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ROYAL AIR FORCE
MANUAL

DRILL AND CEREMONIAL

AIR MINISTRY
OCTOBER, 1961

FOREWORD

This is an excerpt from *Royal Air Force Drill and Ceremonial Manual*, dated October 1961. The differences in drill and ceremonies used by the British will enhance a Civil Air Patrol Honor Guard repertoire. You may find the terms and movements a little strange at first, but will practice and hard work, the results will be outstanding. Enjoy!

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DEFINITIONS

Alignment	Any straight line on which a body of men is formed, or is to form.
Cant, To	To incline or tilt an object. To set at any angle.
Column	Units in parallel and successive alignments at a distance from one another equal to their own frontage.
Close Column of Flights	A squadron with its flights in line on parallel and successive alignments at a fixed distance.
Close Column of Squadrons	A wing with its squadrons in line on parallel and successive alignments at a fixed distance.
Column of Threes	A succession of sections of threes covering.
Column of Route	A column of threes with not more than three men abreast in any part of the column, including officers and supernumeraries.
Covering	The act of causing one or more bodies to be placed directly in rear of another.
Depth	The space occupied by a body of men from front to rear.
Direction, The Unit of	The squadron, flight, or file, responsible for maintaining direction in a drill movement.
Distance	The space between men or units measured from front to rear. It is measured from heel to heel. In the case of units, it is measured from the heels of the front rank of one unit to the heels of the front rank to the next unit.
Dress, To	To take up an alignment correctly.
Drill	The means whereby a body of men is controlled and directed efficiently, through the executive command of one man, towards the attainment of an aim.
File	Any man of the front rank together with the man or men immediately behind him.
File, Right	An odd-numbered file.

File, Left	An even-numbered file.
Flank, Directing	The flank by which units march and dress.
Flank, Inner	The nearer to the directing flank.
Flank, Outer	The opposite to the inner, or directing flank.
Flank, Reverse	That opposite to the directing flank.
Flight	A sub-unit, two or more of which comprise a squadron.
Formation	A number of units grouped together under one commander. The smallest permanent formation in the Royal Air Force is the squadron. Other formations are: wings, groups, commands.
Formation, The Unit of	The expression used in drill to describe the squadron or flight on which a change of formation is based.
Front	The direction in which men or units are facing or moving at any given time.
Frontage	The extent of ground covered laterally by a body or bodies of men.
Guide	An N.C.O. or man on the right or left of the front ranks of units or formations whose specific duty is to lead and maintain correct distances from other units when on the march.
Incline	The movement by which ground is gained to the front and flank simultaneously.
Interval	The lateral space between men or units on the same alignment measured between adjacent flanks.
Line	Men or units formed on the same alignment.
Line of Squadrons in Close Column of Flights	A wing with its squadrons in close column of flights at ten paces interval between squadrons.
Marker	An N.C.O. or man placed in position to mark a point where the flank of a squad, unit, or formation, is to rest.

Order, Close (Three Ranks)	The formation of a unit or squad in three ranks, one behind the other, at a distance of three paces of 30 inches between ranks.
Order, Close (Two Ranks)	The formation of a unit or squad in two ranks, one behind the other, at a distance of two paces of 30 inches between ranks. The ranks are termed the "front rank" and "rear rank" and each man in the rear rank covers the corresponding man in the front rank.
Order, Open (Three Ranks)	The formation of a unit or squad in three ranks, one behind the other, at a distance of three paces of 30 inches between ranks.
Order, Open (Two Ranks)	The formation of a unit or squad in two ranks, one behind the other, at a distance of four paces of 30 inches between ranks.
Parade	A formation of two or more wings.
Patrol	A small party of men usually commanded by an N.C.O., carrying out some specific duty such as visiting sentries, inspecting an area or building as a precaution against fire, etc.
Picquet	A party of men usually commanded by an N.C.O., detailed to carry out some specific duty, *e.g.* police picquet, fire picquet, etc.
Pivot Flank	The flank on which a unit pivots when changing directions.
Pivot Guide	A guide on a pivot flank of a unit.
Rank	A line of men side by side.
Squad	A small body of men formed for drill or working party.
Squadron	A Royal Air Force unit consisting of a headquarters and two or more flights.
Supernumