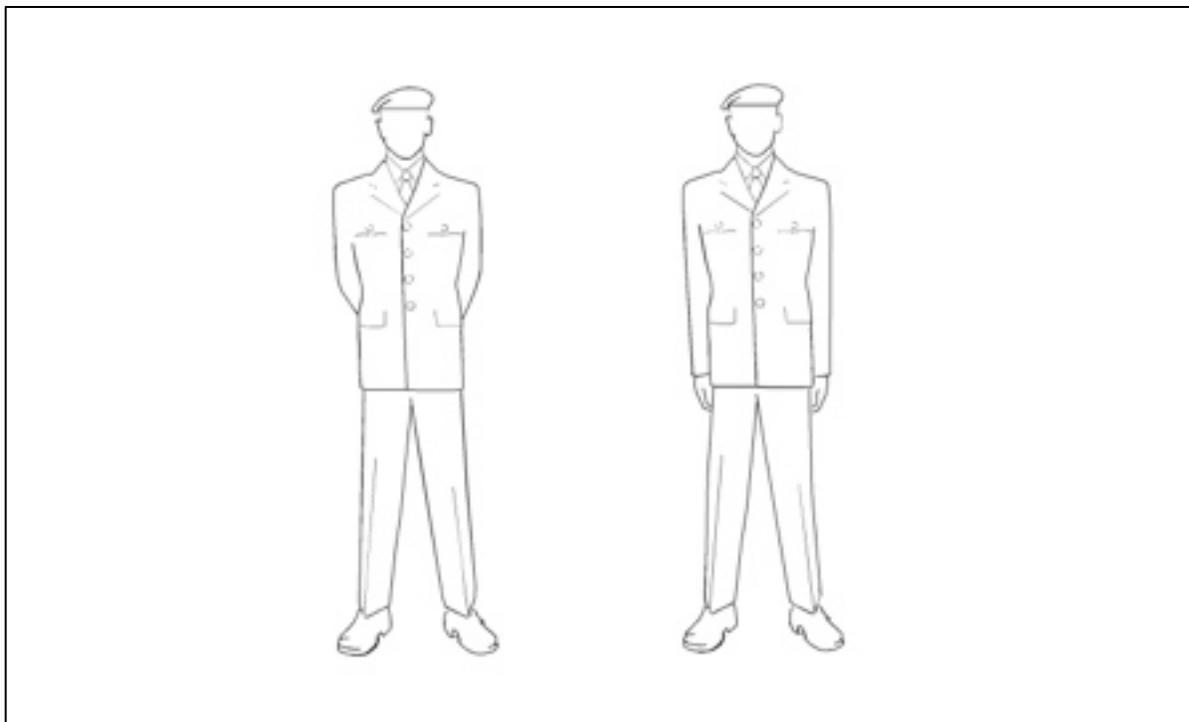
**Figure 4-1** Position of Attention



**Figure 4-2** Position of Stand at Ease from Attention

## STAND AT EASE FROM ATTENTION

1. On the command STAND AT EASE BY NUMBERS, SQUAD – ONE, squad members bend the left knee (Figure 4-2).
2. On the command SQUAD – TWO, squad members shall:
  - a. carry the left foot to the left, straightening it in double time, and place it smartly flat on the ground with the inside of the heels 25 cm apart;
  - b. simultaneously, with a quick motion, bring the arms behind the back, stretched to their full extent, and place the back of the right hand in the palm of the left, with thumbs crossed right over left, the fingers together and extended; and
  - c. balance the body with the weight evenly distributed on both feet.
3. On the command STAND AT – EASE, the two movements are combined.



**Figure 4-3** Position of Stand Easy

## STAND EASY

1. The position of stand easy is ordered when it is desirable to permit troops to relax. This command is only given when the squad is in the position of stand at ease.
2. On the command STAND – EASY, squad members shall (Figure 4-3):
  - a. close the hands and bring the arms to the position of attention;
  - b. observe a standard pause; and
  - c. relax.

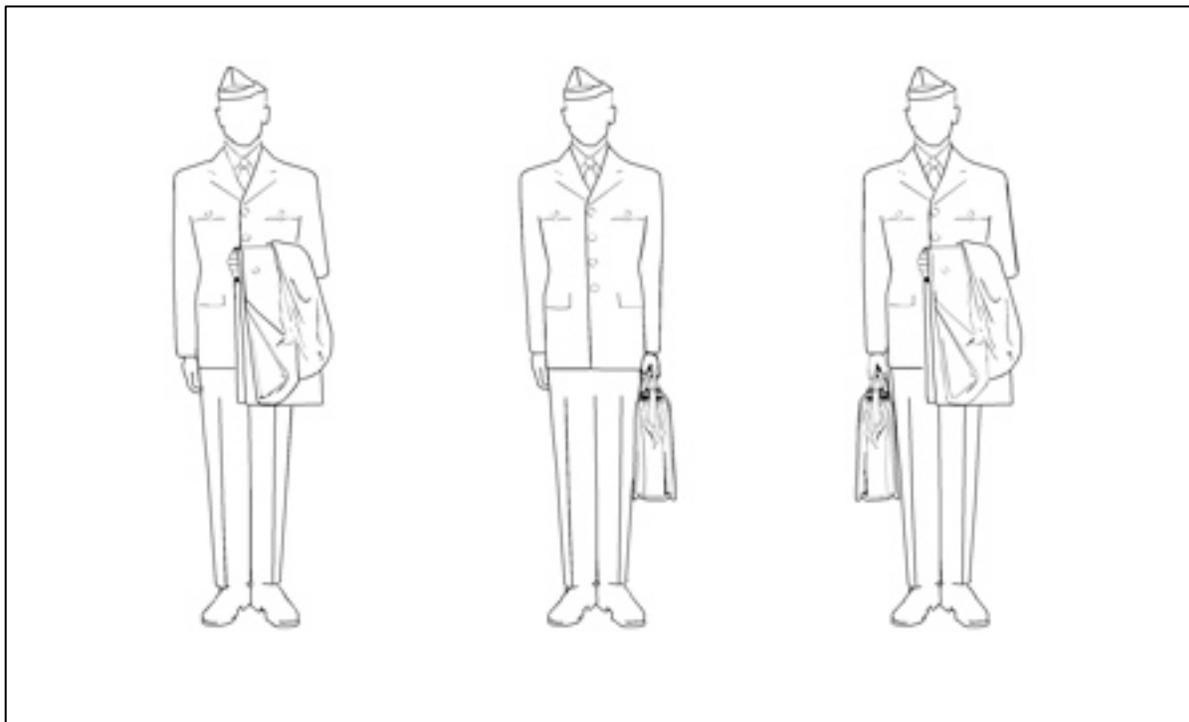
3. When standing easy, squad members may, with permission, move all but their feet and adjust clothing and equipment, but they shall not smoke or talk.

#### **STAND AT EASE FROM STAND EASY**

1. On the cautionary command SQUAD, squad members shall assume the position of stand at ease.

#### **ATTENTION FROM STAND AT EASE**

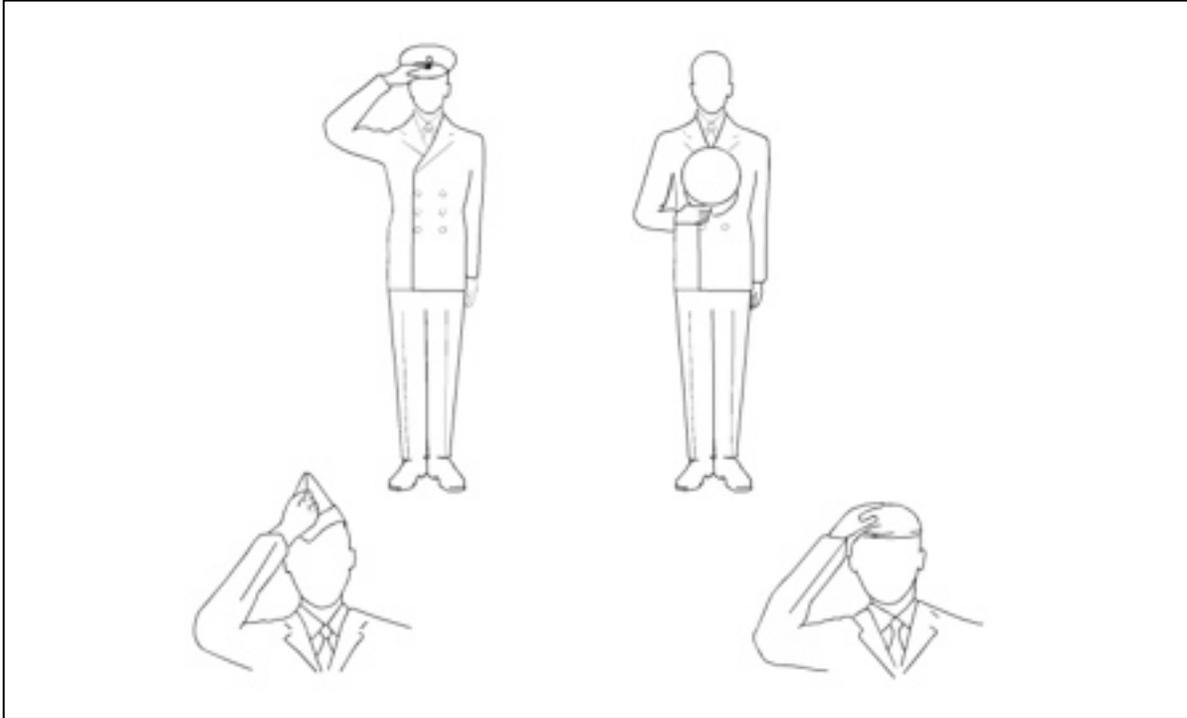
1. On the command ATTENTION BY NUMBERS, SQUAD – ONE, squad members shall bend the left knee and shift their balance to the right foot.
2. On the command SQUAD – TWO, squad members shall:
  - a. straighten the left leg in double time, place the foot smartly on the ground, toe touching first, followed by the heel, and with heels aligned; and
  - b. simultaneously, with a quick motion, bring the arms and hands to the position of attention.
3. On the command ATTEN – TION, the two segments of the movements are combined as one.



**Figure 4-4** Carrying of Articles

#### **CARRYING OF ARTICLES**

1. If any one article is carried, such as a briefcase, umbrella or raincoat, it shall be carried in the left hand. If an article is carried when marching, the left arm is not swung.
2. Articles shall be carried in the manner illustrated in Figure 4-4.
3. In all positions at the halt, the free arm shall be maintained at the side as for the position of attention.



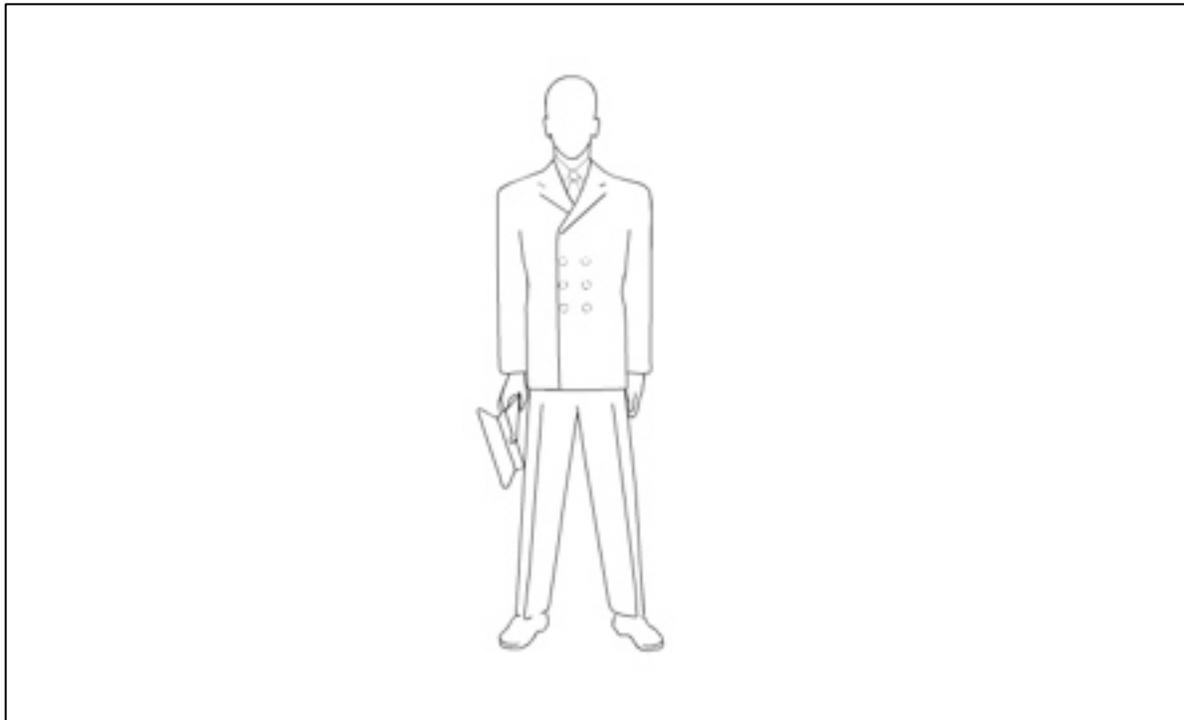
**Figure 4-5** Remove Headdress

**REMOVE HEADDRESS**

1. The order to remove headdress is customarily given on such occasions as outdoor church parades, during the consecration of Colours and whenever it is desirable to honour a dignitary by giving three cheers.
2. When ordered, all ranks on parade shall remove their headdress with the exception of:
  - a. adherents of the Sikh religion; and
  - b. musicians when on parade with instruments.
3. On the command REMOVE HEADDRESS BY NUMBERS SQUAD – ONE, squad members shall bring the right hand to the front of the headdress by the shortest route and grasp it in the front between the thumb and fingers, with the fingers aligned and parallel to the shoulders as much as practicable (Figure 4-5).
4. On the command SQUAD – TWO, squad members shall maintain the bend in the right arm, cut the upper arm to the right side of the body and the forearm parallel to the ground, and bring the right hand to the centre of the body. Maintaining the grasp on the peak of the headdress, squad members shall hold the headdress above the hand and in the centre of the chest.
5. On the command REMOVE – HEADDRESS, the two movements are combined. The standard pause shall be observed between the movements.
6. When a unit is carrying arms, all action is carried out with the left hand when the command
7. REMOVE – HEADDRESS is ordered.
8. Religious tenets, including those which are sexually based, shall be respected in a place of worship (see also A-AD-265-000/AG-001, CF Dress Instructions).

### **STAND AT EASE WITH HEADDRESS REMOVED**

1. On the command STAND AT – EASE, squad members shall assume the position for standing at ease when carrying articles, except that the right arm and hand will maintain the headdress in the position as detailed in paragraph 3 of Remove Headdress.



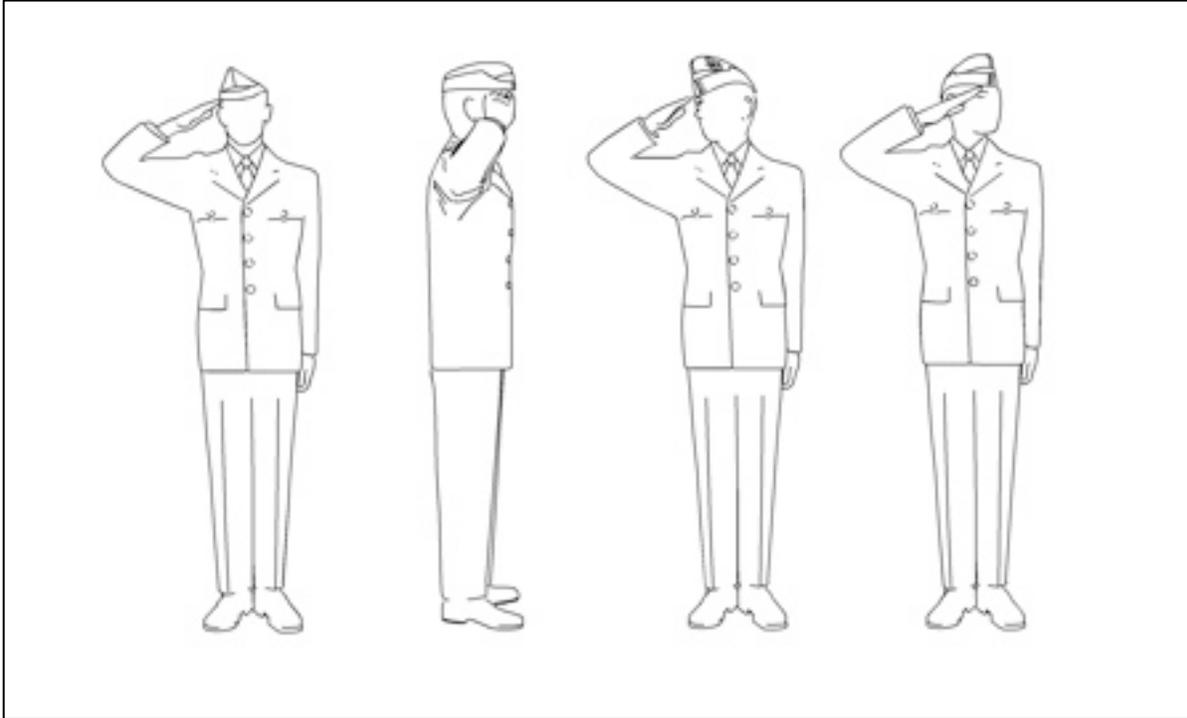
**Figure 4-6** Stand Easy with Headdress Removed

### **STAND EASY WITH HEADDRESS REMOVED**

1. On the command STAND – EASY, squad members shall extend the right arm down the side with headdress held below the hand and, after a standard pause, relax (see Figure 4-6).

### **REPLACE HEADDRESS**

1. On the command REPLACE HEADDRESS BY NUMBERS, SQUAD – ONE, squad members shall replace the headdress with the right hand. When wearing other than a service or wedge cap, two hands shall be used.
2. On the command SQUAD – TWO, resume the position of attention by cutting the right arm or arms to the side.
3. On the command REPLACE – HEADDRESS, the two movements are combined. The standard pause shall be observed between movements.
4. Once the headdress has been adjusted, the arms are held by the side and the command ATTEN – TION, shall be given and actioned.
5. Officers carrying swords shall be ordered to return swords prior to removing headdress and shall draw swords upon the executive command ATTEN – TION following the command REPLACE – HEADDRESS, observing a standard pause between movements.

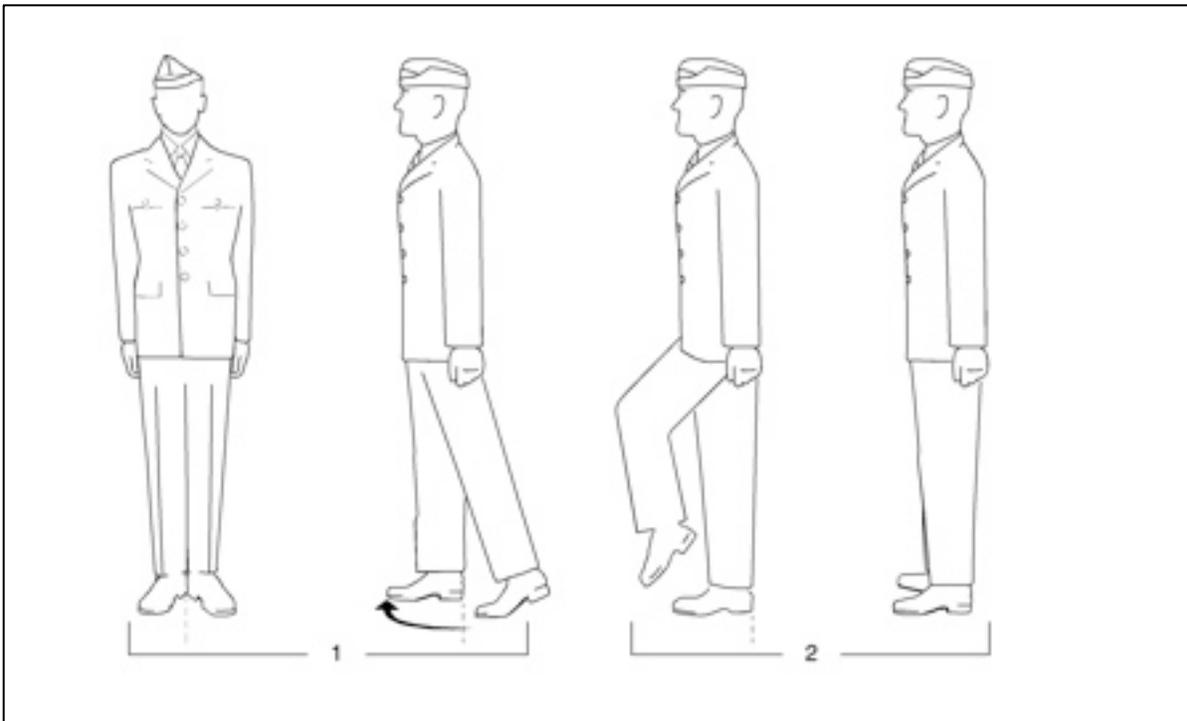


**Figure 4-7** Saluting, at the Halt, without Arms

**SALUTING, AT THE HALT, WITHOUT ARMS**

1. The salute is given with the right hand. When physical incapacity or carrying of articles makes a salute with the right hand impracticable, compliments will be paid by turning the head and eyes to the left or right or standing to attention, as appropriate (see also Section 3).
2. On the command TO THE FRONT SALUTE BY NUMBERS, SQUAD – ONE, squad members shall:
  - a. bend the right elbow and open the palm of the right hand as it passes the shoulder; and
  - b. force the right hand by its shortest route to the front of the headdress (Figure 4-7) so that:
    - (1) the palm of the hand is facing down,
    - (2) the thumb and fingers are fully extended and close together,
    - (3) the tip of the second finger is in line with the outside of the right eyebrow and touching the outside edge of the headdress or arm of glasses, if worn,
    - (4) the hand, wrist and forearm are in a straight line and at a 45 degree angle to the upper arm,
    - (5) the elbow is in line with the shoulders; and
    - (6) the upper arm is parallel to the ground.
3. On the command SQUAD – TWO, the hand is brought sharply to the position of attention by the shortest route, without slapping the thigh. The hand is closed after the forearm is lowered below shoulder level.

4. On the command TO THE FRONT – SALUTE, the two movements are combined. The standard pause shall be observed between movements.
5. On the command TO THE RIGHT (LEFT) SALUTE BY NUMBERS, SQUAD – ONE, saluting shall be executed as detailed in paragraph 37, except that:
  - a. the head and eyes shall be turned smartly to the right (left) as far as possible without straining;
  - b. when saluting to the left, the right hand, wrist and arm are brought further over to the left to the correct position in line with the outside edge of the right eyebrow; and
  - c. when saluting to the right, the arm is moved to the rear, with the tip of the second finger remaining in line with the outside edge of the right eyebrow.
6. On the command SQUAD – TWO, the hand is brought sharply to the position of attention, and simultaneously the head and eyes are turned smartly to the front.
7. On the command TO THE RIGHT (LEFT) – SALUTE, the two movements are combined. The standard pause shall be observed between movements.
8. When wearing headdress other than a cap with a peak, the second finger is 2 cm above and in line with the outer tip of the right eyebrow.



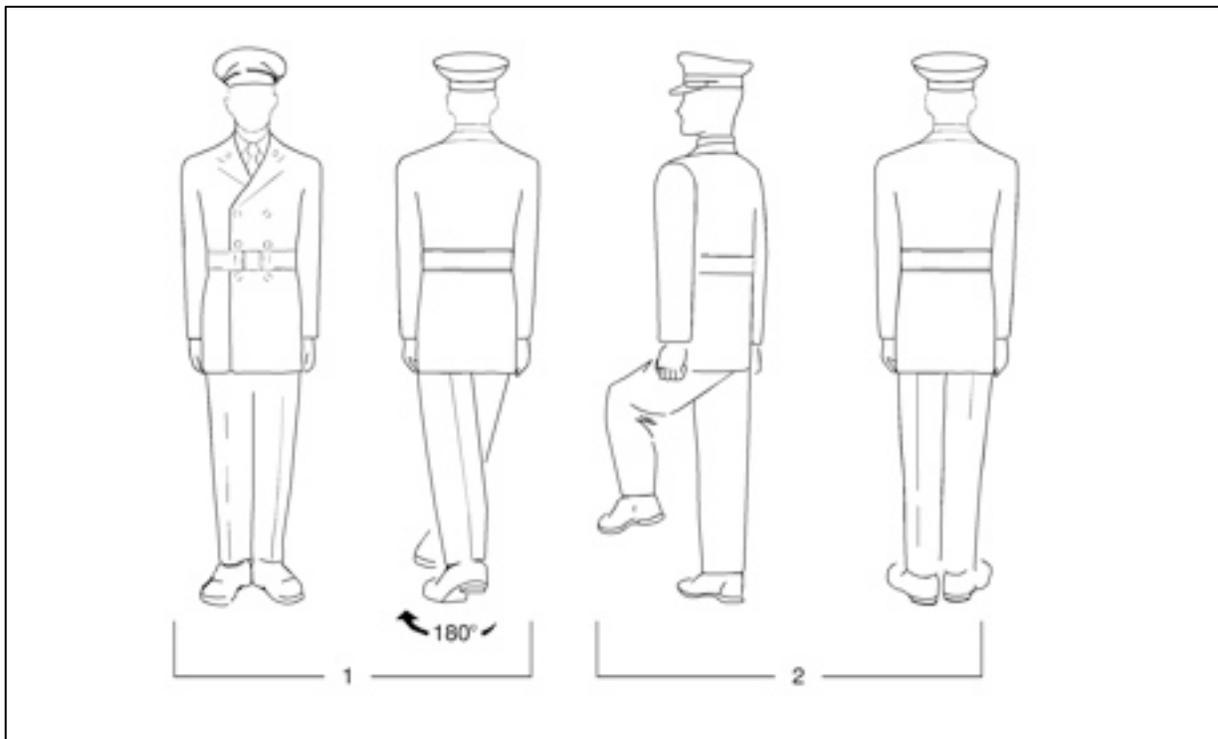
**Figure 4-8** Right Turn

#### **TURNING AND INCLINING AT THE HALT**

1. Turns and inclines are made to change direction: right or left turns change direction by 90 degrees, about turns by 180 degrees, and right and left inclines by 45 degrees.
2. On the command RIGHT TURN BY NUMBERS, SQUAD – ONE, squad members shall turn 90 degrees to the right by pivoting on the right heel and left toe and raising the left heel and right toe simultaneously. Both knees will be kept braced during the turn, arms at the sides and body

erect. On the completion of the movement, the weight of the body is placed on the right foot and the left leg is braced with the heel off the ground as illustrated in Figure 4-8.

3. On the command SQUAD – TWO, squad members shall bend the left knee, straighten it in double time and smartly place the left foot beside the right to assume the position of attention.
4. On the command RIGHT – TURN, the two movements are combined. The standard pause shall be observed between the movements.
5. On the command RIGHT IN – CLINE, the drill as described for a right turn is followed, but the turn is only made through 45 degrees.
6. On the command LEFT – TURN, the drill as described for the right turn is followed, except that the details of moving the feet and direction are reversed.
7. On the command LEFT IN – CLINE, the drill as described for a left turn is followed, but the turn is only made through 45 degrees.



**Figure 4-9** About Turn

8. On the command ABOUT – TURN, the drill as described for the right turn is followed, except that the pivot to the right is made through 180 degrees. Balance is maintained by bracing the legs and locking the thighs (Figure 4-9).

#### **CLOSING TO THE RIGHT (LEFT)**

1. Close march paces to the right (left) shall not be ordered when the distance required to move exceeds eight paces. When the distance is greater, the squad shall be turned and marched the required distance.

2. On the command ONE PACE RIGHT CLOSE MARCH BY NUMBERS, SQUAD – ONE, squad members shall:
  - a. bend the right knee, carry the foot to the right and place it smartly on the ground with the inside of the heels one side pace 25 cm apart;
  - b. balance the weight of the body evenly on both feet; and
  - c. keep the arms still at the sides.
3. On the command SQUAD – TWO, squad members shall shift the weight of the body to the right foot, bend the left knee and place the left foot smartly by the right to assume the position of attention.
4. On the command ONE PACE LEFT CLOSE MARCH BY NUMBERS, SQUAD – ONE, the drill as outlined above in paragraphs 1 and 2 is followed except that the details of moving the feet and the direction are reversed.
5. On the command ONE PACE RIGHT (LEFT) CLOSE – MARCH, the two movements are combined, observing the timing noted in paragraph 6.
6. The timings for the above movements are counted as follows:
  - a. for one pace, “one-one”;
  - b. for two paces, “one-one, pause, one-two”;
  - c. for three paces, “one-one, pause, one-two, pause, one-three”; and
  - d. etc.

### **CALLING THE ROLL**

1. On the command ATTEN – TION, ANSWER TO YOUR NAME, STAND AT – EASE, each squad member shall come to attention as his name is called and answer in one of the following ways:
  - a. “Sir” or “Ma’am” if the person calling the roll is an officer, warrant officer 1<sup>st</sup> class, warrant officer 2<sup>nd</sup> class;
  - b. “Flight Sergeant”, “Sergeant”, “Flight Corporal” or “Corporal” or equivalent when the roll is called by a member holding these ranks; or
  - c. “Present” if the person calling the roll is below the rank of Corporal.
2. When the roll-call is supervised by a person senior in rank to the person calling the roll, each squad member shall answer to his name with the correct response for the rank of the supervisor.
3. When a senior is in the ranks and the roll is called by a junior with no senior rank supervising the roll-call, both shall use the other’s rank title in calling and answering the name.
4. Each squad member shall stand at ease after answering his name.

### **NUMBERING**

1. Numbering is used to:
  - a. designate individuals in the squad; and
  - b. determine the number of persons on parade.

2. On the command SQUAD – NUMBER, the front rank only shall count off from right to left, the right-hand member calling out ONE and the next, TWO, and so on. The head and eyes remain still. There is no pause between numbers.
3. Each individual in the centre and rear rank takes the number of the front rank individual being covered.
4. When an error in numbering occurs, the command AS YOU WERE, may be ordered followed by the last correct number called out. The squad member so designated repeats his number and the numbering drill continues. If the command AS YOU WERE, SQUAD – NUMBER is ordered, the squad will renumber from the beginning.

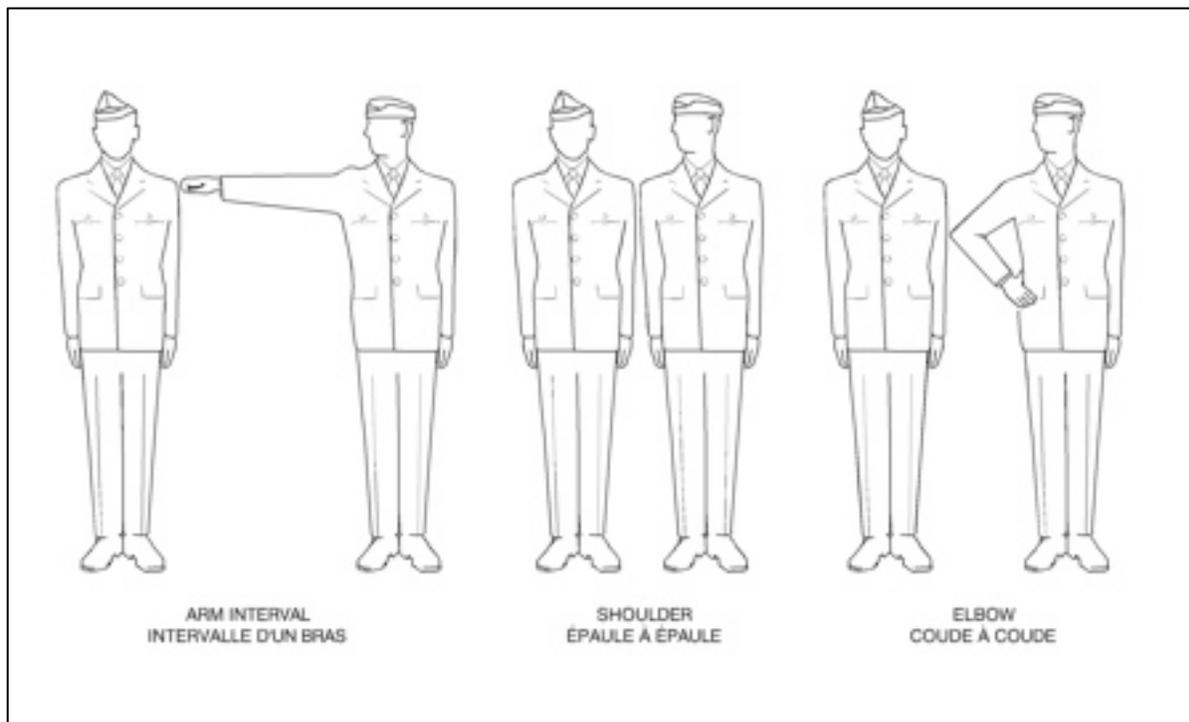
### **PROVING**

1. Proving is used to identify the flank man when the squad is being divided into several groups. It may also be used by members of the squad to identify themselves. It may be necessary to number the squad prior to proving.
2. On the command NUMBERS \_\_, \_\_, \_\_ – PROVE, the members designated raise their left forearm parallel to the ground, keeping their left elbow close to the body and the hand closed as for the position of attention.
3. On the command ATTEN – TION, the members who proved adopt the position of attention.

### **PACES FORWARD AND TO THE REAR**

1. When taking paces forward and to the rear:
  - a. the cadence shall be in quick time;
  - b. the length of each step shall be one half pace (35 cm); and
  - c. the arms shall be kept still at the sides.
2. A group shall not be moved forward or back more than three paces by this method. When the distance is greater the squad will be marched the required distance.
3. On the command ONE PACE FORWARD MARCH BY NUMBERS, SQUAD – ONE, squad members shall:
  - a. shoot the left foot forward one half pace, forcing the weight forward on the left foot, with the right heel raised; and
  - b. keep the arms still at the sides.
4. On the command SQUAD – TWO, squad members shall bend the right knee, straighten it in double time, place the right foot smartly on the ground beside the left and assume the position of attention.
5. On the command ONE PACE FORWARD – MARCH, the movements are combined, observing the timing noted in paragraph 9.
6. On the command ONE PACE STEP BACK MARCH BY NUMBERS, SQUAD – ONE, squad members shall:
  - a. shoot the left foot to the rear one half pace with the weight forward on the right foot and the left heel raised; and
  - b. keep the arms still at the sides.

7. On the command SQUAD – TWO, squad members shall bend the right knee, straighten it in double time, place the right foot smartly on the ground beside the left, and assume the position of attention.
8. On the command ONE PACE(S) STEP BACK – MARCH, the two movements are combined, observing the timing noted in paragraph 9.
9. The timings for the above movements are counted as follows:
  - a. for one pace, “one-two”;
  - b. for two paces, “one, one-two”; and
  - c. for three paces, “one, one, one-two”.
10. On the command TWO PACES FORWARD (STEP BACK) – MARCH, the movement shall be carried out as detailed above, except that the left foot shall be brought in to the right to assume the position of attention.

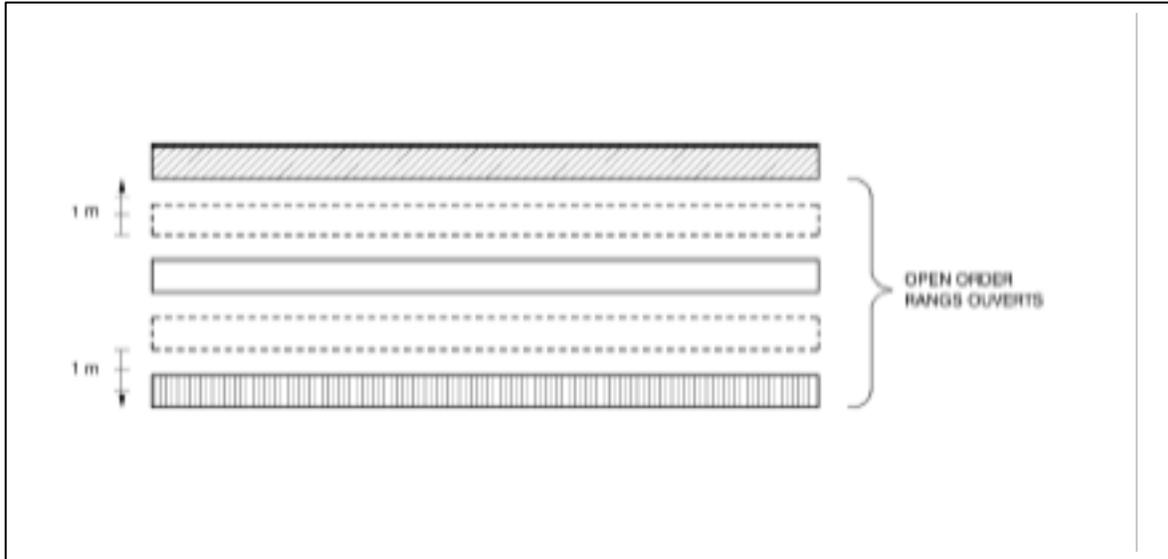


**Figure 4-10** Dressing a Squad

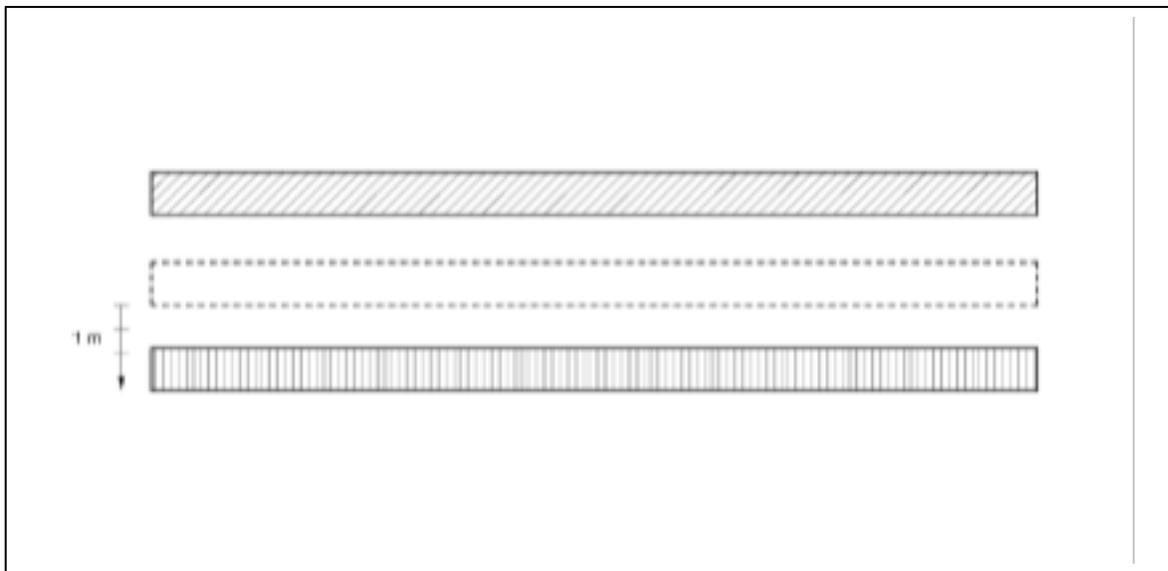
### **DRESSING A SQUAD**

1. On the command RIGHT DRESS BY NUMBERS, SQUAD – ONE:
  - a. the right-hand individual of the front rank stands fast; and
  - b. the remainder take a half pace forward by shooting the left foot forward, bending the right knee and adopting the position of attention.
2. On the command SQUAD – TWO:
  - a. the right file stands fast;

- b. the remainder turns head and eyes to the right as far as possible without straining; and
  - c. simultaneously, the front rank, except the right-hand individual, shoots the right arm its full extent behind the shoulder of the one on the right. The hand is closed as in the position of attention, back of the hand uppermost and arm parallel to the ground.
3. On the command SQUAD – THREE
  - a. the right-hand individual of the front rank stands fast; and
  - b. the remainder takes up correct alignment, distance and covering by taking short, quick paces until they are in the correct position. Movement starts with the left foot (see Figure 4-10).
4. As a guide to taking up correct alignment, each member of the squad except those in the right file moves to a position from which the lower portion of the face of the second person to the right can just be seen. Correct covering is taken up by glancing to the front without moving the head. The interval is correct when the closed hand is touching the left shoulder of the person on the right.
5. On the command RIGHT – DRESS, the three movements are combined. The standard pause shall be observed between the movements.
6. On the command EYES – FRONT, squad members shall snap the head and eyes to the front and cut the right arm smartly to the rear of the individual on the right and to the position of attention without slapping the thigh.
7. On the command SHOULDER DRESSING, RIGHT – DRESS, dressing is carried out as for the right dress, except that the arms are not raised and dressing is taken up without arm's length interval. Enough lateral space is left between the shoulders of each person in the rank to manipulate weapons.
8. On the command ELBOW DRESSING, RIGHT – DRESS, dressing is carried out as for the right dress except:
  - a. the right hand is placed on the hip or belt as applicable;
  - b. fingers closed, pointed down and extended forward;
  - c. thumbs to the rear; and
  - d. the point of the elbow forced forward and touching the individual's arm on the right.
9. When dressing by the left, the same drill is followed except the head and eyes are turned left and the left arm is raised. The left-hand individual stands fast, looks to the front, and those in the file behind adopt the appropriate distance between ranks.
10. Dressing may be ordered by the centre when required if more than one squad is on parade in line or mass. The command is INWARD – DRESS and flanking squads shall dress by their left or right as appropriate.
11. Dressing may be ordered by the centre when required if more than one squad is on parade in line or mass. The command is INWARD – DRESS and flanking squads shall dress by their left or right as appropriate.
12. When bearing arms, dressing is completed by raising the left arm rather than the right arm.



**Figure 4-11** Open Order – March (Three Ranks)



**Figure 4-12** Open Order – March (Two Ranks)

**OPEN ORDER MARCH**

1. The open order is executed as follows:
  - a. the front rank shall move forward three half paces, the rear rank shall step back three half paces and the centre rank shall stand fast;
  - b. the cadence shall be in quick time; and
  - c. the arms shall be kept still at the sides.
2. On the command OPEN ORDER – MARCH, the movements will be executed as for three check paces forward and to the rear, the final movement being executed by bending the right

knee, straightening it in double time and placing the right foot smartly on the ground by the left and assuming the position of attention.

3. The timing for the movements is counted as one, one, one-two.
4. When formed in two ranks, the front rank stands fast and the rear rank steps back three half paces (see figures 4-11 and 4-12).

### **CLOSE ORDER MARCH**

1. On the command CLOSE ORDER – MARCH, the squad shall reverse the movements in paragraphs 1 to 4 of Open Order March.

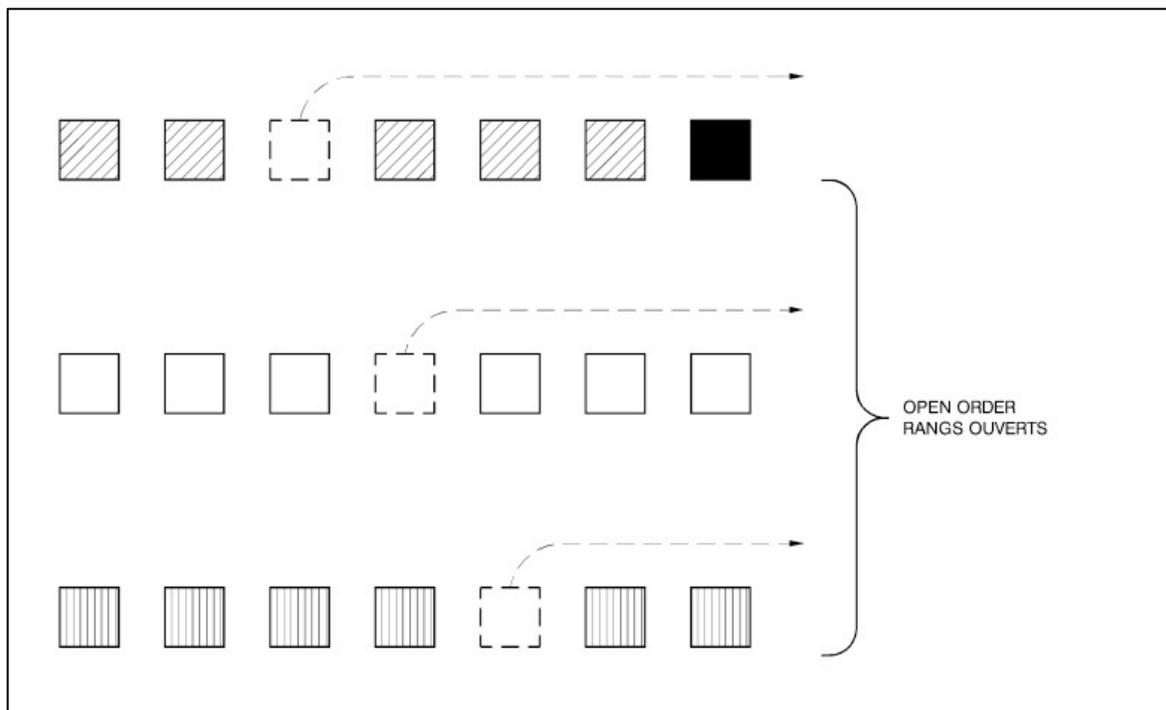
### **ORDERING A SQUAD ON PARADE**

1. Prior to being fallen in on parade, the squad shall form itself up in three ranks at the edge of the parade ground and stand at ease. When the squad is formed up, the instructor may detail one person to act as marker, the marker shall then take up the position of the right-hand person of the front rank and stand at ease. If the instructor does not detail a marker, the right-hand person shall assume this duty. The instructor shall then proceed onto the parade ground and halt three paces in front of where he wishes the marker to fall in.
2. On the command MARKER, the person detailed as marker shall:
  - a. come to attention and observe the standard pause;
  - b. march in quick time to a position three paces in front of, and facing the instructor and halt; and
  - c. remain at attention.
3. The instructor then turns right and marches to a position three paces in front and centre of where the squad will fall in.
4. On the command FALL – IN, squad members shall:
  - a. come to attention;
  - b. observe the standard pause;
  - c. march onto the parade ground, and halt on the left of and covering off the marker; and
  - d. remain at attention.
5. The instructor shall then proceed as required, e.g., OPEN ORDER – MARCH; RIGHT – DRESS; EYES – FRONT; and STAND AT – EASE.

### **DISMISSING A SQUAD**

1. The command DIS – MISS signifies the end of a parade, period of instruction, etc. The squad shall be in line and at attention when dismissed.
2. On the command DIS – MISS, squad members shall:
  - a. turn right;
  - b. observe the standard pause;
  - c. salute, if an officer is on parade;

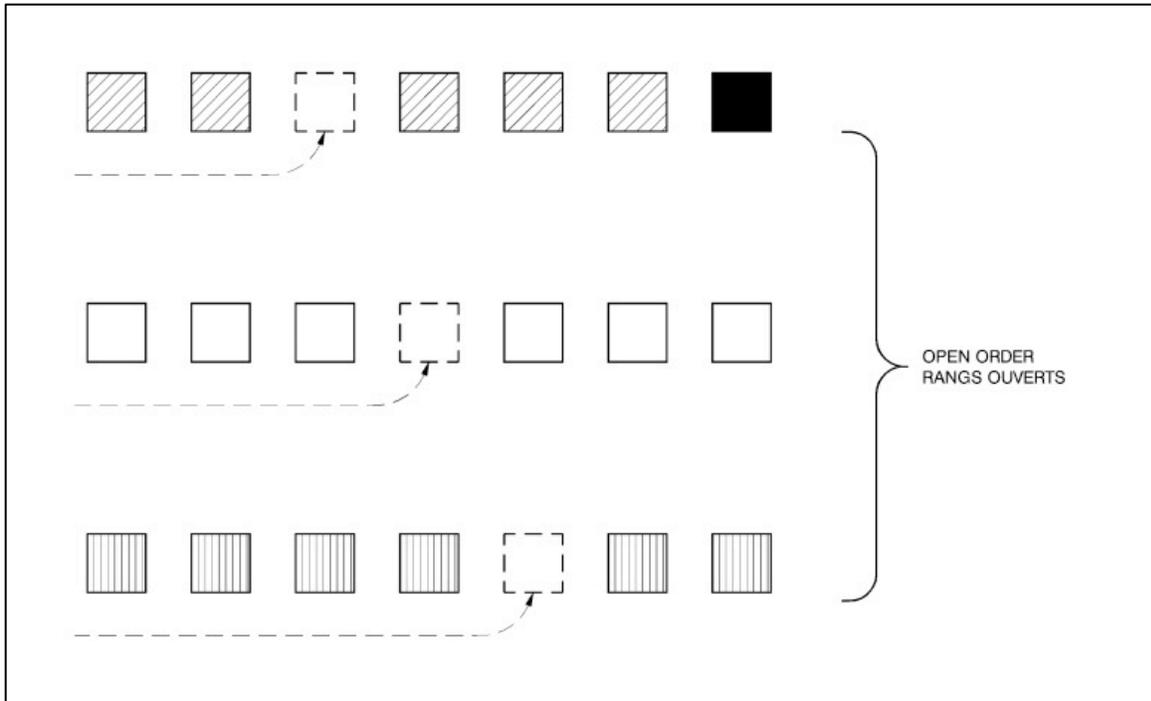
- d. observe the standard pause; and
- e. march off independently, in quick time, from the place of parade.



**Figure 4-13** Falling out of Individuals

### **FALLING OUT OF RANKS**

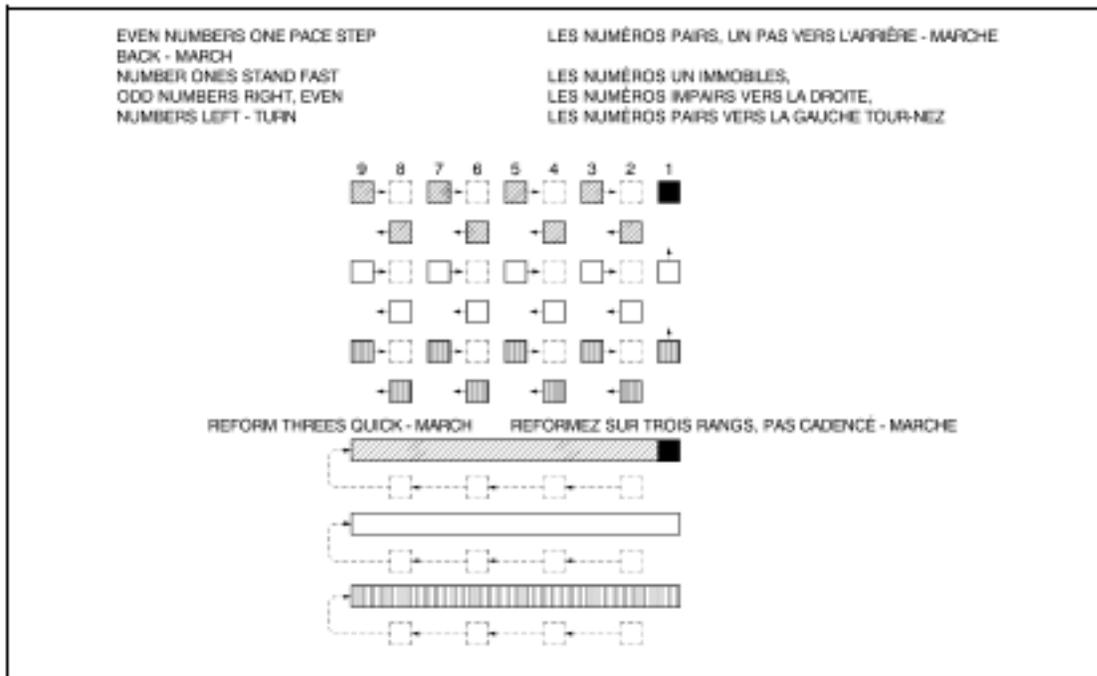
1. The squad shall be at the open order when it is required to fall individuals out.
2. The command FALL – OUT shall be used when an individual is called out of the squad.
3. On the command FALL – OUT, the person ordered shall come to attention, and, after a standard pause, march, wheeling immediately, to the right flank of his rank and then proceed in the required direction, ensuring that he does not proceed in front of or with the ranks of another sub-unit (see Figure 4-13).



**Figure 4-14** Falling in of Individuals

**FALLING INDIVIDUALS IN**

1. On the command FALL – IN, the individual ordered marches to the left rank of the squad and returns to his position by marching in rear of his rank, wheeling into his original position and halting. The individual shall pick up his dressing and either remain at attention or stand at ease as required (see Figure 4-14).



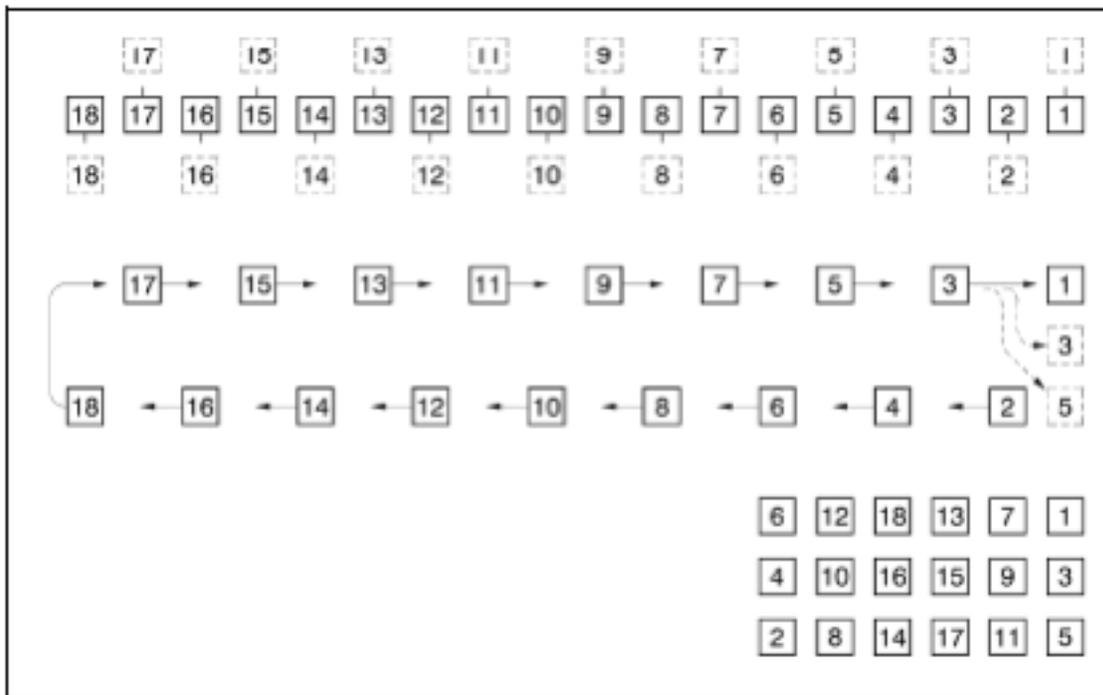
**Figure 4-15** Sizing in Three Ranks

## **SIZING IN THREE RANKS**

1. A squad is sized to align individual member's heights for aesthetic balance and give the best general impression to a spectator.
2. On the command **TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN THREE RANKS – SIZE**, the squad shall turn right, observe the standard pause, then arrange themselves according to height, with tallest on the right and shortest on the left in three ranks, shoulder to shoulder dressing and covering off front to rear.
3. The instructor shall give the commands **OPEN ORDER – MARCH**; and **SQUAD – NUMBER**.
4. On the command **EVEN NUMBERS ONE PACE STEP BACK – MARCH**, the even numbers shall step back one half pace.
5. On the command **NUMBER ONES STAND FAST; ODD NUMBERS RIGHT, EVEN NUMBERS LEFT – TURN**, the squad shall act as ordered.
6. On the command **REFORM THREES, QUICK – MARCH** (Figure 4-15):
  - a. the right file shall stand fast.
  - b. the remainder of the odd numbers shall march forward and form up on the left of the number one of each rank.
  - c. the even numbers of each rank shall wheel around to the right and follow the odd numbers of their respective rank.
  - d. when each member arrives in his new position, he shall halt at arm's-length interval, observe the standard pause, turn left and remain at attention.

## **SIZING IN TWO RANKS AND REFORMING THREES**

1. On the command **TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN TWO RANKS – SIZE**, the squad shall turn right, observe the standard pause, then arrange themselves according to height, with tallest on the right and shortest on the left in two ranks, shoulder to shoulder dressing and covering off front to rear.
2. On the command **MARKER STAND FAST, FRONT RANK RIGHT, REAR RANK LEFT – TURN**, the ranks shall act as ordered
3. On the command **REFORM THREES, QUICK – MARCH**, the squad reforms three ranks as follows:
  - a. the marker remains the right-hand person of the front rank.
  - b. the second member of the front rank becomes the right-hand person of the centre rank.
  - c. the third member of the front rank becomes the right-hand person of the rear rank.
  - d. the rear rank wheels right following the front rank and as each member closes up towards his new position, he shall follow the procedure as detailed in subparagraphs a., b. and c.
  - e. when each member arrives in his new position, he shall halt at arm's-length interval, observe the standard pause, turn left and remain at attention.



**Figure 4-16** Sizing in Single Rank

#### **SIZING IN SINGLE RANK AND REFORMING THREES**

1. On the command **TALLEST ON THE RIGHT, SHORTEST ON THE LEFT, IN A SINGLE RANK – SIZE**, the squad shall turn right, observe the standard pause, then arrange themselves according to height, with tallest on the right and shortest on the left in one single rank, shoulder to shoulder dressing and covering off front to rear.
2. On the command **SQUAD – NUMBER**, the squad shall act as ordered.
3. On the command **ODD NUMBERS ONE PACE FORWARD, EVEN NUMBERS ONE PACE STEP BACK – MARCH**, the squad shall act as ordered.
4. On the command **NUMBER ONE STAND FAST, ODD NUMBERS RIGHT, EVEN NUMBERS LEFT – TURN**, the squad shall act as ordered.
5. On the command **REFORM THREES, QUICK – MARCH**, the squad reforms three ranks (Figure 4-16) as follows:
  - a. number one remains the right-hand person of the front rank.
  - b. number one remains the right-hand person of the front rank.
  - c. number five becomes the right-hand person in the rear rank, and so on.
  - d. when each person arrives in his new position, he shall halt, at arm's-length interval, observe the standard pause, turn left and remain at attention.

#### **REFORMING THREE RANKS FROM TWO**

1. Prior to reforming three ranks, the squad shall be in close order.

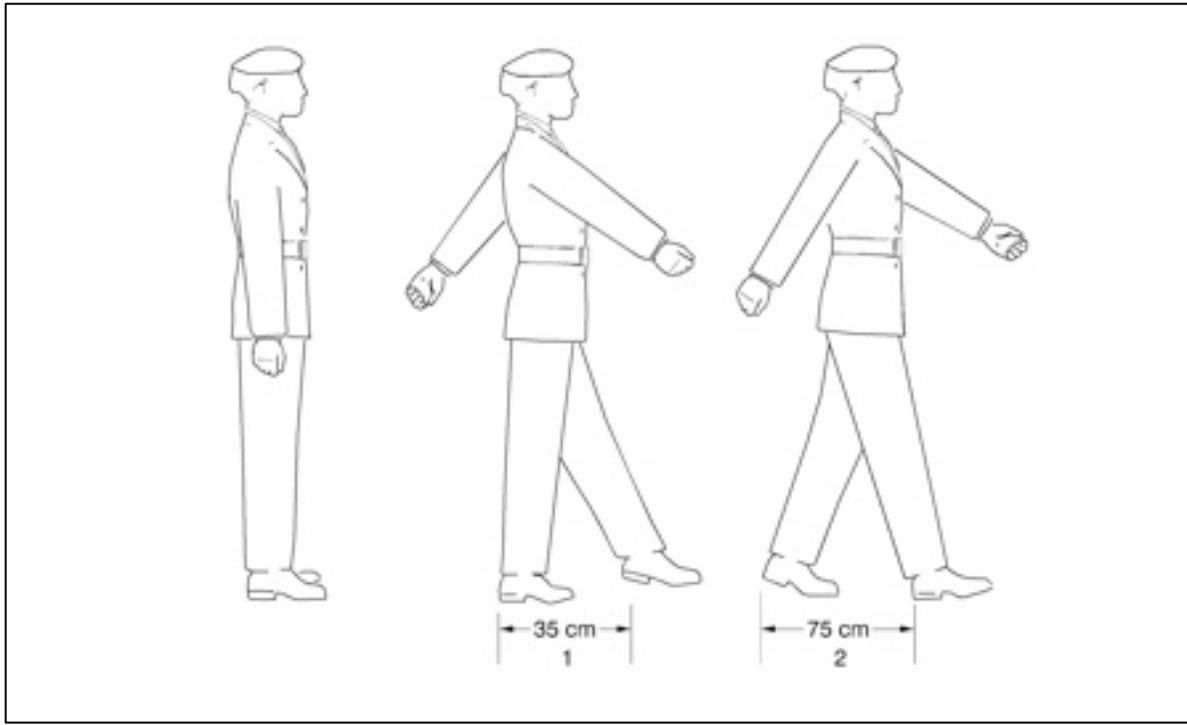
2. On the command REFORM THREE RANKS BY NUMBERS, SQUAD – ONE:
  - a. the original odd numbers of the centre rank take two half paces to the rear.
  - b. the original even numbers of the centre rank take two half paces forward.
3. On the command SQUAD – TWO, the centre rank takes one half pace right close march.
4. On the command REFORM THREE – RANKS, the two movements are combined. A standard pause shall be observed between the movements.
5. After reforming three ranks the squad shall be dressed.

#### **FORMING FOUR OR MORE RANKS**

1. If required, squads may be formed into more than three ranks. For a single squad, this is most simply done when originally assembled. For more than one squad, a single multiple-ranked formation can be assembled by ordering squads together.
2. Common multiple-ranked formations are those with six, nine and twelve ranks.
3. The number of ranks formed shall normally be greater than the number of files.

## SECTION 5

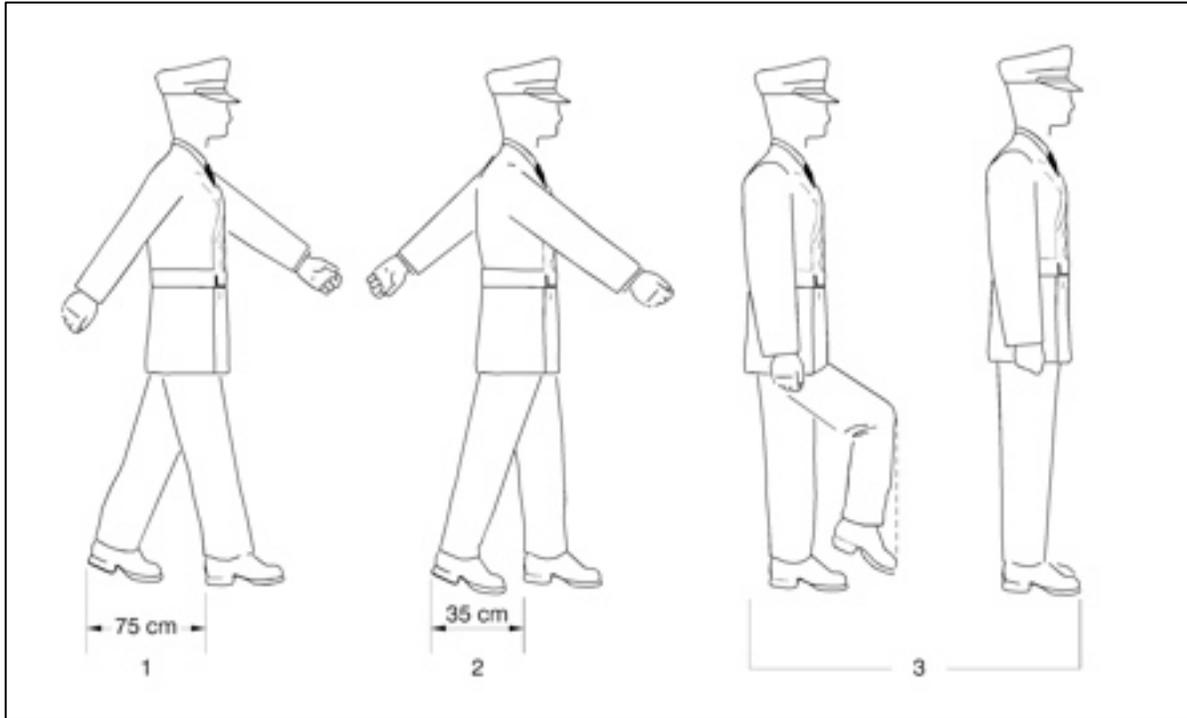
### SQUAD DRILL ON THE MARCH WITHOUT ARMS



**Figure 5-1** Marching in Quick Time

#### MARCHING AND HALTING IN QUICK TIME

1. As illustrated in Figure 5-1, on the command QUICK MARCH BY NUMBERS, SQUAD – ONE, squad members shall:
  - a. shoot the left foot forward one half pace, toe up;
  - b. strike the heel on the ground first and keep the toe pointed directly forward; and
  - c. simultaneously, swing the right arm straight forward and the left arm straight to the rear, waist high.
2. On the command SQUAD – TWO, squad members shall:
  - a. continue marching with subsequent paces of standard length;
  - b. bring the legs forward successively in a straight line;
  - c. swing the arms forward successively in a straight line from the shoulder, front to rear, with hands closed as in the position of attention; and
  - d. maintain dressing by the directing flank.
3. During basic training, recruits shall be directed to swing arms breast-pocket high in order to build agility. Commanding officers may continue this direction at their discretion.
4. On the command QUICK – MARCH, the two movements are combined.



**Figure 5-2** Halting in Quick Time

5. As illustrated in Figure 5-2, on the command HALT BY NUMBERS, SQUAD – ONE given as the left foot is forward and on the ground, squad members shall:
  - a. check the forward movement by placing the right foot flat on the ground naturally, using the heel as a brake; and
  - b. swing the left arm forward and the right arm to the rear.
6. On the command SQUAD – TWO, squad members shall:
  - a. take a half pace with the left foot, placing it flat on the ground; and
  - b. swing the right arm forward and the left to the rear.
7. On the command SQUAD – THREE, squad members shall:
  - a. bend the right knee, straightening it in double time; and
  - b. simultaneously, cut the arms to the side as quickly as possible and assume the position of attention.
8. On the command SQUAD – HALT, the three movements are combined in quick time. The timing is called as “one, one-two”.
9. The command QUICK – MARCH shall always be given to ensure that troops step off in time with a band or another body of troops which is already on the march. It is given on successive right feet of the group which is already moving, i.e., QUICK on the right foot of the marching troops and MARCH on the next right foot.
10. The quick march is performed in a brisk and forceful manner. It may be desirable when marching long distances out of the general public eye to permit the troops to relax. If so, the commander may order MARCH AT – EASE. The cadence and pace length remain unchanged,

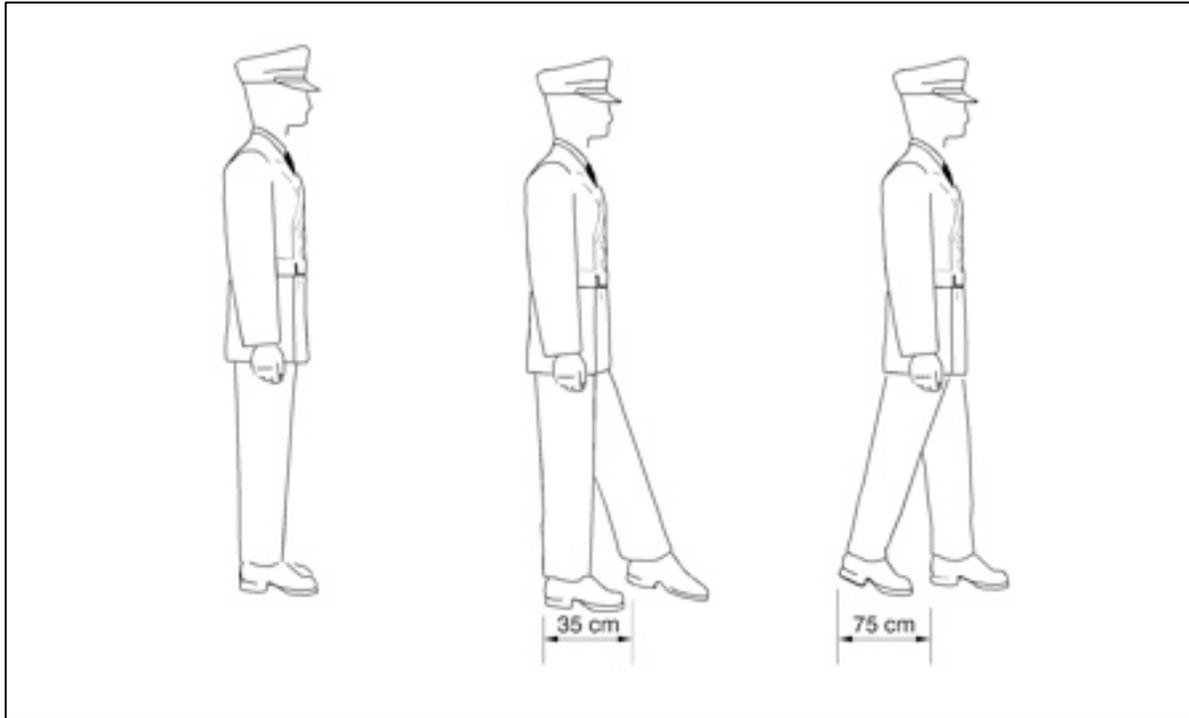
but the troops may otherwise relax. The command to return to normal marching style is MARCH AT ATTENTION. Commanders shall not permit troops to march at ease in public parades, ceremonies or when entering or leaving barracks.



**Figure 5-3** Marching in Double Time

#### **MARCHING AND HALTING IN DOUBLE TIME**

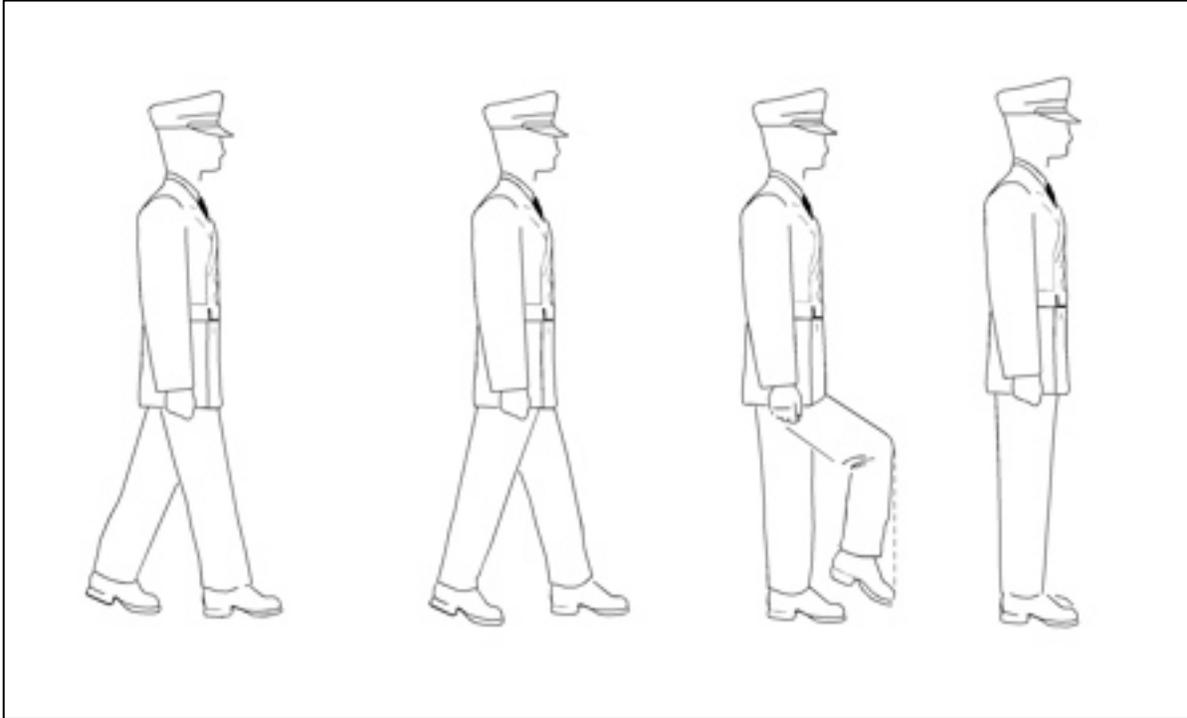
1. As illustrated in Figure 5-3, on the command DOUBLE – MARCH, squad members shall:
  - a. step off with the left foot and double on the balls of the feet with easy swinging strides, inclining the body slightly forward;
  - b. raise the feet clear of the ground at each pace;
  - c. bend the arms at the elbow and, with the hands closed, swing the arms naturally from the shoulder; and
  - d. maintain dressing by the directing flank.
2. On the command SQUAD – HALT given as the left foot is forward and on the ground, squad members shall:
  - a. complete two forward paces; and
  - b. bring the right foot to the left after the second pace and simultaneously cut the arms to the sides and assume the position of attention.
3. It is normal to change into quick time before ordering HALT from double time.



**Figure 5-4** Marching in Slow Time

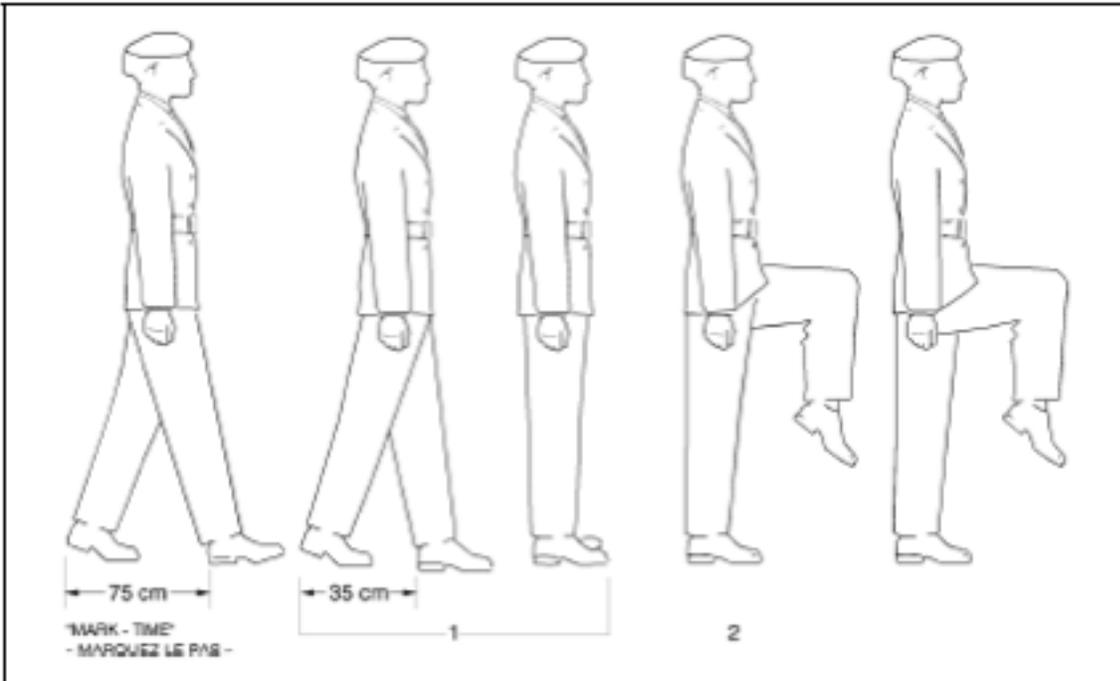
**MARCHING AND HALTING IN SLOW TIME**

1. The slow march develops balance and good carriage and is traditionally part of CF ceremonial.
2. As illustrated in Figure 5-4, on the command SLOW – MARCH, squad members shall:
  - a. Maintain the head and body erect and square to the front, arms steady at the sides, the neck firmly in the back of the collar.
  - b. Shoot the left foot forward smoothly, with the toes just clear of the ground turned out slightly and pointing downwards. Then, without hesitation, complete a gliding half pace, with the ball of the left foot coming to the ground first. All subsequent paces are of standard length and accomplished in the same manner as above. There is no hesitation between the shooting and gliding motions.
  - c. The leg that is forward is straightened as much as possible.
3. Until balance and coordination are achieved, the slow march may be taught initially by having the squad stroll along at a rate of 60 paces to the minute, arms held behind the back and with the toe pointed down, making sure consecutive movements of the feet are smooth and without hesitation. After further practice, the arms shall be held at the sides until the slow march is perfected.



**Figure 5-5** Halting in Slow Time

4. As illustrated in Figure 5-5, on the command SQUAD HALT BY NUMBERS, SQUAD – ONE, given as the right foot is forward and on the ground, squad members shall take a further half pace with the left foot in slow time.
5. On the command SQUAD – TWO, squad members shall bend the right knee and bring the right foot forward in quick time and assume the position of attention.
6. On the command SQUAD – HALT, the two movements are combined. The timing is counted as “one-two”.
7. The slow march is tiring over long distances and is therefore only used during the most important parts of ceremonies. During some funerals the circumstances may require marching in slow time for long distances without the normal change to quick time. The commander may then order FUNERAL – PACE. Cadence, pace and body posture remain unchanged, but the troops may change the formal gliding motion of the feet to a more relaxed walking motion. Care must be taken to keep ankles relaxed and avoid pointing toes up. Formal foot motion is resumed on the command ATTEN – TION.

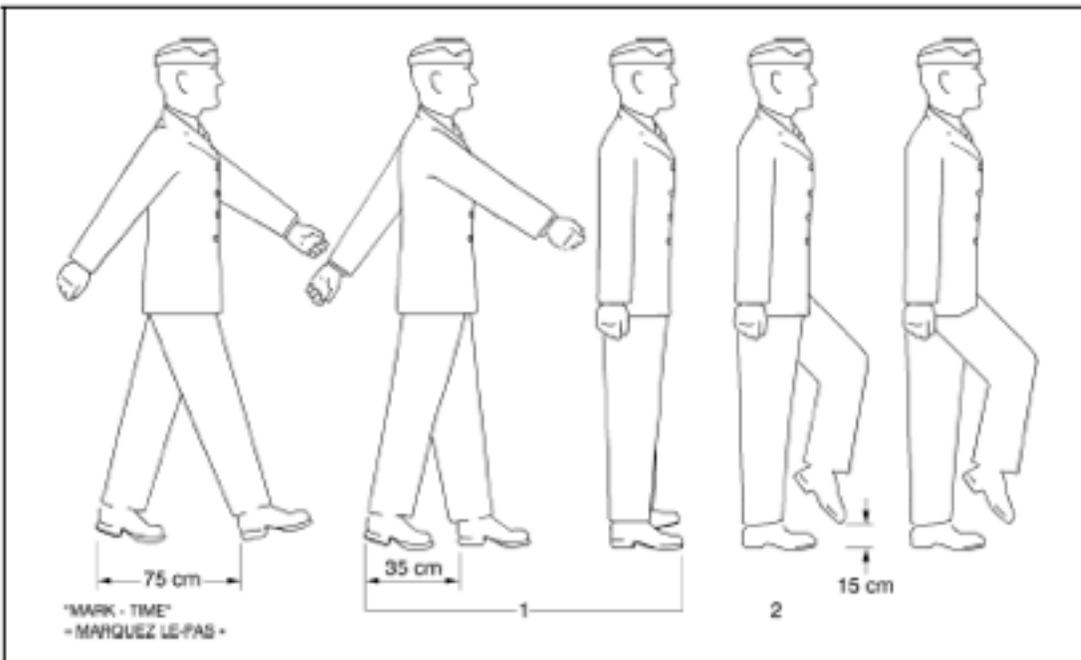


**Figure 5-6** Marking Time in Slow Time

**MARK TIME, FORWARD AND HALT IN SLOW TIME**

1. As illustrated in Figure 5-6, marking time is carried out at the same cadence as for marching. Only the legs are moved and the upper portion of the body remains in the position of attention with arms at the side.
2. On the command MARK TIME BY NUMBERS, SQUAD – ONE given as the right foot is forward on the ground, squad members shall:
  - a. take a half pace with the left foot, placing the foot flat on the ground naturally; and
  - b. maintaining the same cadence, bring the right foot into the left in a straight leg manner, not scraping the ground, and assume the position of attention.
3. On the command SQUAD – TWO, squad members shall:
  - a. bend the left knee so that the thigh is parallel to the ground and the foot at a natural angle;
  - b. place the toe on the ground before the heel as the leg is lowered; and
  - c. place the toe on the ground before the heel as the leg is lowered; and
  - d. avoid stamping feet.
4. On the command MARK – TIME, the two movements are combined.
5. The timing is:
  - a. Count: LEFT – IN – LEFT – RIGHT – LEFT
  - b. Foot: LEFT – RIGHT – LEFT – RIGHT – LEFT

6. On the command FOR – WARD given as the left foot is on the ground, squad members shall:
  - a. maintaining the same cadence, straighten the right leg and assume the position of attention; and
  - b. shoot the left foot forward in a half pace, with the toe just clear of the ground, and continue marching in slow time.
7. On the command SQUAD – HALT given as the left foot is on the ground, squad members shall straighten the right leg in quick time and assume the position of attention.
8. The timing for the halt is counted as one in quick time.
9. To mark time from the halt the command shall be, SLOW MARK – TIME.

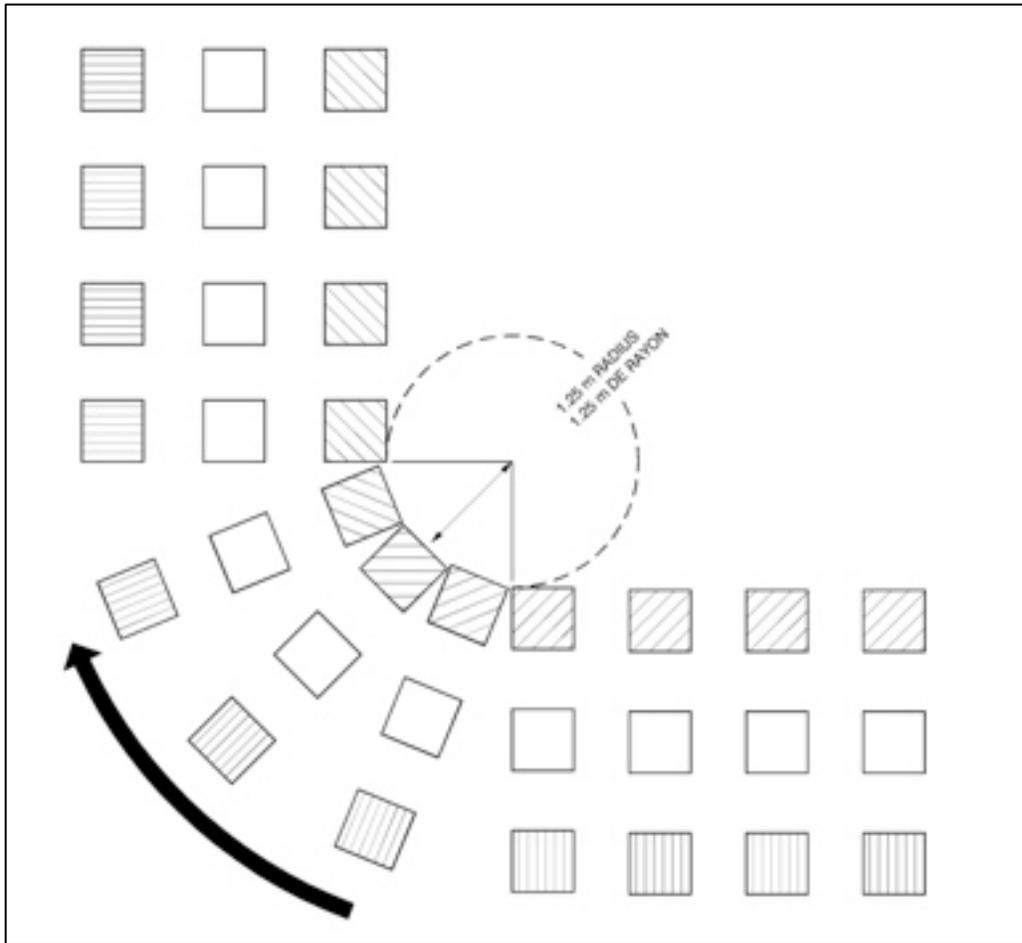


**Figure 5-7** Marking Time in Quick Time

### **MARK TIME, FORWARD AND HALT IN QUICK TIME**

1. Marking time in quick time is carried out at the same cadence as for marching (Figure 5-7).
2. On the command MARK TIME BY NUMBERS, SQUAD – ONE given as the right foot is on the ground, squad members shall:
  - a. take a half pace with the left foot, placing the foot flat on the ground naturally;
  - b. bring the right foot into the left in a straight leg manner, not scraping the ground;
  - c. simultaneously, cut the arms to the sides and assume the position of attention; and
  - d. maintain the same cadence
3. On the command SQUAD – TWO, squad members shall:
  - a. bend the left knee;

- b. place the toe on the ground before the heel as the leg is lowered; and
  - c. continue to mark time until the command FOR – WARD or HALT is given.
- 4. On the command MARK – TIME, the two movements are combined.
- 5. The timing is:
  - a. Count: LEFT – IN – LEFT – RIGHT – LEFT
  - b. Foot: LEFT – RIGHT – LEFT – RIGHT – LEFT
- 6. On the command FOR – WARD given as the left foot is on the ground, squad members shall:
  - a. straighten the right leg and assume the position of attention;
  - b. shoot the left foot forward in a half pace; and
  - c. continue marching in quick time, swinging the right arm forward and the left to the rear.
- 7. On the command SQUAD – HALT given as the left foot is on the ground, squad members shall:
  - a. take a further mark time pace with the right foot;
  - b. take a further mark time pace with the left foot; and
  - c. straighten the right leg in double time and assume the position of attention.
- 8. The timing for the halt is counted “one, one-two”.
- 9. To mark time from the halt the command shall be, QUICK MARK – TIME.



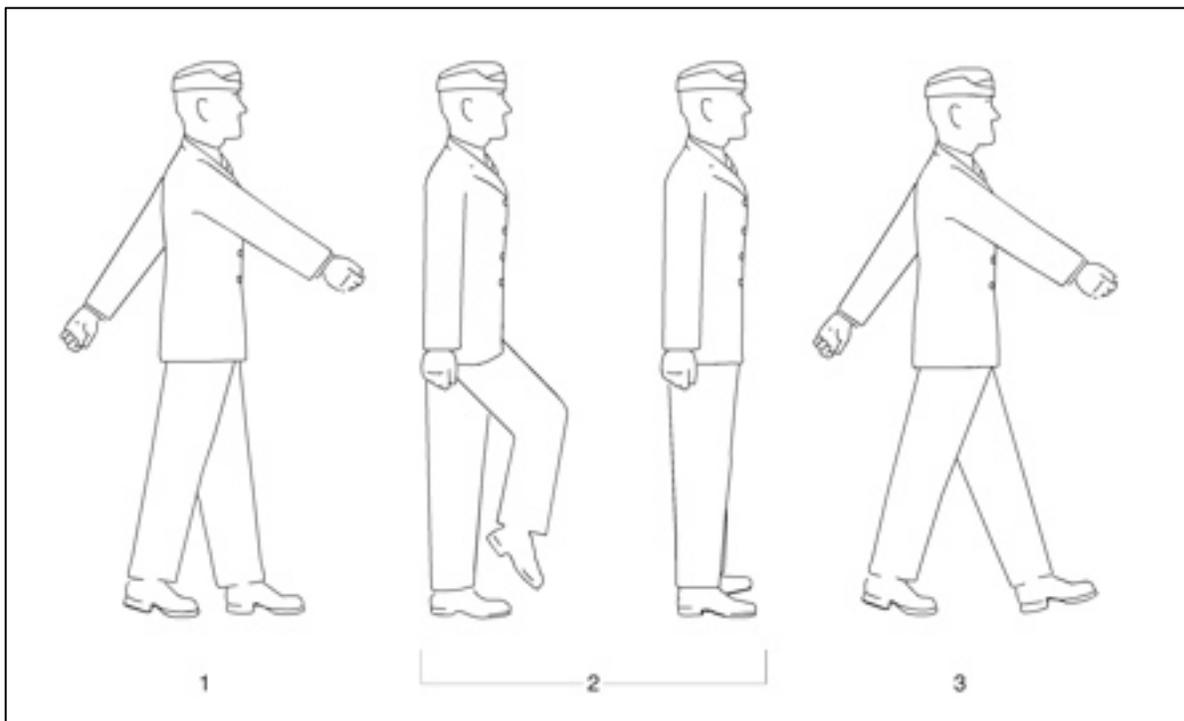
**Figure 5-8** Wheeling

### **WHEELS**

1. As illustrated in Figure 5-8 on the command RIGHT (LEFT) – WHEEL, the leading file of threes wheels around one quarter of the circumference of a circle having a radius of 1.25 m, changing direction by 90 degrees.
2. The inner rank shall step short, the center rank shall maintain the length of pace and the outside rank shall step out, without altering the cadence, to enable the file to wheel in line.
3. Dressing is maintained by the inner flank while wheeling. The head will be kept to the front.
4. When the leading file has wheeled 90 degrees, it shall march in the new direction, resuming the normal pace. On completion of the wheel, the directing flank shall be confirmed or indicated by order, BY THE RIGHT (LEFT), normally maintaining the directing flank noted in paragraph 11.
5. The remaining files shall follow the lead file, wheeling at exactly the same point.
6. If the squad is ordered to halt or mark time, and only part of the squad has completed the wheel, the squad shall remain in this position unless the command REAR FILES – COVER is ordered. On the command REAR FILES – COVER, by taking short quick paces with the left foot first, the files at the rear cover off the files that are facing the new direction.
7. When it is desired to wheel less than an angle of 90 degrees, the command FOR – WARD is ordered when the leading file is facing the required direction.

## STEPPING OUT AND STEPPING SHORT

1. Stepping out is used to increase the distance to be covered without altering the cadence, and stepping short to decrease the distance to be covered without altering the cadence.
2. On the command STEP – OUT given as the left foot is forward and on the ground:
  - a. the pace shall be lengthened by about 10 cm on the next left foot; and
  - b. the squad shall continue to step out until the command QUICK – MARCH is ordered
3. On the command QUICK – MARCH given as the left foot is forward and on the ground, the pace will be shortened to the normal length on the next left foot.
4. On the command STEP – SHORT given as the left foot is forward and on the ground:
  - a. the pace shall be shortened by about 20 cm on the next left foot; and
  - b. the squad shall continue to step short until the command QUICK – MARCH is ordered.
5. On the command QUICK – MARCH given as the left foot is forward and on the ground, the pace will be lengthened to the normal length on the next left foot.



**Figure 5-9** Change Step on the March in Quick Time

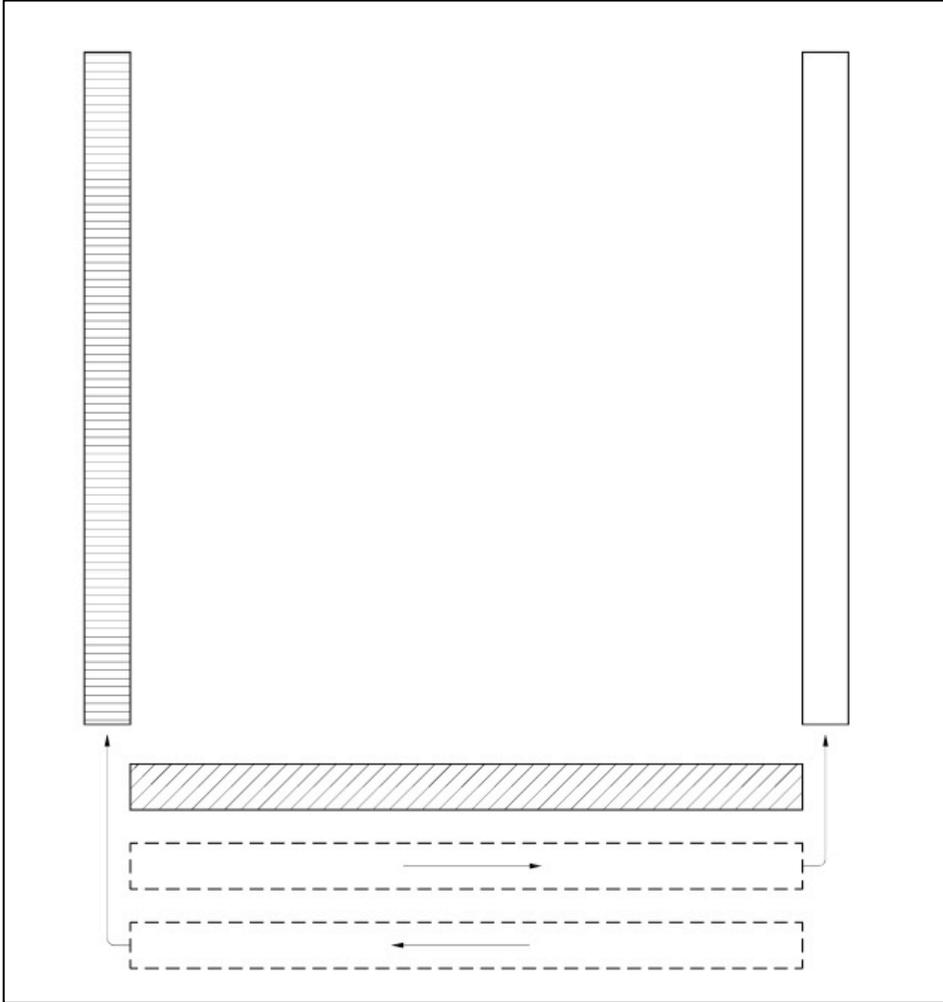
## CHANGE STEP ON THE MARCH

1. In slow time, on the command CHANGE STEP BY NUMBERS, SQUAD – ONE given as the right foot is forward and on the ground, squad members shall:
  - a. complete a half pace with the left foot;
  - b. force the weight forward on the left foot; and
  - c. raise the right heel off the ground.

2. On the command SQUAD – TWO, squad members shall:
  - a. bring the right foot forward in quick time by bending the right knee;
  - b. straighten the right leg in quick time and place the right foot smartly beside the left; and
  - c. as the right foot strikes the ground, shoot the left foot forward in a half pace just above the ground with the toe pointed down as in slow time.
3. On the command SQUAD – THREE, squad members shall complete the glide pace with the left foot and carry on slow marching.
4. On the command CHANGE – STEP, the three movements are combined. The timing is counted as “left, right, left” in quick time, thus maintaining slow march cadence while changing the step.
5. In quick time (Figure 5-9), on the command CHANGE STEP BY NUMBERS SQUAD – ONE given as the right foot is forward and on the ground, squad members shall:
  - a. complete a half pace with the left foot;
  - b. swing the right arm forward;
  - c. swing the left arm to the rear;
  - d. force the weight forward on the left foot; and
  - e. raise the right heel off the ground.
6. On the command SQUAD – TWO, squad members shall:
  - a. cut the arms to the side as in the position of attention;
  - b. bring the right foot forward in double time by bending the right knee;
  - c. straighten the right leg in double time and place the right foot smartly beside the left;and
  - d. as the right foot strikes the ground, shoot the left foot forward in a half pace, landing on the heel with the toe up.
7. On the command SQUAD – THREE, squad members shall:
  - a. swing the right arm forward;
  - b. swing the left arm to the rear; and
  - c. continue marching in quick time.
8. On the command CHANGE – STEP, the three movements are combined. The timing is counted, as “left, right, left” in double time, thus maintaining quick mark cadence.

#### **CHANGE STEP WHEN MARKING TIME**

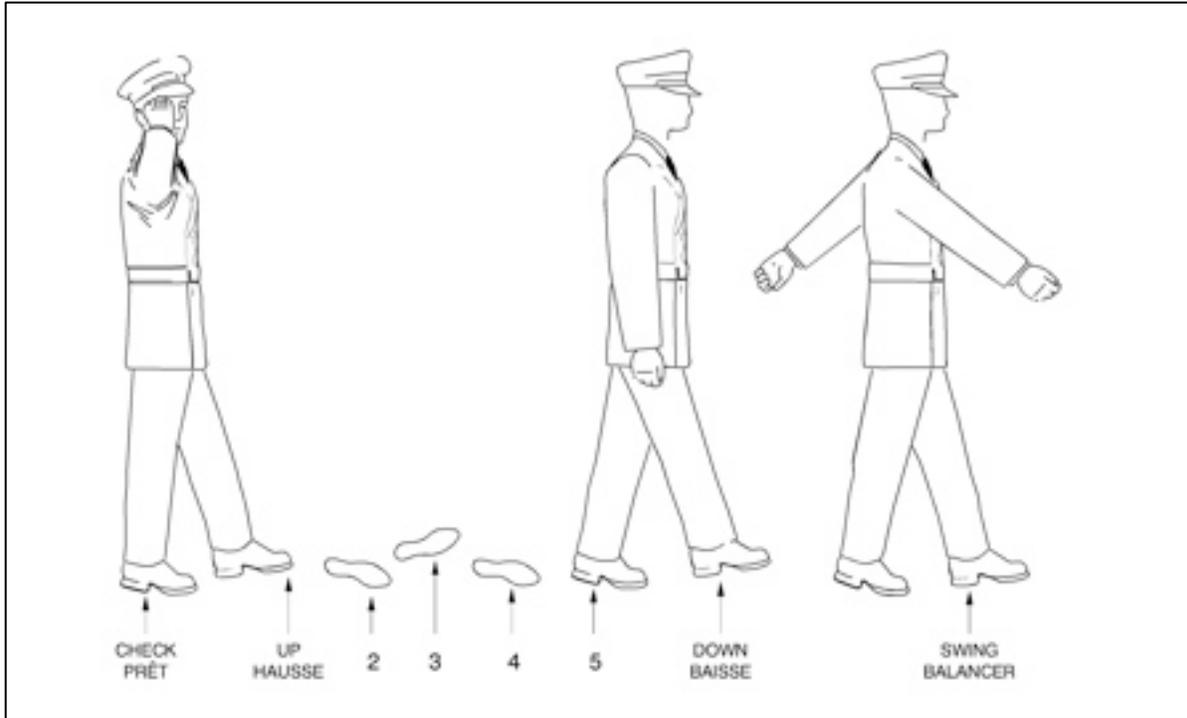
1. In slow time or quick time, on the command CHANGE – STEP given as the right foot is on the ground, squad members shall:
  - a. take two successive mark time paces with the left foot; and
  - b. continue marking time.
2. The timing is counted as “left, left-right” in the same cadence as marking time.



**Figure 5-10** Forming Hollow Square

**FORM HOLLOW SQUARE**

1. The squad shall be in line in three ranks prior to forming hollow square (Figure 5-10).
2. On the command FORM HOLLOW SQUARE, CENTRE RANK RIGHT, REAR RANK LEFT – TURN, the squad acts as ordered.
3. On the command CENTRE RANK LEFT WHEEL, REAR RANK RIGHT WHEEL, QUICK – MARCH, the squad acts as ordered.
4. The command MARK – TIME shall be given when the rear individuals of the centre and rear ranks are one pace in front of the front rank.
5. On the command SQUAD – HALT, the squad acts as ordered.
6. On the command CENTRE RANK LEFT, REAR RANK RIGHT – TURN, the squad acts as ordered.
7. The reverse procedure is used to reform the squad into three ranks.

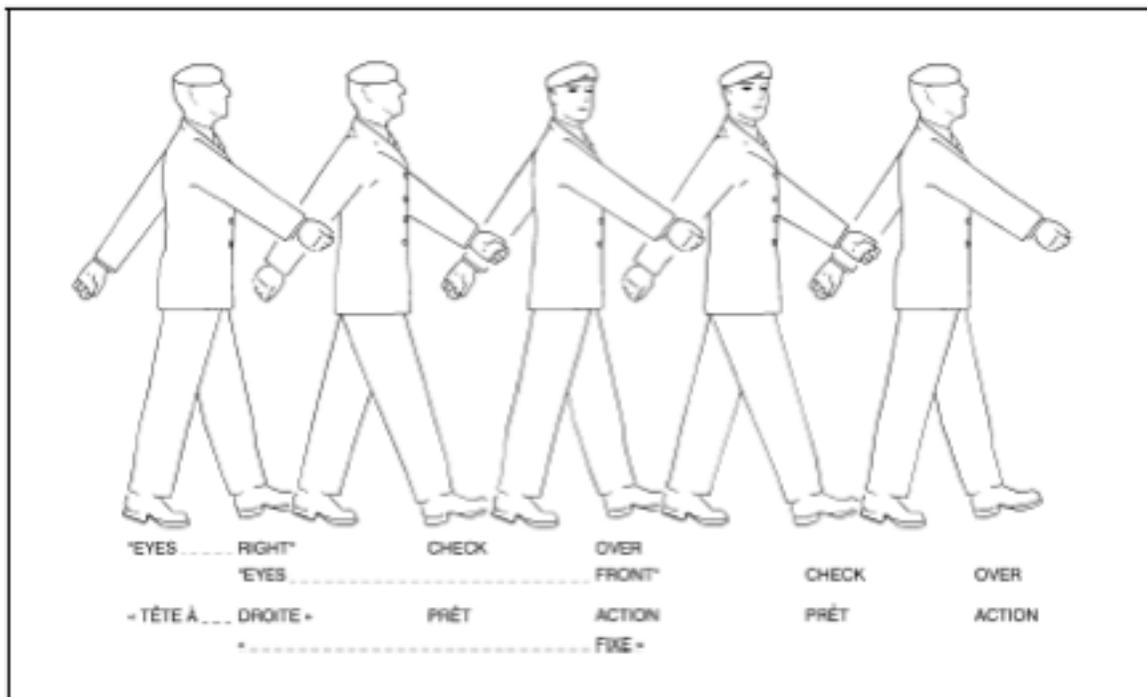


**Figure 5-11** Saluting on the March without Arms

### **SALUTE ON THE MARCH WITHOUT ARMS**

1. The movements of the salute to the front and to a flank shall be executed as described in Section 1, paragraphs 1 to 8 of saluting, at the halt, without arms.
2. When a service member salutes on the march, he shall commence the drill movement five paces before reaching an officer, look directly into the officer's eyes by turning his head in the required direction on the commencement of the salute, and complete the salute one pace beyond him. This permits the officer to return the salute before the member has passed (Figure 5-11).
3. On the command TO THE RIGHT (LEFT) SALUTE BY NUMBERS, SQUAD – ONE given as the left foot is forward and on the ground, squad members shall:
  - a. complete the next pace with the right foot; and
  - b. swing the left arm forward and the right arm to the rear normally.
4. On the command SQUAD – TWO, squad members shall:
  - a. complete the next pace with the left foot;
  - b. cut the left arm to the side; and
  - c. cut the right arm forward to the side and then up into the salute in one continuous movement. While saluting, the head is turned right (left) as far as possible without straining as appropriate.
6. On the command SQUAD – THREE, squad members shall complete four paces in quick time, ending with the left foot forward.

7. On the command SQUAD – FOUR, squad members shall:
  - a. complete a pace with the right foot; and
  - b. cut the right arm to the side.
8. On the command SQUAD – FIVE, squad members shall continue marching.
9. On the command TO THE RIGHT (LEFT) – SALUTE, the movements are combined.
10. The timing for the salute is counted as follows:
  - a. Count: CHECK – UP – TWO – THREE – FOUR FIVE – DOWN – SWING
  - b. Foot: RIGHT – LEFT – RIGHT – LEFT – RIGHT – LEFT – RIGHT – LEFT
11. When teaching by numbers, on all commands the weight of the body is on the forward foot with the rear heel off the ground; however on the command SQUAD – TWO, the weight is on the rear foot with the toe up. The squad shall call the time in accordance with paragraph 10.

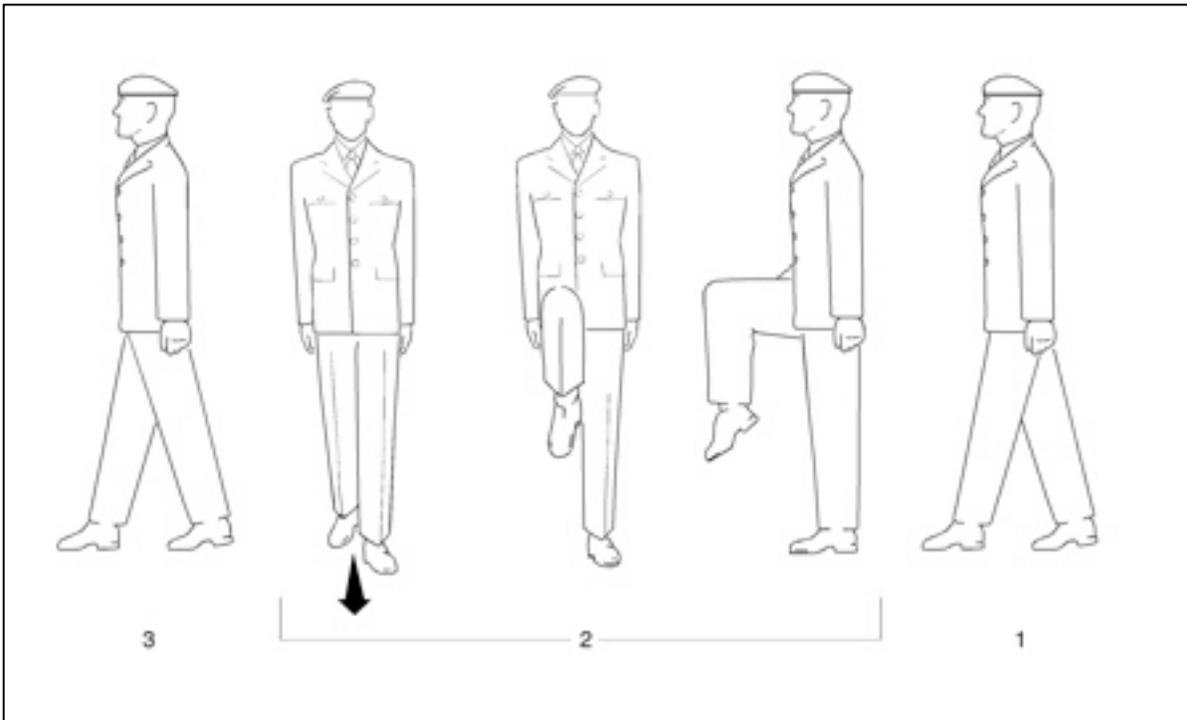


**Figure 5-12** Eyes Right on the March without Arms

#### **PAYING UNIT COMPLIMENTS WITH A SQUAD ON THE MARCH**

1. As illustrated in Figure 5-12, on the command EYES – RIGHT (LEFT), given as the left foot is forward and on the ground:
  - a. squad members shall complete the next pace forward with the right foot and, as the left foot comes forward again and strikes the ground, turn the head and eyes to the right (left) as far as possible without straining and look directly into the eyes of the personage being saluted;
  - b. squad members shall continue swinging arms;

- c. the leading person on the directing flank shall maintain head and eyes to the front to keep direction; and
  - d. the person in command of the squad salutes.
2. On the command EYES – FRONT given as the left foot is forward and on the ground:
- a. squad members shall complete the next pace forward with the right foot and, as the left foot comes forward again and strikes the ground, cut the head and eyes smartly to the front; and
  - b. the person in command of the squad completes the salute on the right foot by checking his arms to his sides and commences to swing his arms on the following pace with the left foot.

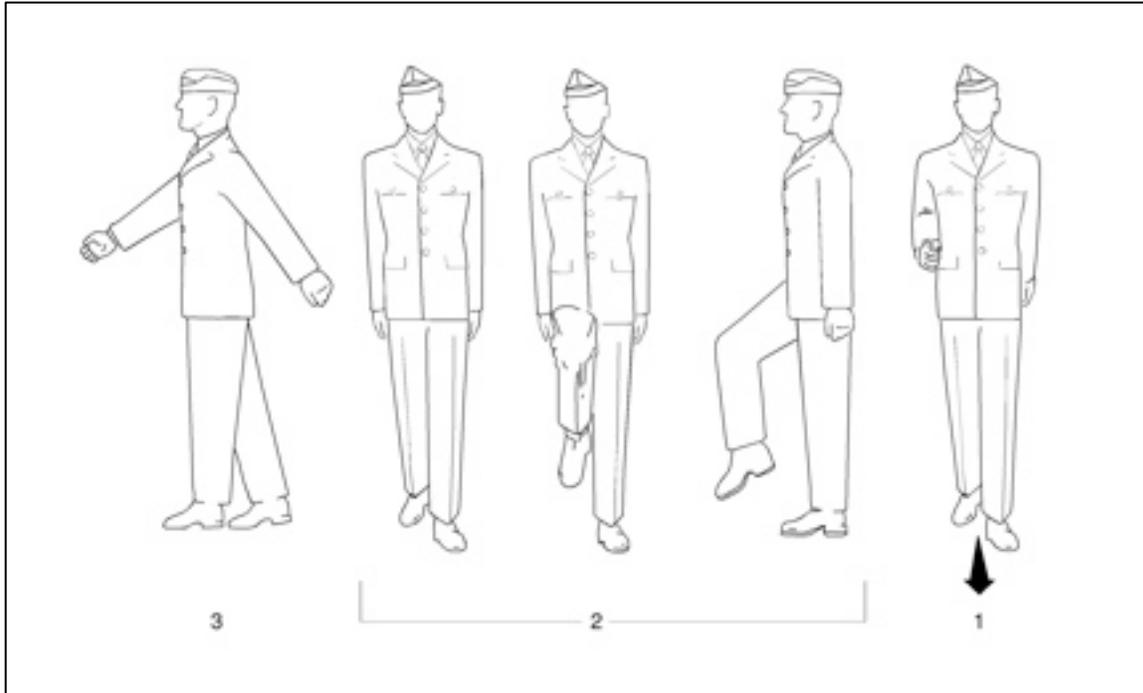


**Figure 5-13** Turns in Slow Time

#### **TURNS AND INCLINES ON THE MARCH IN SLOW TIME**

1. Turns and inclines on the march are executed to change direction (see Figure 5-13).
2. On the command LEFT TURN BY NUMBERS, SQUAD – ONE given as the right foot is forward and on the ground, squad members shall complete a half pace with the left foot and freeze.
3. On the command SQUAD – TWO, squad members shall:
  - a. bend the right knee so the upper leg is parallel to the ground;
  - b. using the momentum of the knee, force the shoulders 90 degrees to the left to face the new direction, while simultaneously pivoting on the ball of the left foot 90 degrees to the left;
  - c. straighten the right leg as in the position of attention;

- d. immediately shoot the left foot forward in a half pace with the toe just clear of the ground;
  - e. keep the body and head held up; and
  - f. keep the arms, body and head steady.
4. On the command SQUAD – THREE, squad members shall complete the half pace with the left foot and continue marching.
5. On the command LEFT – TURN, the three movements are combined into one continuous movement and the cadence is maintained.
6. The timing is:
  - a. Count: CHECK – PIVOT – LEFT – RIGHT – LEFT
  - b. Foot: LEFT – RIGHT – LEFT – RIGHT – LEFT
7. On the command LEFT IN – CLINE, the drill described for turning to the left is followed except that the turn is made through 45 degrees.
8. On the command RIGHT TURN BY NUMBERS, SQUAD – ONE given as the left foot is forward and on the ground, squad members shall complete a half pace with the right foot.
9. On the command SQUAD – TWO, squad members shall:
  - a. bend the left knee so the upper leg is parallel to the ground;
  - b. using the momentum of the knee, force the shoulders 90 degrees to the right to face the new direction, while simultaneously pivoting on the ball of the right foot 90 degrees to the right;
  - c. straighten the left leg as in the position of attention;
  - d. immediately shoot the right foot forward in a half pace with the toe just clear of the ground;
  - e. keep the body and head held up; and
  - f. keep the arms, body, and head steady.
10. On the command SQUAD – THREE, squad members shall complete the half pace with the right foot and continue marching.
11. On the command RIGHT – TURN, the three movements are combined into one continuous movement and the cadence is maintained.
12. The timing is:
  - a. Count: CHECK – PIVOT – RIGHT – LEFT – RIGHT
  - b. Feet: RIGHT – LEFT – RIGHT – LEFT – RIGHT
13. On the command RIGHT IN – CLINE, the drill described for turning to the right is followed except that the turn is made through 45 degrees.

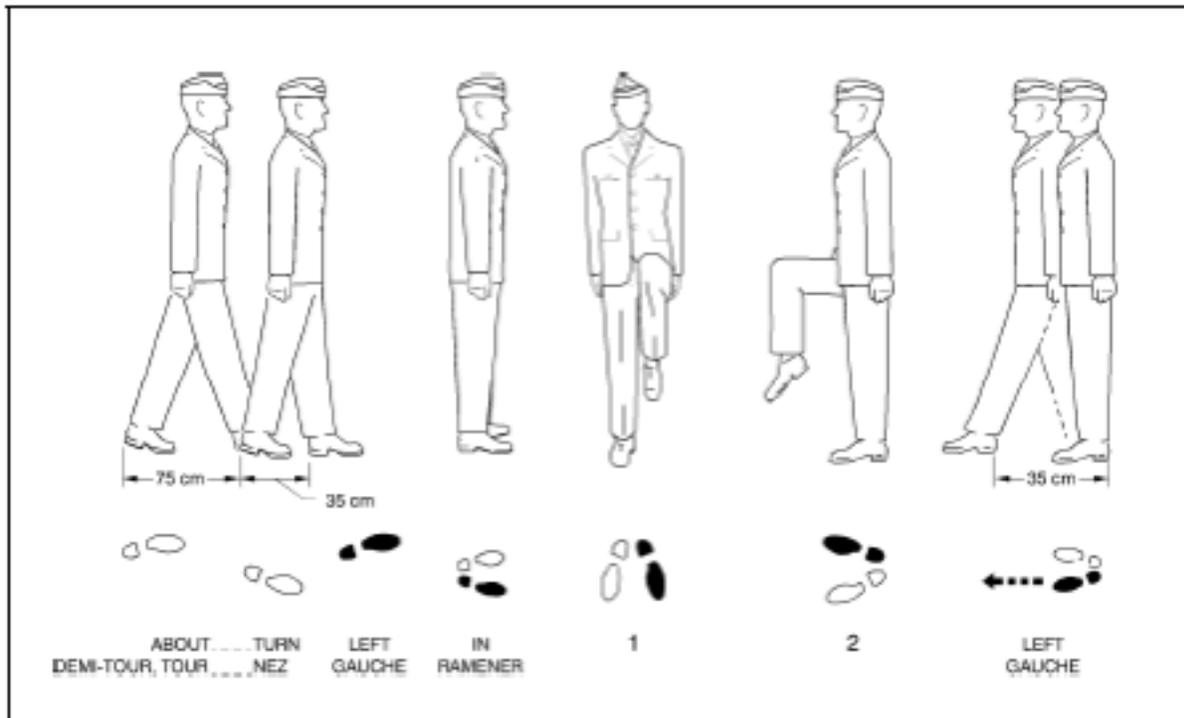


**Figure 5-14** Turns in Quick Time

**TURNS AND INCLINES ON THE MARCH IN QUICK TIME**

1. Turns and inclines on the march are executed to change direction (see Figure 5-14).
2. On the command LEFT TURN BY NUMBERS, SQUAD – ONE, given as the right foot is forward and on the ground, squad members shall complete a half pace with the left foot with the right arm swung forward and the left to the rear.
3. On the command SQUAD – TWO, squad members shall:
  - a. cut the arms to the side as in the position of attention;
  - b. bend the right knee;
  - c. using the momentum of the knee, force the shoulders 90 degrees to the left to face the new direction, while simultaneously pivoting on the ball of the left foot 90 degrees to the left;
  - d. straighten the right leg as in the position of attention;
  - e. immediately shoot the left foot forward in a half pace with the toe just clear of the ground;
  - f. keep the body and head held up; and
  - g. keep the arms, body and head steady.
4. On the command SQUAD – THREE, squad members shall complete the half pace with the left foot and continue marching (swinging the arms).
5. On the command LEFT – TURN, the three movements are combined into one continuous movement and the cadence is maintained.

6. The timing is:
  - a. Count: CHECK – PIVOT – LEFT – RIGHT – LEFT
  - b. Feet: LEFT – RIGHT – LEFT – RIGHT – LEFT
7. On the command LEFT IN – CLINE, the drill described for turning to the left is followed except that the turn is made to 45 degrees.
8. On the command RIGHT TURN BY NUMBERS, SQUAD – ONE given as the left foot is forward and on the ground, squad members shall complete a half pace with the right foot, swing the left arm forward and the right to the rear.
9. On the command SQUAD – TWO, squad members shall:
  - a. cut the arms to the side as in the position of attention;
  - b. bend the left knee;
  - c. using the momentum of the knee, force the shoulders 90 degrees to the right to face the new direction, while simultaneously pivoting on the ball of the right foot 90 degrees to the right;
  - d. straighten the left leg as in the position of attention;
  - e. immediately shoot the right foot forward in a half pace with the toe just clear of the ground;
  - f. keep the body and head held up; and
  - g. keep the arms, body and head steady.
10. On the command SQUAD – THREE, squad members shall complete the half pace with the right foot and continue marching.
11. On the command RIGHT – TURN, the three movements are combined into one continuous movement and the cadence is maintained.
12. The timing is counted as:
  - a. Count: CHECK – PIVOT – RIGHT – LEFT – RIGHT
  - b. Feet: RIGHT – LEFT – RIGHT – LEFT – RIGHT
13. On the command RIGHT IN – CLINE, the drill described for turning to the right is followed, except that the turn is made to 45 degrees.

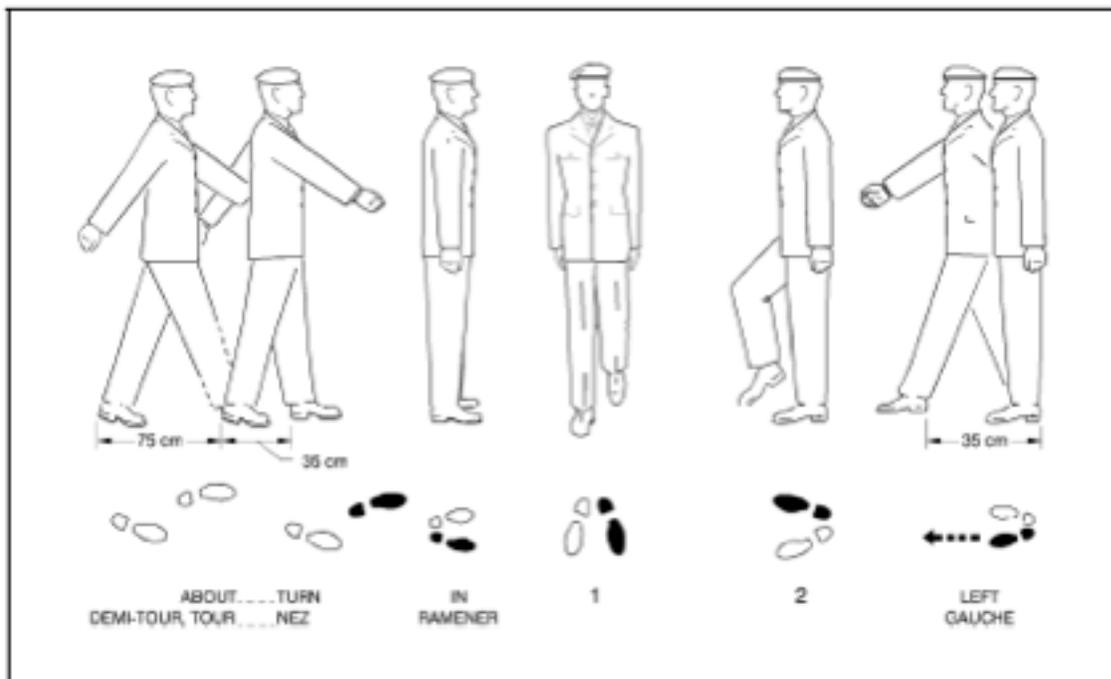


**Figure 5-15** About Turn in Slow Time

#### **ABOUT TURN ON THE MARCH IN SLOW TIME**

1. On the command ABOUT TURN BY NUMBERS, SQUAD – ONE given as the right foot is forward and on the ground (Figure 5-15), squad members shall:
  - a. take a half pace with the left foot placing the foot flat on the ground naturally;
  - b. bring the right foot in to the left, in a straightleg manner without scraping the ground, to the position of attention;
  - c. bring the right foot in to the left, in a straightleg manner without scraping the ground, to the position of attention;
  - d. keep the arms to the side.
2. On the command SQUAD – TWO, squad members shall:
  - a. maintain the arms at the sides;
  - b. pivot on the ball of the right foot to force the body through a turn of 90 degrees to the right;
  - c. simultaneously, bend the left knee so that the thigh is parallel to the ground; and
  - d. lower the leg smartly to the ground to assume the position of attention.
3. On the command SQUAD – THREE, squad members shall:
  - a. maintain the arms at the sides;
  - b. pivot on the ball of the left foot to force the body through a turn of 90 degrees to the right;

- c. simultaneously, bend the right knee so that the thigh is parallel to the ground; and
  - d. lower the leg smartly to the ground to assume the position of attention.
4. On the command SQUAD – FOUR, squad members shall step off in slow time with a half pace with the left foot in the new direction.
  5. On the command ABOUT – TURN, the four movements are combined and the cadence is maintained.
  6. The timing is:
    - a. Count: LEFT – IN – ONE – TWO – LEFT
    - b. Feet: LEFT – RIGHT – LEFT – RIGHT – LEFT



**Figure 5-16** About Turn in Quick Time

#### **ABOUT TURN ON THE MARCH IN QUICK TIME**

1. On the command ABOUT TURN BY NUMBERS, SQUAD – ONE given as the right foot is forward and on the ground (Figure 5-16), squad members shall:
  - a. take a half pace with the left foot, placing the foot flat on the ground naturally;
  - b. bring the right foot in to the left, in a straightleg manner above the ground, to the position of attention;
  - c. simultaneously, cut the right arm down and the left in from the rear as the left foot comes in; and
  - d. maintain the cadence.

2. On the command SQUAD – TWO, squad members shall:
  - a. maintain the arms at the sides;
  - b. pivot on the ball of the right foot to force the body through a turn of 90 degrees to the right;
  - c. simultaneously, bend the left knee; and
  - d. lower the leg smartly to the ground to assume the position of attention.
3. On the command SQUAD – THREE, squad members shall:
  - a. maintain the arms at the sides;
  - b. pivot on the ball of the left foot to force the body through a turn of 90 degrees to the right;
  - c. simultaneously, bend the right knee; and
  - d. lower the leg smartly to the ground to assume the position of attention.
4. On the command SQUAD – FOUR, squad members shall step off in quick time with a half pace with the left foot in the new direction.
5. On the command ABOUT – TURN, the four movements are combined and the cadence is maintained.
6. The timing is:
  - a. Count: LEFT – IN – ONE – TWO – LEFT
  - b. Feet: LEFT – RIGHT – LEFT – RIGHT – LEFT
7. When a blank file of one person exists in a squad which is in line, the person shall commence to step short on the cautionary word of command RETIRE (ADVANCE), and execute the about turn with the new leading rank on the executive word TURN.

**CHANGE TO QUICK TIME FROM SLOW TIME**

1. On the command CHANGE TO QUICK TIME, QUICK – MARCH given as the right foot is forward and on the ground, squad members shall step forward with the left foot in quick time, swinging the right arm forward and the left arm to the rear.

**CHANGE TO DOUBLE TIME FROM QUICK TIME**

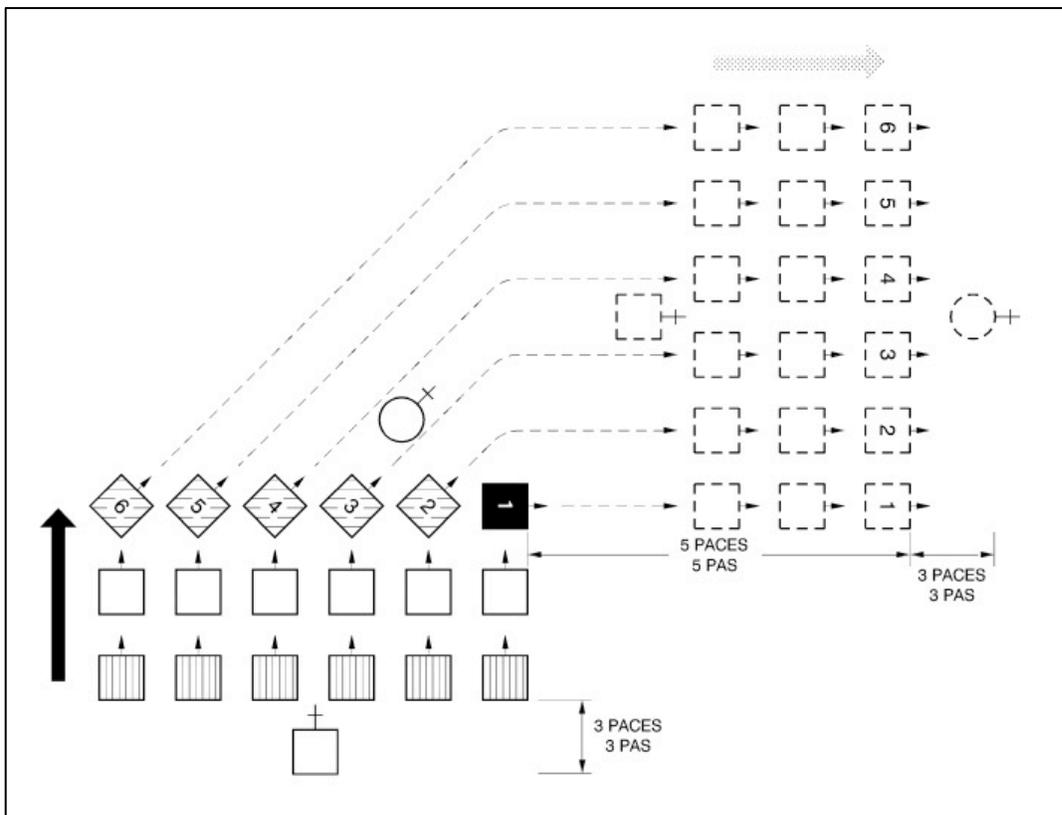
1. On the command CHANGE TO DOUBLE TIME, DOUBLE – MARCH given as the right foot is forward and on the ground, squad members shall step forward with the left foot in double time and with the arms in the position for marching in double time.

**CHANGE TO QUICK TIME FROM DOUBLE TIME**

1. On the command CHANGE TO QUICK TIME, QUICK – MARCH given as the right foot is forward and on the ground, squad members shall shorten the pace to the standard quick march length while completing four more paces in double time and then break into quick time.

## CHANGE TO SLOW TIME FROM QUICK TIME

1. On the command CHANGE TO SLOW TIME, SLOW MARCH BY NUMBERS, SQUAD – ONE given as the right foot is forward and on the ground, squad members shall complete a half pace with the left foot, with the right arm swung forward and the left arm to the rear.
2. On the command SQUAD – TWO, squad members shall cut the arms to the sides as in the position of attention. The right foot is brought forward in double time, the right knee is bent and the right foot placed smartly beside the left. As the right foot strikes the ground, the left foot is shot forward in a half pace just above the ground with the toe pointing down as in slow time.
3. On the command SQUAD – THREE, squad members shall complete the half pace with the left foot and carry on marching in slow time.
4. On the command CHANGE TO SLOW TIME, SLOW – MARCH, the three movements are combined. The timing is counted as “left, right, left” in double time.



**Figure 5-17** Forming from the Halt

## CHANGE DIRECTION BY FORMING FROM THE HALT

1. A form changes the direction faced by a squad in line, while maintaining its formation (see Figure 5-17).
2. To change direction by forming from the halt to the halt, on the command AT THE HALT, CHANGE DIRECTION RIGHT, RIGHT – FORM:
  - a. the leading person on the directing flank turns right;
  - b. the remainder of the front rank makes a right incline; and

- c. the centre and rear rank stand fast.
3. On the command QUICK – MARCH:
    - a. the leading person of the directing flank marches forward five paces and halts; and
    - b. the remainder of the squad steps off, wheeling as necessary to regain their original position to the left of the directing flank, with each successive file halting in succession from right to left, facing the new direction.
  4. To change direction by forming, from the halt to the mark time, on the command CHANGE – DIRECTION RIGHT, RIGHT – FORM:
    - a. the leading person of the directing flank turns right;
    - b. the remainder of the front rank makes a right incline; and
    - c. the centre and rear rank stand fast.
  5. On the command QUICK – MARCH:
    - a. the leading person of the directing flank marches forward five paces and begins marking time on the fifth pace; and
    - b. the remainder of the squad steps off, wheeling as necessary to regain their original position to the left of the directing flank, with each successive file marking time, in succession from right to left, facing the new direction.
  6. On the command FOR – WARD or SQUAD – HALT, the squad acts as ordered.
  7. Changing direction by forming to the left is executed as outlined above, except for “right” read “left”.

#### **CHANGE DIRECTION BY FORMING ON THE MARCH**

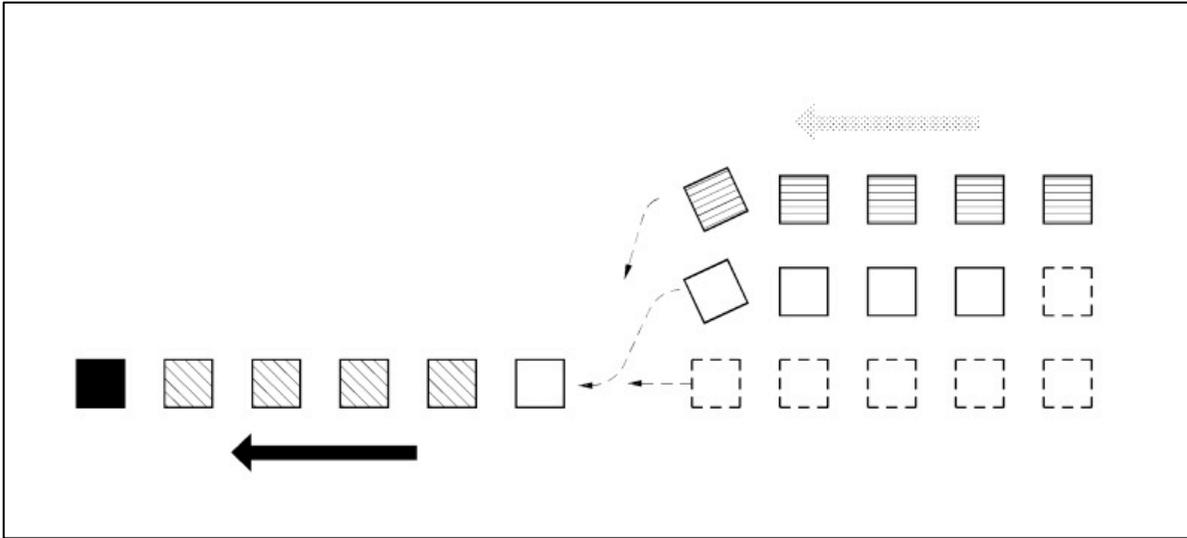
1. On the command AT THE HALT, CHANGE DIRECTION RIGHT, RIGHT – FORM given as the left foot is forward and on the ground:
  - a. the leading person on the directing flank turns right, takes six paces forward and halts;
  - b. simultaneously, the remainder of the front rank makes a right incline and steps off toward the new position in line with the right marker; and
  - c. the centre and rear ranks wheel right to follow the leading individual in each file. Each file, as it reaches its position on the left of the directing flank facing the new direction, shall halt together in succession from the right.
2. On the command CHANGE DIRECTION RIGHT, RIGHT – FORM given as the left foot is forward and on the ground:
  - a. the leading person of the directing flank turns right, takes five paces forward and marks time;
  - b. simultaneously, the remainder of the front rank makes a right incline and marches toward its new position; and
  - c. the centre and rear ranks wheel right, following the leading individual in each file. Each file, as it reaches its position on the left of the directing flank facing the new direction, shall mark time together in succession from the right.



8. On the command QUICK – MARCH:
  - a. the front left-hand person (the marker) marches forward five paces and halts; and
  - b. the remainder of the squad steps off, wheeling as necessary, each file taking up its new position to the left of the leading file, facing the same direction and halting together in succession from right to left.
9. To form a squad on its left from the halt to the mark time, on the command ON THE LEFT, FORM – SQUAD:
  - a. the front left-hand person (the marker) stands fast; and
  - b. the remainder of the squad makes a left incline.
10. On the command QUICK – MARCH:
  - a. the front left-hand person (the marker) marches forward five paces and commences marking time; and
  - b. the remainder of the squad steps off, wheeling as necessary, each file taking up its new position to the left the leading file, facing the same direction and marking time together in succession from right to left.
11. On the command FOR – WARD or SQUAD – HALT, the squad acts as ordered.

**FORM SQUAD IN LINE ON THE MARCH**

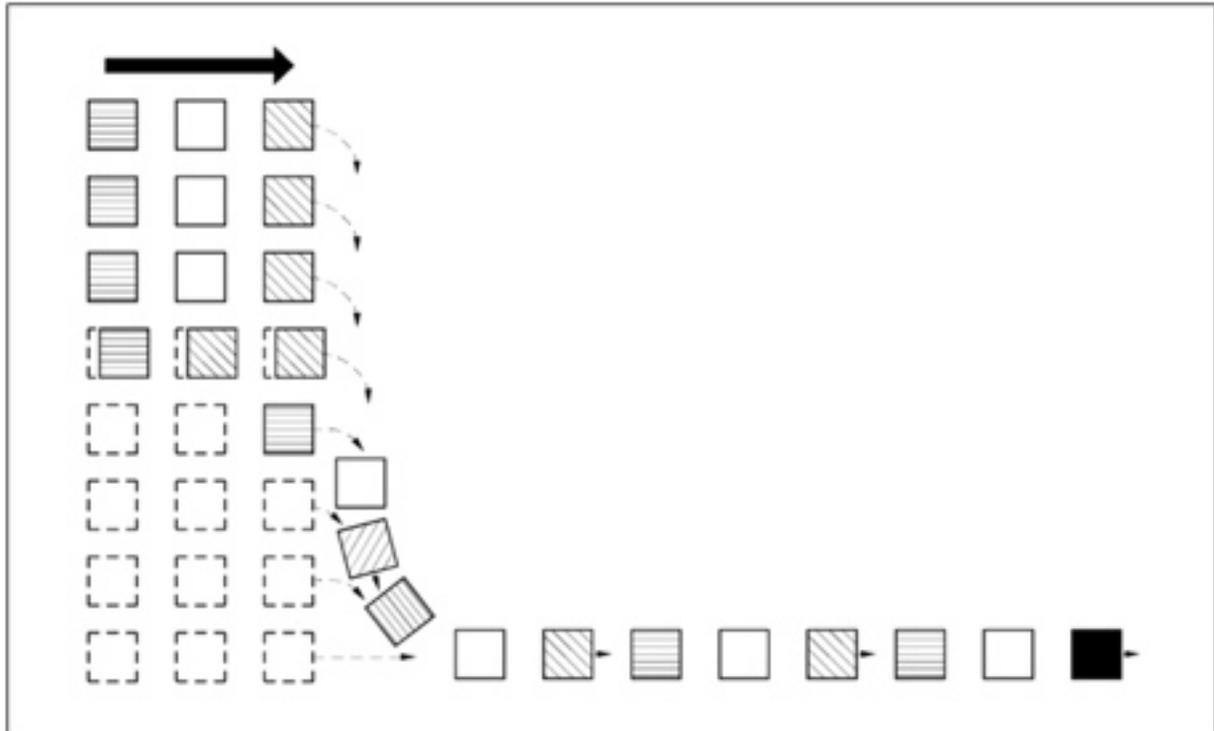
1. On the command AT THE HALT, ON THE LEFT, FORM – SQUAD given as the right foot is forward and on the ground:
  - a. the front left-hand person (the marker) continues to move forward five paces and halts; and
  - b. the remainder of the squad executes a left incline, wheels to its position to the left of the leading file, each file halting together in succession from right to left.
2. On the command ON THE LEFT, FORM – SQUAD given as the right foot is forward and on the ground:
  - a. the front left-hand person (the marker) continues to move forward five paces and marks time; and
  - b. the remainder of the squad executes a left incline, wheels to its position to the left of the leading file, each file beginning to mark time together, in succession from right to left.
3. On the command FOR – WARD or SQUAD – HALT, the squad acts as ordered.



**Figure 5-19** Squad in Threes Forming Single File

**SQUAD IN THREES FORMING SINGLE FILE FROM THE HALT**

1. On the command SINGLE FILE FROM THE LEFT (RIGHT), QUICK – MARCH:
  - a. the directing flank marches off in single file in quick time (Figure 5-19); and
  - b. the remainder mark time. The leading person of the centre and non-directing flank execute a left (right) incline and lead off in single file when the file on their left (right) is clear.



**Figure 5-20** Squad in Line Forming Single File

### **SQUAD IN THREES FORMING SINGLE FILE ON THE MARCH**

1. On the command SINGLE FILE FROM THE LEFT (RIGHT), REMAINDER MARK – TIME given as the right foot is forward and on the ground:
  - a. the directing flank continues marching forward;
  - b. the remainder mark time; and
  - c. the leading person of the centre and non-directing flank execute a left (right) incline and lead off in single file when the file on their left (right) is clear.

### **SQUAD IN SINGLE FILE REFORMING THREES FROM THE HALT**

2. On the command ON THE RIGHT (LEFT) REFORM THREES, REMAINDER QUICK –MARCH:
  - a. the rank leading the single file stands fast; and
  - b. the remainder step off, reform three ranks and halt.

### **SQUAD IN SINGLE FILE REFORMING THREES ON THE MARCH**

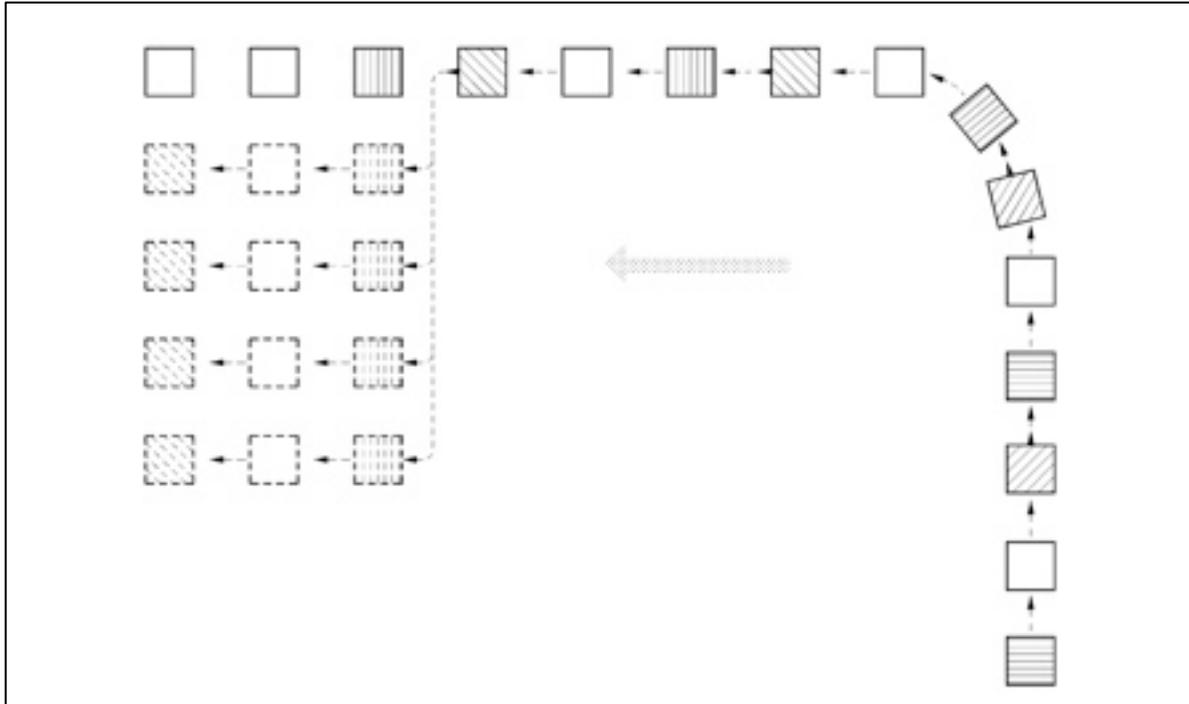
1. On the command ON THE RIGHT (LEFT), REFORM THREES, FRONT RANK MARK – TIME given as the right foot is forward and on the ground:
  - a. the leading rank marks time; and
  - b. the remainder reform threes and mark time.
2. On the command FOR – WARD or SQUAD – HALT, the squad acts as ordered.

### **SQUAD IN LINE FORMING SINGLE FILE FROM THE HALT**

1. On the command SINGLE FILE FROM THE RIGHT (LEFT), QUICK – MARCH:
  - a. the file on the directing flank marches forward in single file in quick time (Figure 5-20); and
  - b. the remainder mark time, lead off and wheel in single file following the file on their right (left).

### **SQUAD IN LINE FORMING SINGLE FILE ON THE MARCH**

1. On the command SINGLE FILE FROM THE RIGHT (LEFT), REMAINDER MARK – TIME given as the right foot is forward and on the ground:
  - a. the file on the directing flank continues marching forward; and
  - b. the remainder mark time and then lead off in single file, stepping off with the left foot, when the file on their right (left) is clear.



**Figure 5-21** Squad in Single File Reforming Line from the Halt

**SQUAD IN SINGLE FILE REFORMING LINE FROM THE HALT**

1. On the command ON THE LEFT (RIGHT), REFORM LINE, REMAINDER QUICK – MARCH:
  - a. the leading file stands fast (Figure 5-21); and
  - b. the remainder step off, reform line and halt.

**SQUAD IN SINGLE FILE REFORMING LINE ON THE MARCH**

1. On the command ON THE LEFT (RIGHT), REFORM LINE, REMAINDER MARK – TIME given as the right foot is forward and on the ground:
  - a. the leading file marks time; and
  - b. the remainder reform line and mark time.
2. On the command FOR – WARD or SQUAD – HALT, the squad acts as ordered.

**OPEN ORDER ON THE MARCH IN SLOW TIME**

1. On the command OPEN – ORDER given as the right foot is forward and on the ground, squad members shall act as follows:
  - a. when in two ranks:
    - (1) the front rank continues marching forward, and
    - (2) the rear rank marks time for two paces and then steps off with the left foot; and
  - b. when in three ranks:
    - (1) the front rank continues marching forward,

- (2) the centre rank marks time for two paces, and
- (3) the rear rank marks time for four paces.

**CLOSE ORDER ON THE MARCH IN SLOW TIME**

- 1. On the command CLOSE – ORDER given as the right foot is forward and on the ground, squad members shall act as follows:
  - a. when in two ranks:
    - (1) the front rank marks time for two paces and then steps off with the left foot, and
    - (2) the rear rank continues marching forward; and
  - b. when in three ranks:
    - (1) the front rank mark time for four paces,
    - (2) the centre rank mark time for two paces; and
    - (3) the rear rank continues marching forward.

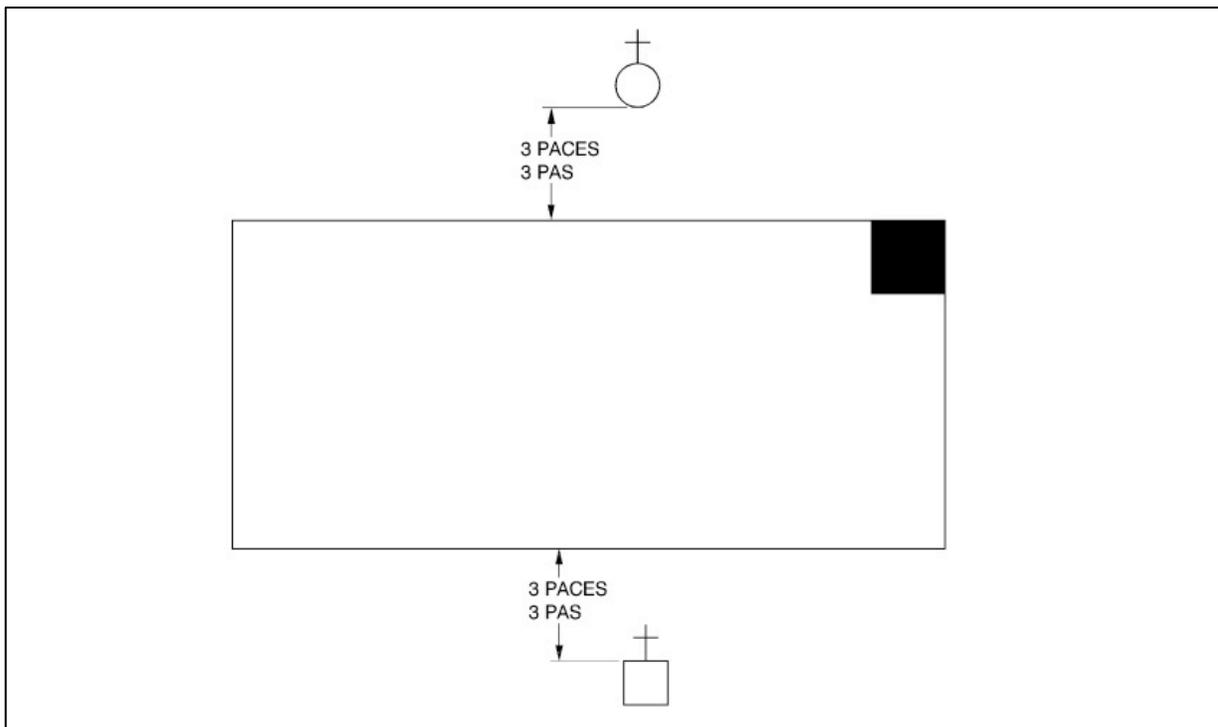
## SECTION 6

### Flight Drill

#### INTRODUCTION

#### FLIGHT DRILL

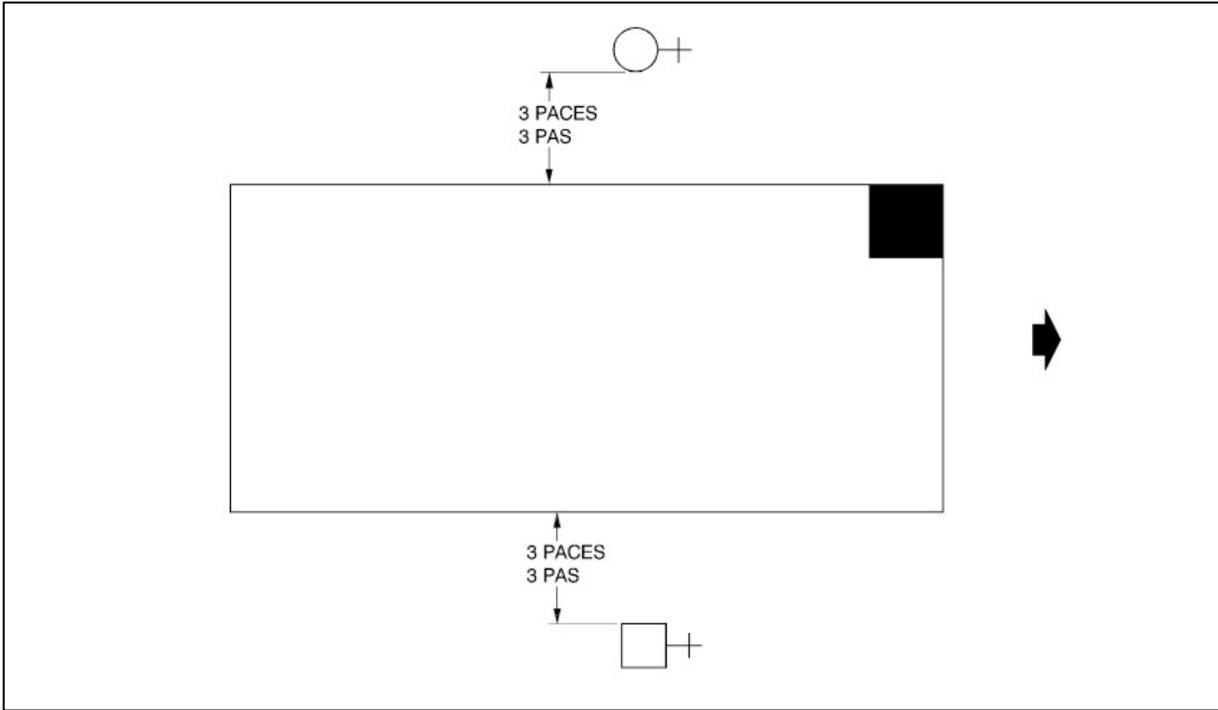
1. The aim of flight drill is to enable the flight, when it takes its place in the squadron, to carry out any sequence of drill movements which the squadron commander orders.
2. Although the words of commands and detail in this section specifically refer to movements executed in quick time, flight drill may also be executed in slow and double time.
3. Movements will be executed using either flank as the directing flank except during a wheel when dressing is taken from the inner flank.
4. Details for exercising a squad with and without arms contained in previous chapters are applicable to flight drill.



**Figure 6-1** Flight in Line

#### FLIGHT IN LINE

1. Regardless of its frontage, when a flight is formed up in line, the flight commander shall position himself three paces in front and centre of the flight and the flight sergeant three paces in rear and centre of the flight (Figure 6-1).



**Figure 6-2** Flight in Column of Threes

**FLIGHT IN COLUMN OF THREES**

1. A flight in column of threes is in the same formation as when in line, but facing a flank (Figure 6-2). Column of threes is the formation used by a flight second in command to move flights on the march.



**Figure 6-3** Flight in Column of Route

## **FLIGHT IN COLUMN OF ROUTE**

1. Column of route is similar to column of threes, except that the flight commander is two paces in front of the centre single file of the flight and the flight sergeant is two paces in rear of the centre single file of the flight (Figure 6-3). Column of route is the formation most commonly used by flight commanders to move flights on the march.

## **DRESSING A FLIGHT**

1. When the flight commander wishes to dress the flight at the halt, he shall face the flight and order SHOULDER (ELBOW) DRESSING, RIGHT (LEFT) – DRESS:
  - a. the flight then acts as ordered.
  - b. the flight sergeant:
    - (1) steps off, wheels to the right and marches six paces to the right of the right flank, wheels to the left and halts, facing and in line with the front rank;
    - (2) turns left and dresses the front rank. When the front rank is dressed, he orders FRONT RANK – STEADY;
    - (3) turns left, and, keeping his arms at the side, paces off the interval, halts, turns right, and dresses the centre rank. He then orders CENTRE RANK – STEADY; and
    - (4) turns left, keeping his arms at the side, again paces off the interval, halts, turns right, and dresses the rear rank. He then orders REAR RANK – STEADY.
  - c. the flight commander then orders EYES – FRONT. The flight will act as ordered and the flight sergeant will step off and, by a series of wheels, returns to his original position in the rear of the flight.
2. When the flight sergeant is in command of the flight and orders the right dress, the procedure above is followed. The command EYES – FRONT is ordered by the flight sergeant after he returns to his position in front of the flight.

## **ORDERING A FLIGHT ON PARADE**

1. A flight is ordered on parade in a similar manner to falling in a squad (see Section 4).
2. The flight sergeant may then call the roll, size the flight, etc.
3. Supernumerary officers, warrant officers and senior non-commissioned officers act as follows:
  - a. the warrant officers and senior non-commissioned officers will form up in a supernumerary rank, three paces behind the rear rank, evenly spaced across the flight frontage. They will act on the orders of the flight sergeant.
  - b. supernumerary officers will be ordered to fall in by the flight commander after he has taken over command as in squadron drill, Section 7, paragraph 1 of Forming up a Squadron.
4. The flight shall be handed over to the flight commander in the following manner:
  - a. the flight sergeant calls the flight to attention as the flight commander approaches.
  - b. the flight commander halts two paces in front of the flight sergeant and, when he has been acknowledged, reports the strength, condition, etc., of the flight.

- c. upon being ordered to fall in, the flight sergeant, after the acknowledging, turns right and proceeds by a series of wheels around the right flank to take up his position in rear of the flight.
- d. the flight commander marches forward two paces to take up his position.

**Note:** If the flight commander position is being held by an officer a salute shall be given.

#### **FLIGHT IN LINE ADVANCING AND RETIRING**

1. In line, the flight is advancing when the original front rank is leading, and retiring when the original rear rank is leading (Figure 6-1).
2. To advance, the command shall be FLIGHT WILL ADVANCE BY THE RIGHT, QUICK – MARCH. The flight commander and flight sergeant maintain their relative positions.
3. On the command FLIGHT WILL RETIRE, ABOUT – TURN, the flight turns about. The flight commander and flight sergeant maintain their position.

#### **FLIGHT MOVING TO THE RIGHT OR LEFT IN COLUMN OF THREES**

1. On the command FLIGHT WILL MOVE TO THE RIGHT (LEFT) IN COLUMN OF THREES, RIGHT (LEFT) – TURN, the flight acts as ordered. The flight commander and flight sergeant turn in the appropriate direction and maintain their positions.

#### **FLIGHT MOVING TO THE RIGHT OR LEFT IN COLUMN OF ROUTE**

1. On the command FLIGHT WILL MOVE TO THE RIGHT (LEFT) IN COLUMN OF ROUTE, RIGHT (LEFT) – TURN:
  - a. the flight will act as ordered; and
  - b. the flight commander and flight sergeant will turn in the appropriate direction, observe the standard pause and move to their positions in front and rear of the flight.

#### **FLIGHT ADVANCING AND RETIRING IN COLUMN OF THREES**

1. The cautionary command ADVANCE (RETIRE) IN COLUMN OF THREES, warn the flight of a turn, followed immediately by a wheel in the indicated direction.
2. The command shall be FLIGHT WILL ADVANCE IN COLUMN OF THREES FROM THE RIGHT (LEFT), RIGHT (LEFT) – TURN.
3. This command shall be followed by, LEFT (RIGHT) WHEEL BY THE LEFT (RIGHT), QUICK – MARCH. The flight wheels as it steps off.
4. To retire, the commands are:
  - a. FLIGHT WILL RETIRE IN COLUMN OF THREES FROM THE RIGHT (LEFT), RIGHT(LEFT) – TURN;
  - b. RIGHT (LEFT) WHEEL, BY THE RIGHT (LEFT), QUICK – MARCH; and
  - c. on completion of the wheel, the flight commander normally orders, BY THE LEFT (RIGHT) to ensure dressing by the original front rank.

#### **FLIGHT ADVANCING AND RETIRING IN COLUMN OF ROUTE**

1. The cautionary command ADVANCE (RETIRE) IN COLUMN OF ROUTE warns the flight of a turn, followed immediately by a wheel in the indicated direction.

2. The command shall be FLIGHT WILL ADVANCE IN COLUMN OF ROUTE FROM THE RIGHT (LEFT), RIGHT (LEFT) – TURN.
3. After the flight commander and flight sergeant take up their new positions, this command shall be followed by LEFT (RIGHT) WHEEL, BY THE LEFT (RIGHT), QUICK – MARCH.
4. The flight wheels as it steps off.
5. To retire, the commands are:
  - a. FLIGHT WILL RETIRE IN COLUMN OF ROUTE FROM THE RIGHT (LEFT), RIGHT (LEFT) – TURN;
  - b. RIGHT (LEFT) WHEEL, BY THE RIGHT (LEFT), QUICK – MARCH; and
  - c. on completion of the wheel, the flight commander normally orders BY THE LEFT (RIGHT) to ensure dressing by the original from rank.

#### **FLIGHT MOVING TO A FLANK, REQUIRED TO TURN ABOUT**

1. On the command FLIGHT MOVE TO THE RIGHT (LEFT) IN THREES (COLUMN OF ROUTE), ABOUT – TURN:
  - a. the flight will act as ordered.
  - b. if in column of threes and remaining in column of threes, the flight commander and flight sergeant shall turn about and maintain their relative positions.
  - c. if column of route is ordered, the flight commander and flight sergeant shall turn about, change into double time, and double to their new positions two paces in front and rear of the centre file (the flight commander doubling past the front rank and the flight sergeant past the rear rank), where they will change back into quick time.

## SECTION 7

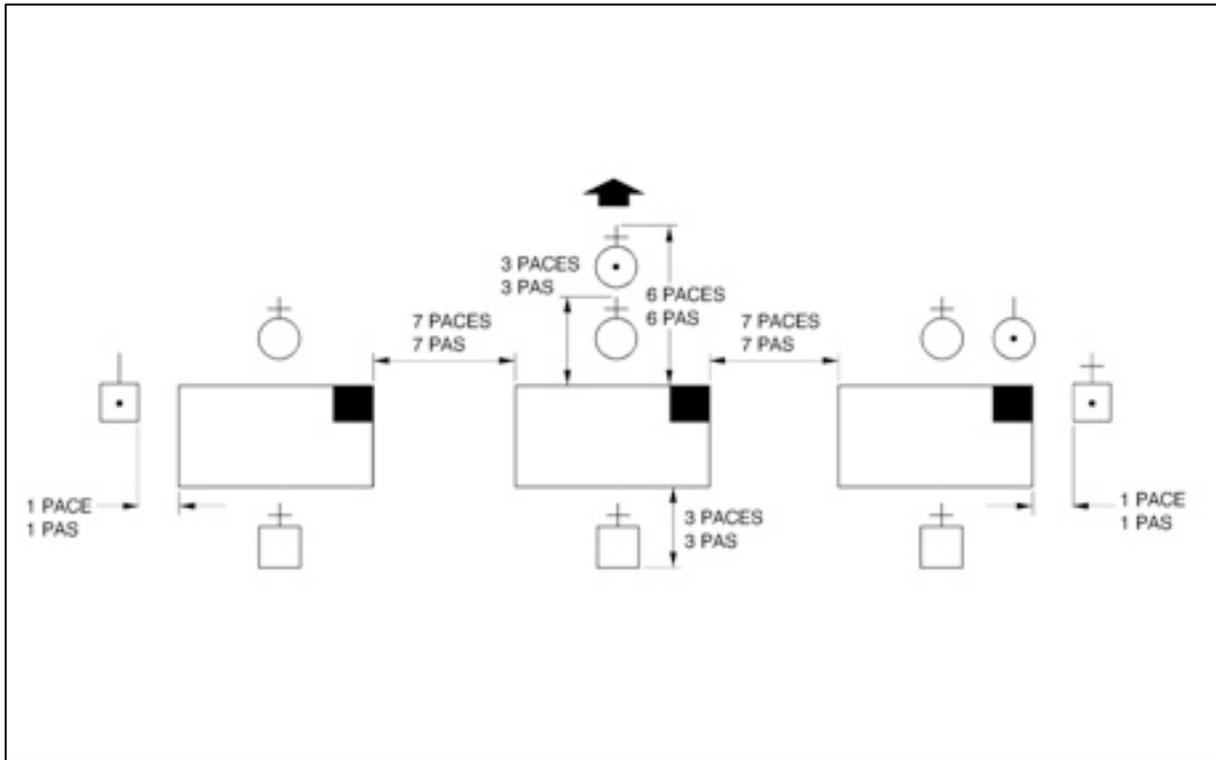
### SQUADRON DRILL

#### INTRODUCTION

1. The aim of squadron drill is to teach flights within a squadron to drill together as one.
2. Although the words of commands and detail in this section specifically refer to movements executed in quick time, squadron drill may also be executed in slow and double time. Movements will be executed using either flank as the directing flank except during a wheel when dressing is taken from the inner flank.
3. Details for exercising a squad with and without arms contained in previous sections are applicable to squadron drill.
4. A squadron consists of two or more flights. It is commanded by a squadron commander, assisted by a deputy squadron commander and a squadron warrant officer. Other officers, warrant officers and senior non-commissioned officers not directly involved with the flights shall be supernumeraries and form supernumerary ranks as directed by the squadron commander.
5. Whenever space is limited, intervals and distances between units or sub-units may be decreased.
6. For simplicity and as an example, this section uses "A" Squadron, consisting of Nos. 1, 2 and 3 Flights.

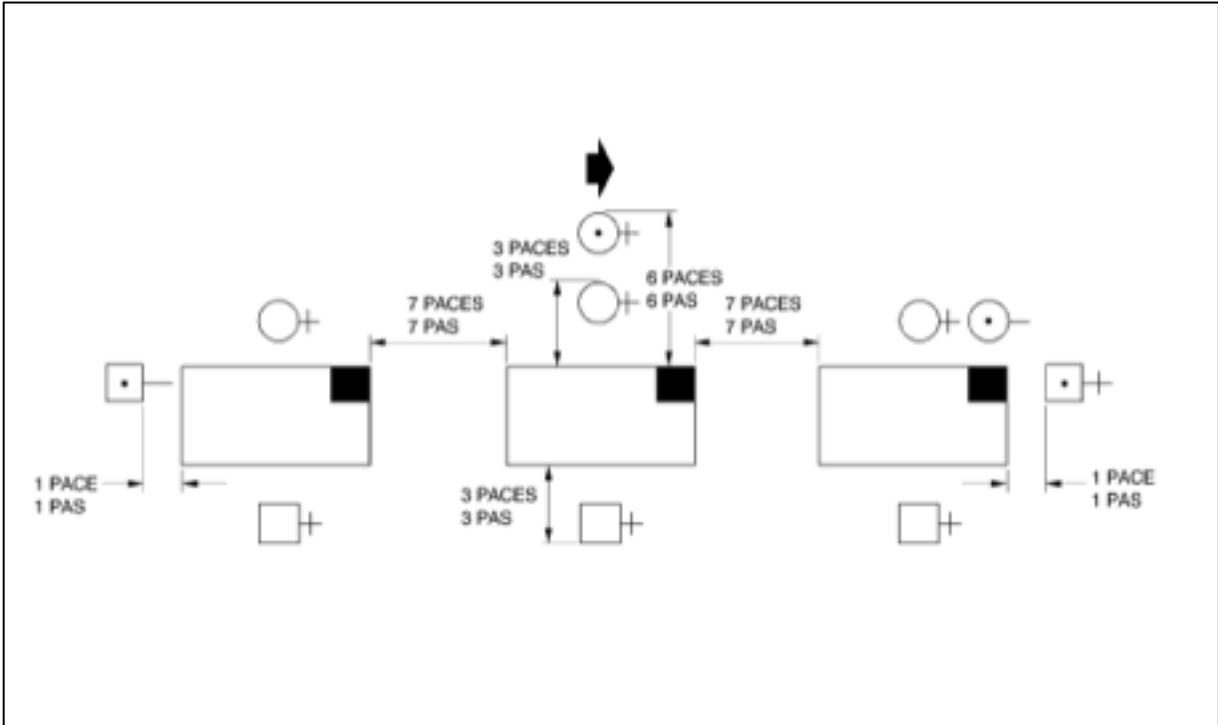
#### SQUADRON FORMATIONS

1. **General.** Squadron formations are:
  - a. line;
  - b. column of threes;
  - c. column of route;
  - d. column of flights (only used as part of wing drill but must be practised at squadron level); and
  - e. close column of flights (only used as part of wing drill but must be practised at squadron level).



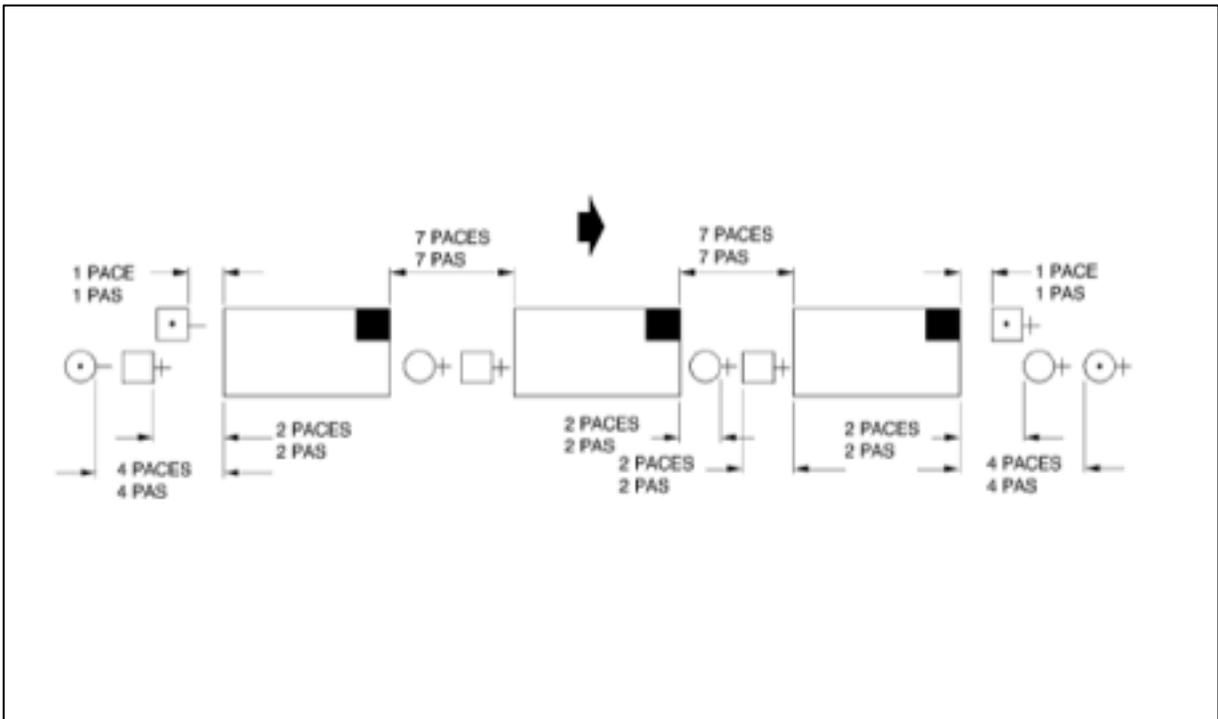
**Figure 7-1** Squadron in Line

2. **Squadron in Line.** When a squadron is formed in line (Figure 7-1):
  - a. the flights are side-by-side on the same alignment, with a seven pace interval between flights;
  - b. each flight is formed as in flight drill;
  - c. the squadron commander is centred three paces in front of the line of flight commanders;
  - d. the deputy commander is in line with the flight commanders and three paces in front of the second single file from the right flank of the squadron;
  - e. the squadron warrant officer (right guide) is one pace to the right of the No. 1 Flight marker, in line with the front rank;
  - f. the warrant officer (left guide) is one pace to the left of the left flank of the squadron, in line with the front rank;
  - g. any supernumerary officers are evenly distributed across the frontage of the flights, in line with the flight commanders; and
  - h. any supernumerary senior NCOs and senior non-commissioned officers are evenly distributed across the rear of the flights, in line with the flight sergeants.



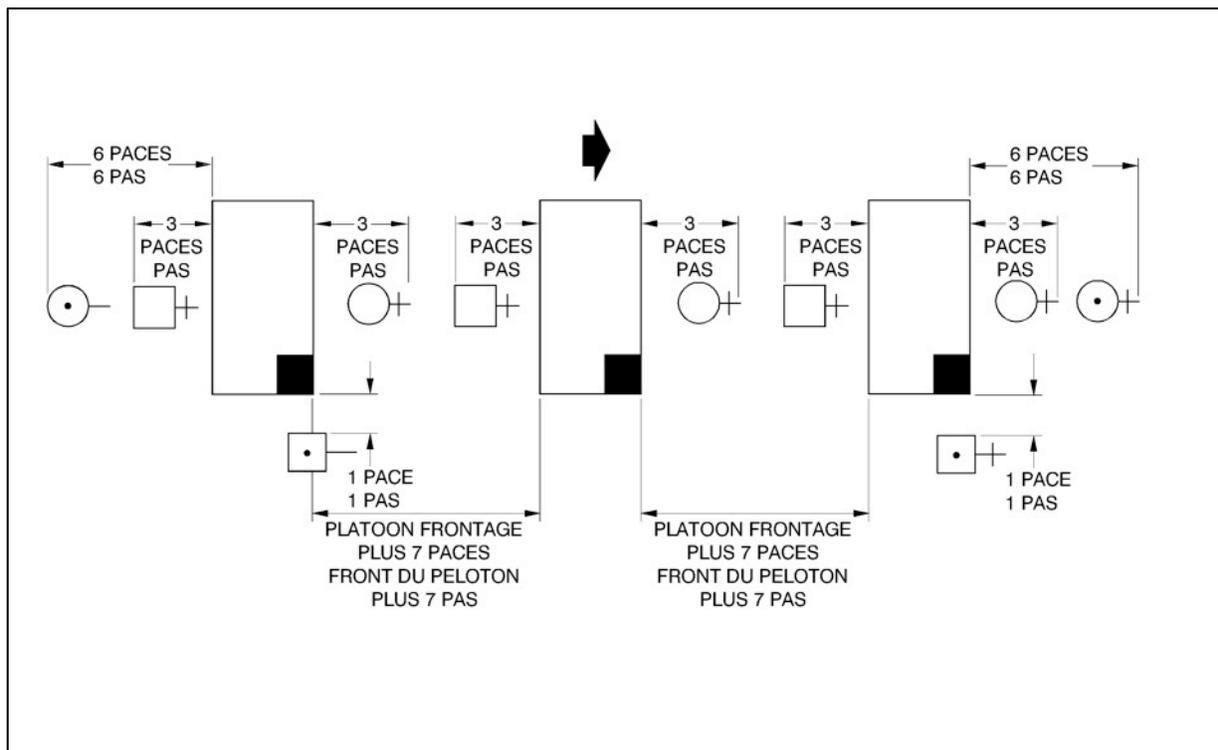
**Figure 7-2** Squadron in Column of Threes

3. **Squadron in Column of Threes.** A squadron formed in column of threes is in the same formation as when in line, but facing a flank (Figure 7-2).



**Figure 7-3** Squadron in Column of Route

4. **Squadron in Column of Route.** A squadron in column of route (Figure 7-3) is similar to one in threes, except that:
  - a. the squadron commander is centred two paces in front of the leading flight commander;
  - b. the deputy commander is centred two paces behind the rear flight sergeant;
  - c. the squadron warrant officer (right guide) is one pace in front of the directing flank of the leading flight;
  - d. the warrant officer (left guide) is one pace in rear of the directing flank of the last flight;
  - e. if supernumerary officers are present, they are two paces in front of their respective flights and the squadron commander and flight commanders concerned are one pace further forward than normal to provide room; and
  - f. if supernumerary senior NCOs and senior non-commissioned officers are present, they are one pace in rear of their respective flights, while the warrant officer left guide and the flight sergeant concerned are one pace in rear of their normal positions to provide room.



**Figure 7-4** Squadron in Column of Flights

5. **Squadron in Column of Flights.** A squadron in column of flights is formed with each flight in line, one behind the other (Figure 7-4). If the flights are of unequal strength, the leading flight will be the strongest. The distance between flights is the frontage of the leading flight, plus seven paces, the minimum distance is 12 paces (i.e., the distance for close column, see paragraph 6 below):
  - a. the squadron commander is centred three paces in front of the leading flight commander.
  - b. the deputy commander is centred three paces in rear of the rear flight sergeant.

- c. the squadron warrant officer is one pace to the right and in line with the front rank of the leading flight.
  - d. the warrant officer is one pace to the right and in line with the front rank of the rear flight.
  - e. supernumerary officers are evenly spaced three paces in front of the flight, in line with the flight commanders.
  - f. any supernumerary senior NCOs and non-commissioned officers are three paces in rear of the flight with which they are parading, in line with the flight sergeants.
6. **Squadron in Close Column of Flights.** A squadron formed in close column of flights maintains the same formation in all detail as for column of flights except that the minimum distance between flights is 12 paces, however, the distance between flights may be reduced to suit the circumstances, but remains the same between each flight.

#### **TELLING OFF A SQUADRON**

- 1. If troops are not part of a formally established unit and do not parade together regularly, it may be necessary to organize and identify individual flights. For newly assembled troops, they will normally first be divided into equal groups, often after being sized.
- 2. The squadron warrant officer shall assemble the flights in a convenient order. On the squadron warrant officer's command TELL OFF BY FLIGHTS, the flight sergeants call out in succession:
  - a. No. 1 FLIGHT;
  - b. No. 2; and
  - c. No. 3 FLIGHT.
- 3. The squadron warrant officer then orders, 1, 2 and 3 FLIGHTS SHALL FORM "A" SQUADRON.
- 4. Only the first and last sub-units use the word "flight". Thus this word indicates the start of the telling off and that all have replied.

#### **DRESSING A SQUADRON IN LINE**

- 1. At the completion of all squadron drill movements, when a squadron is halted in line, the squadron shall be dressed.
- 2. On the command RIGHT – DRESS, by the squadron commander:
  - a. the officers about turn, turn their head and eyes to the left and dress on the second in command, then turn their head and eyes back to supervise the dressing of those under their command.
  - b. the flight sergeant and supernumerary senior NCOs and non-commissioned officers turn their head and eyes to the right and dress on the non-commissioned officer on the right flank, who looks straight to the front.
  - c. the members in the ranks dress by the right; the right hand single file of the squadron look straight to their front.
  - d. the flight sergeants of No. 2 and 3 Flights shall pace off the proper interval between the flight on their right and their own flight and position their markers accordingly. Upon completion, they shall return to their normal positions in line and dress by their right.

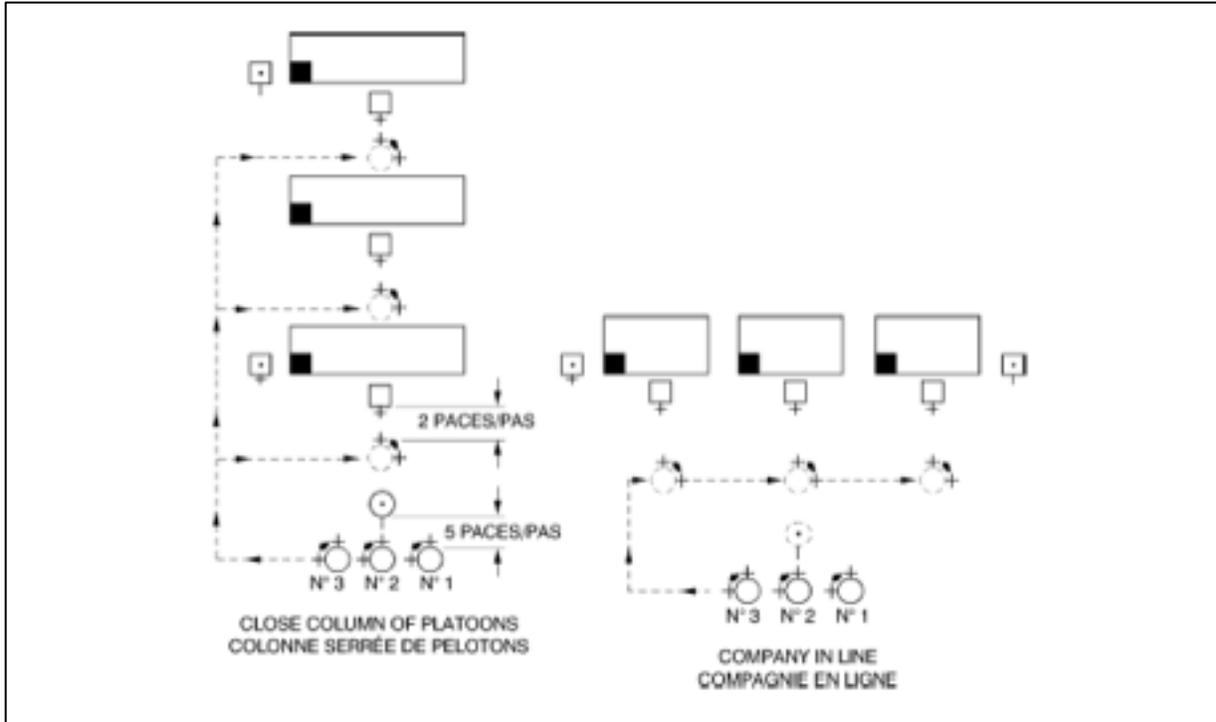
- e. the squadron warrant officer turns right and marches five paces to the right of the squadron, about turns and dresses each rank in succession in a similar manner to dressing a flight as detailed in Section 6, paragraph 2 of Dressing a Flight.
  - f. when the squadron warrant officer orders REAR RANK – STEADY, the squadron commander shall give the command EYES – FRONT.
3. On the command EYES – FRONT:
    - a. officers about turn;
    - b. the squadron warrant officer returns to his original position; and
    - c. the remainder of the squadron act as ordered.
  4. When the squadron warrant officer is in charge of the squadron and orders right dress, the flight sergeant of the right hand flight will act as detailed in Section 6, paragraph 2 of Dressing a Flight and dress the squadron.

### **DRESSING A SQUADRON IN COLUMN AND CLOSE COLUMN OF FLIGHTS**

1. At the completion of all squadron drill movements, when a squadron has been halted in column or close column of flights, the squadron shall be dressed.
2. On the command RIGHT – DRESS by the squadron commander:
  - a. all officers about turn and supervise the dressing, at the same time taking up their proper distance and dressing.
  - b. the flights act as ordered.
  - c. the flight sergeants take up their positions six paces to the right of their front ranks as detailed in Section 6, paragraph 2 of Dressing a Flight.
  - d. the squadron warrant officer marches forward to a position six paces in front of the right marker of the leading flight, halts, turns about and ensures that the right hand file of each flight is covered correctly and then orders RIGHT FLANK – STEADY.
3. On the command RIGHT FLANK – STEADY, the flight sergeants dress their flights normally. When the dressing has been completed, the flight WOs shall, in succession, order NO. 1 FLIGHT – STEADY; NO. 2 – STEADY; NO. 3 FLIGHT – STEADY.
4. On the command NO. 3 FLIGHT – STEADY, the squadron commander orders “A” SQUADRON, EYES – FRONT.
5. On the command “A” SQUADRON, EYES – FRONT:
  - a. officers about turn;
  - b. the squadron warrant officer returns to his original position;
  - c. the flight sergeants return to their normal positions; and
  - d. the remainder of the squadron acts as ordered.

## FORMING UP A SQUADRON

1. Prior to forming the squadron, the flight sergeants call the roll and inspect their flights. They then position their flights (sized, if so ordered) as directed by the squadron warrant officer, normally at the edge of the parade ground. They shall report their flight strengths to the squadron warrant officer prior to the markers being called.
2. A squadron may be formed up in one of the following formations:
  - a. line;
  - b. column of flight; and
  - c. close column of flights.
3. The squadron is normally formed up in the centre of the allotted parade ground. Knowing the squadron's strength and frontage, the squadron warrant officer selects the position to fall in the markers, by:
  - a. dividing the frontage of the squadron's leading (and largest) flight by two and marching off an equal number of paces to the right flank from where the squadron will be centred, for column or close column of flights, and
  - b. dividing the squadron's frontage, including intervals, in two and marching the appropriate number of paces to the right flank, for line.
4. The words of command and the action taken to form up a squadron are detailed in Table 7-1.
5. The officers may commence promenading after the flights have fallen in (Table 7-1, Item 12; see also paragraph 1-3 of Promenading). They continue until the deputy commander is ready to assume command of the squadron from the squadron warrant officer.
6. The flight commanders and supernumerary officers position themselves five paces in rear of and centred on the deputy commander. Dressing is automatic and officers stand at ease in succession from the right.
7. After the deputy commander has ordered the squadron warrant officer to fall in and has moved to the squadron warrant officer's former position, he will turn about and order the officers to fall in.
8. On the command OFFICERS FALL – IN by the deputy commander, the officers come to attention, salute, turn left and march to their respective flights, approaching their flight sergeants from the right flank front (Figure 7-5).



**Figure 7-5** Officers Fall in

9. Each flight is handed over to its commander following the same procedure as for a flight parading independently. Once the flight sergeants are in their new positions, the flights are stood at ease by their commanders in succession from the front (right). On the executive word of command of the last flight commander ordering his flight to stand at ease, flight commanders turn about and stand at ease together.

### PROMENADING

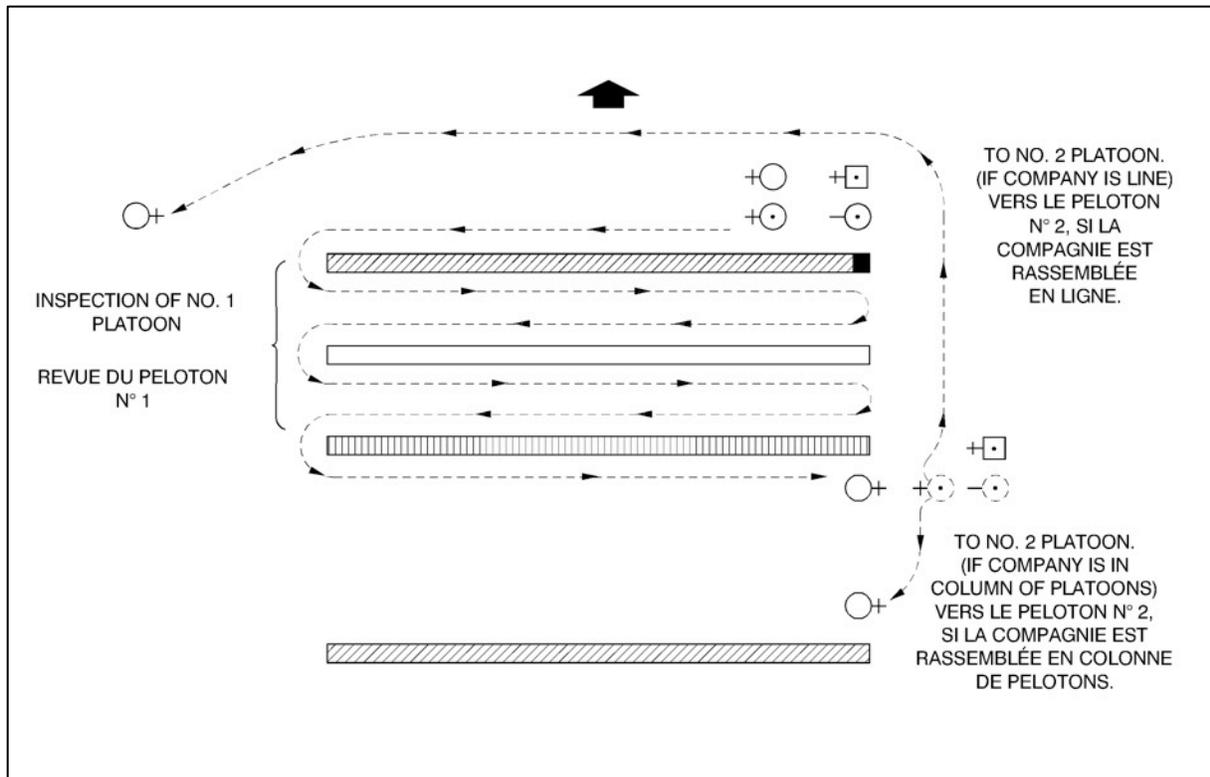
1. A promenade is a slow, formal walk. Its origins lie in 18<sup>th</sup> Century European social customs for walking in public. It is carried out by officers waiting on duty, but off parade, prior to being fallen in. It is a procedure, not a drill movement, and officers promenading appear relaxed but attentive.
2. Officers will promenade at the edge of the parade ground near their troops singly or in groups of two or three and at a natural walking cadence, about 100 paces per minute. They shall informally watch parade activity, each group turning about together, in the direction of the troops, at the approximate boundaries of their troops' position on parade.
3. When parade activity has reached the point where the officers will soon be required, they shall take up positions on the edge of the parade ground, at ease, and await the order to fall in.

No.	Command	By	Action	Remarks
1			The SWO marches to and halts in a position three paces to the left of and facing the position to be occupied by the marker of No. 1 Flight.	The flights are normally positioned at the edge of the parade ground, standing easy. The SWO shall face the future position of the front rank if the squadron is to form up in line, and the right flank if the squadron is to form up in (close) column of flights.
2	MARKERS	SWO	The flight markers come to attention, shoulder arms, and march onto the parade ground. The marker of No. 1 Flight halts three paces in front of and facing the SWO. The remainder halt on the left of the No. 1 Flight marker and dress to the right at shoulder dressing. Upon completion of dressing they look to the front in succession from the right. The markers remain at the shoulder arms.	Flights formed on the edge of the parade ground adopt the stand at ease position. Standard pauses are observed between drill movements.
3	MARKERS – NUMBER	SWO	Markers number in succession from the right, e.g. “one”, “two”, etc.	
4	NO. 1 FLIGHT, RIGHT, REMAINDER LEFT – TURN	SWO	No. 1 Flight marker turns right, the remainder turn left.	The SWO specifies the number of paces to be taken by Nos. 2 and 3 Flight markers after completion of the left turn.
5	NO. 1 FLIGHT, STAND FAST, REMAINDER, QUICK – MARCH	SWO	No. 1 Flight marker stands fast, the remainder quick march the required distance and halt.	
6	NO. 1 FLIGHT, STAND FAST, REMAINDER ABOUT – TURN	SWO	No. 1 Flight marker stands fast, the remainder about turn and cover off the No. 1 Flight marker.	The SWO by wheeling, marches out six paces in front of No. 1 Flight marker and ensures the markers are covered off.
7	MARKERS – STEADY	SWO	The markers stand fast.	If the squadron is being formed up in line, the SWO shall proceed as detailed in No. 7a. If in column or close column, the SWO turns right, marches to and halts in a position six paces in front and centre of where the front flight will be and turns left, facing the future squadron position. The SWO then proceeds as detailed in No 8.
7a	MARKERS, LEFT – TURN	SWO	The markers turn left.	This order places the markers in line. The SWO then, by wheeling, positions himself six paces in front of and facing the future centre of the squadron.
8	__ SQUADRON, FALL – IN	SWO	The flight sergeant comes to attention, about turn, facing their respective flights together.	
9	NO. 1 FLIGHT, ATTENTION	No. 1 FSgt	The flight acts as ordered.	Nos. 2 and 3 Flight Sergeants order their flights to attention in succession, following No. 1 Flight.
10	NO. 1 FLIGHT, SHOULDER – ARMS	No. 1 FSgt	The flight acts as ordered.	Nos. 2 and 3 Flight Sergeants similarly order their flights in succession following No. 1 Flight.

**Table 7-1** (Sheet 1 of 2) Forming Up a Squadron

No.	Command	By	Action	Remarks
11	NO. 1 FLIGHT, (RIGHT – TURN;) QUICK – MARCH	No. 1 FSgt	The flight acts as ordered.	As above.
12	NO. 1 FLIGHT – HALT	No. 1 FSgt	The flight acts as ordered.	As above. As the flights fall in, the officers move to the parade ground and begin the promenade, normally on the flank.
13	NO. 1 FLIGHT, ADVANCE, LEFT – TURN	No. 1 FSgt	The flight acts as ordered.	As above. As the No. 3 Flight Sergeant gives the command LEFT – TURN, all three Flight Sergeants will turn about and face the front together.
14	__ SQUADRON, ORDER – ARMS	SWO	The squadron acts as ordered.	
15	__ SQUADRON, OPEN ORDER – MARCH	SWO	The squadron acts as ordered.	
16	__ SQUADRON, RIGHT – DRESS	SWO	The squadron acts as ordered.	The SWO and flight sergeant s dress the squadron.
17	__ SQUADRON, EYES – FRONT	SWO	The squadron acts as ordered.	
18	REPORT YOUR – FLIGHTS	SWO	Flights Sergeant report their flights.	Flights Sergeants, when indicating their flights, shall use the procedure for telling off flights. Meanwhile, the officers position themselves ready to fall in. The deputy squadron commander (DComd) shall position himself two paces behind the SWO.
19			The SWO turns about, salutes and reports the squadron to the DComd. The DComd orders the SWO to fall in. The SWO salutes, turns right and marches to his position on parade. The DComd takes two paces forward to assume SWO's former position.	All salutes are acknowledged. The DComd shall wait until the SWO has adopted his new position before giving any further commands.
20	OFFICERS, FALL – IN	DComd	The officers act as ordered.	Flight Sergeants report their flights and, after being ordered to fall in, turn right and march to their new positions. The squadron is now ready, at the appointed time, to receive its squadron commander (Sqn Comd). The latter marches onto the parade ground and positions himself two paces from the DComd. The DComd turns about and calls the squadron to attention as the Sqn Comd approaches.
21	— SQUADRON, ATTEN – TION	DComd	The DComd salutes and reports the squadron to its commander. The Sqn Comd orders the DComd to fall in. The DComd salutes, turns right and by a succession of wheels marches to his position on parade. The Sqn Comd steps forward two paces adopting the position formerly occupied by the DComd.	All salutes are acknowledged. The Sqn Comd waits until the DComd has adopted his new position before issuing any further orders.
22	— SQUADRON, STAND AT – EASE	Sqn Comd	The squadron acts as ordered.	The Sqn Comd carries on by inspecting the flights, having the flight commanders inspect their own flights, or proceeding with training or ceremonial.

**Table 7-1** (Sheet 2 of 2) Forming Up a Squadron



**Figure 7-6** Squadron Commander's Inspection: Squadron in Line, Column or Close Column of Flights

### SQUADRON COMMANDER'S INSPECTION

1. Inspections are carried out at the open order.
2. When squadron commanders wish to inspect their companies, they do so one flight at a time, normally accompanied by the appropriate flight commanders and the deputy squadron commanders and squadron warrant officers. The squadron commander orders NO. 1 FLIGHT, STAND FAST, REMAINDER STAND AT – EASE and then inspects the squadron, commencing with the flight ordered to stand fast.
3. As the squadron commander approaches the flight that has been ordered to stand fast, the flight commander turns right and moves to a position three paces in front of his flight marker, where he shall salute the squadron commander and report his flight (Figure 7-6). The remaining flight commanders will observe the squadron commander, and as he commences inspecting the rear rank of the preceding flight, they shall turn about to face their flight, order their flight to attention, turn left, and move to a position three paces in front of their respective markers, where they shall salute the squadron commander on his arrival and report their flights.
4. When the squadron commander does not wish to inspect the squadron personally, he may order the flight commanders to carry on with the inspection. Flight commanders then inspect their flights, accompanied by the flight sergeants.
5. When the inspection of a flight is completed, the flight commander shall return to the flight's centre front, order close order march and stand at ease, following which the flight commander will turn about to face the front, stand at ease, and await further orders from the squadron commander.

6. When the inspection of the squadron is completed the squadron commander orders "A" SQUADRON, ATTENTION, and then:
  - a. exercises the squadron in drill or otherwise carries on with the purpose of the parade;
  - b. turns the squadron over to the deputy commander;
  - c. falls out the officers and turns the squadron over to the squadron warrant officer; or
  - d. falls out the deputy commander, the squadron warrant officer and the warrant officer (left guide) and orders flight commanders to carry on with flight duties.

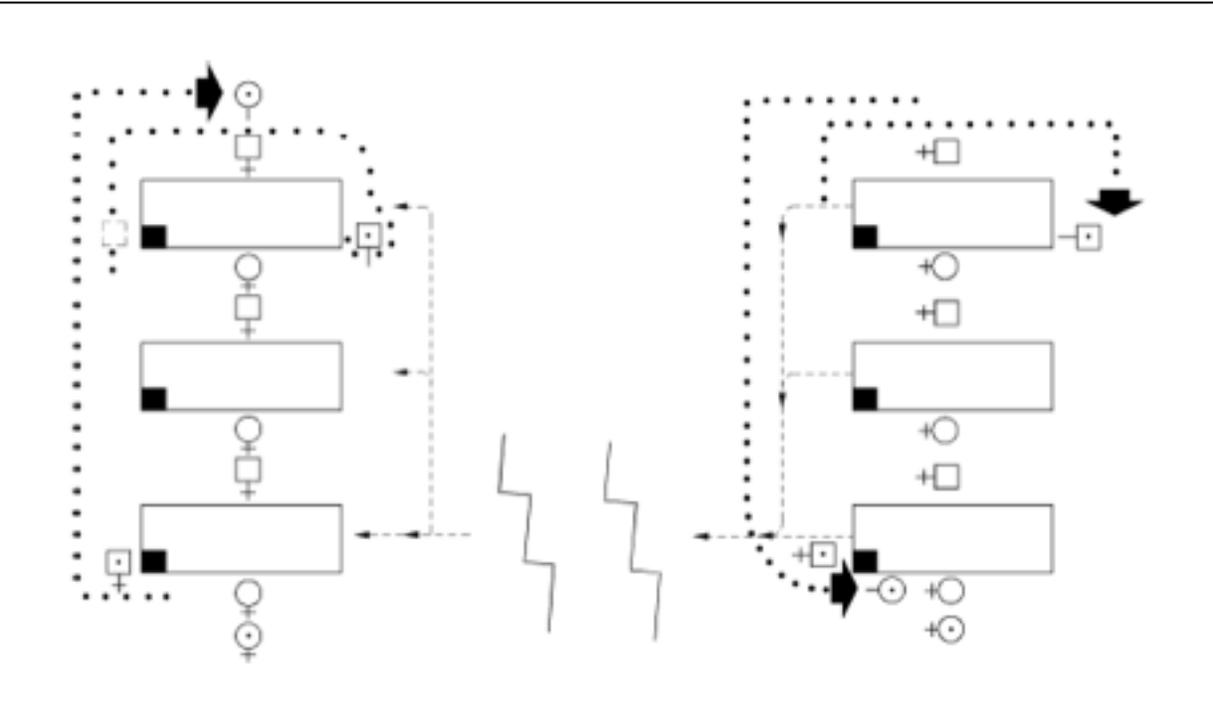
#### **FALLING OUT THE OFFICERS OFFICERS**

1. Prior to giving the order for officers to fall out, the squadron commander positions himself so that officers may halt at the required distance in front of him, with sufficient space left for the flight warrant to occupy the position vacated by the flight commander of the first flight when in column, or the centre flight when in line.
2. The command OFFICERS, FALL – OUT is given by the squadron commander when the squadron is at attention.
3. The officers march by the most direct route and form up in a line, five paces in front of, centred on and facing, the squadron commander, at arm's length interval (without raising the arm), the deputy commander on the right. When all are present and in line, the deputy commander shall take a half pace forward. As his right foot completes the movement, all officers will observe a standard pause and salute. When ordered by the squadron commander to DIS – MISS, the deputy commander will step back one half pace. All officers will observe the standard pause, salute and march straight forward off the parade ground.
4. On the command OFFICERS, FALL – OUT, the flight sergeants march around the left flank of their flights and occupy the positions vacated by the flight commanders. If arms are being carried, the flight sergeants shall shoulder arms prior to moving around the left flank and, upon arriving at their new position, they shall order arms.
5. When the flight sergeants are in position and the officers have been dismissed, the squadron commander orders "A" SQUADRON, STAND AT – EASE.
6. After the squadron has been stood at ease, the squadron commander will call the squadron warrant officer forward. On arrival, the squadron warrant officer shall salute, receive instructions and salute again. The squadron commander then turns and marches off the parade ground. The squadron warrant officer shall call the squadron to attention as the squadron commander departs. The squadron warrant officer then carries on as instructed.

#### **SQUADRON IN (CLOSE) COLUMN OF FLIGHTS FORMING COLUMN OF THREES (COLUMN OF ROUTE)**

1. On the command "A" SQUADRON, MOVE TO THE RIGHT IN COLUMN OF THREES, RIGHT – TURN:
  - a. the squadron turns right; and
  - b. the deputy commander moves to the position for column of threes.
2. After the deputy commander takes up the new position, the leading flight commander orders NO. 1 FLIGHT, BY THE LEFT, QUICK – MARCH.

3. The flight commanders of the second and third flights, in succession, order NO. 2 (3) FLIGHT, LEFT WHEEL, BY THE LEFT, QUICK – MARCH. This command is given in time to obtain the correct distance in column of threes. When reaching a position in line with the leading flight they order NO. 2 (3) FLIGHT, RIGHT – WHEEL, and upon the flight completing the wheel, order BY THE LEFT.
4. For a squadron on the march in column of flights, the command shall be IN SUCCESSION BY FLIGHTS, MOVE TO THE RIGHT IN COLUMN OF THREES, after which:
  - a. the leading flight commander orders NO. 1 FLIGHT, RIGHT – TURN;
  - b. the commanders of the second and third flights order their flights to turn right when their flights arrive at the position formerly occupied by the leading flight when turning; and
  - c. the squadron deputy commander moves directly to intercept the leading flight and move to his new position.
5. A squadron may move to the left in column of threes in a similar manner by exchanging the right and left directions noted above. A squadron may also be ordered to advance or retire in column of threes from the right or left, flights wheeling as directed after turning.
6. Similarly, a squadron may be ordered to move to the right or left IN COLUMN OF ROUTE. When at the halt, the leading flight commander waits for all officers and warrant officers to take up their new positions before ordering NO. 1 (2) FLIGHT, BY THE LEFT (RIGHT), QUICK – MARCH. It is unusual to order a squadron on the march in column of flights to move to column of route; if the order is given, officers and warrant officers will double to their new positions.



**Figure 7-8** Squadron Drill: Column of Flights to Column of Threes and Vice Versa

## **SQUADRON IN COLUMN OF THREES (COLUMN OF ROUTE) FORMING (CLOSE) COLUMN OF FLIGHTS AT THE HALT FACING A FLANK**

1. On the command "A" SQUADRON AT THE HALT, FACING LEFT, FORM (CLOSE) COLUMN OF FLIGHTS:
  - a. the leading flight commander orders NO. 1 FLIGHT – HALT. Upon completion of the halt, the flight commander will, if necessary, march to his position in line, and face the flight.
  - b. the squadron warrant officer, after halting on the command of the flight commander, turns right and paces the distance required between No. 1 and No. 2 Flight and halts.
2. The second flight commander orders NO. 2 FLIGHT, RIGHT – WHEEL, ensuring there is sufficient clearance from the left flank of No. 1 Flight. The third flight commander wheels his flight right on the same ground on which the second flight wheeled (Figure 7-8).
3. When the marker of the second flight is opposite the squadron warrant officer, the flight commander orders NO. 2 FLIGHT, LEFT – WHEEL. The flight is halted one pace short of where the squadron warrant officer is standing and the flight commander moves to his position in line if necessary and faces the flight.
4. After the second flight halts, the squadron warrant officer paces to distance required between No. 2 and 3 Flights and halts. When the marker of No. 3 Flight is opposite the squadron warrant officer, the flight commander orders a LEFT – WHEEL and halts the flight one pace short of where the squadron warrant officer is standing. The flight commander moves to his position in line if necessary and faces the flight, while the squadron warrant officer moves to his position for close column of flights.
5. Once the squadron warrant officer halts in his position for close column of flights, the flight commanders in succession from the front shall order NO. 1 (2) (3) FLIGHT ADVANCE, LEFT – TURN. Upon the rear flight commander's executive word of command, the three flight commanders will turn about together.
6. The following personnel will move to their appropriate new locations:
  - a. the squadron commander, upon giving his order to form column of flights will continue to march forward, halt in time with the leading flight commander and then move to his new position in the front and centre of the leading flight, facing the squadron.
  - b. the deputy commander will halt in conjunction with the leading (in column of threes) or rear (column of route) flight, march to his right to his new position in column of flights.
  - c. the warrant officer, after halting and turning left with the rear flight, will march and, by a series of wheels, proceed around the rear of No. 3 Flight to his new position in column of flights.
  - d. the flight sergeants will turn left upon their respective flight commander's command NO. \_\_ FLIGHT ADVANCE, LEFT – TURN.
7. The left and right directions noted above are exchanged if the squadron is ordered to halt and form column of flights facing the right.

### **SQUADRON IN (CLOSE) COLUMN OF FLIGHTS AT THE HALT MOVING TO A FLANK IN THREES**

1. On the commands "A" SQUADRON WILL MOVE TO THE RIGHT IN (CLOSE) COLUMN OF FLIGHTS IN THREES, RIGHT – TURN; and "A" SQUADRON, QUICK – MARCH, the squadron turns right and steps off in quick time. The squadron commander then designates the direction flank.

### **SQUADRON IN CLOSE COLUMN OF FLIGHTS ON THE MARCH FORMING LINE FACING A FLANK**

1. On the command AT THE HALT, FACING LEFT, FORM – LINE, the rear flight commander orders NO. 3 FLIGHT, LEFT – FORM. The remaining flight commanders give the same order so as to reach their positions in line.
2. If the cautionary command AT THE HALT is not given, the squadron marks time until the order FOR – WARD or HALT is given.

### **SQUADRON IN CLOSE COLUMN OF FLIGHTS HALTED, FORMING LINE FACING THE SAME DIRECTION**

1. On the command ON THE LEFT FORM LINE, REMAINDER LEFT TURN; QUICK – MARCH, the rear flights wheel right and then left to arrive at their positions in line. Keeping the correct order of flights, the flight commanders halt and advance their flights.

## **NOTE**

Please refer to A-PD-201-000/PT-000 "Manual of Drill and Ceremonial" for the Canadian Forces, for additional information and future amendments.

## Notes

## Personal Information

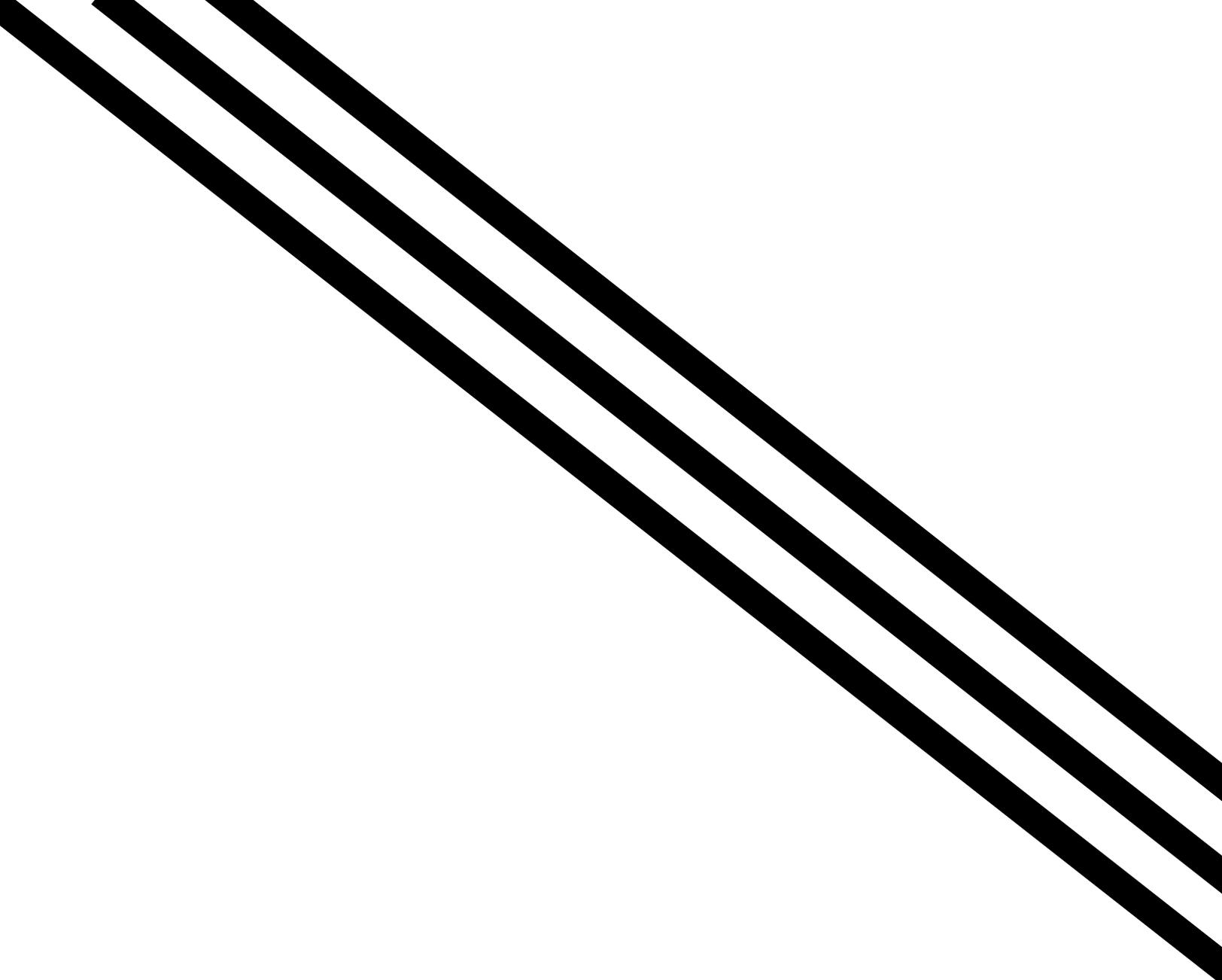
Name of Cadet \_\_\_\_\_

Cadet Rank \_\_\_\_\_ Telephone \_\_\_\_\_

Home Address \_\_\_\_\_

\_\_\_\_\_ Postal Code \_\_\_\_\_

Name and Number of Squadron \_\_\_\_\_



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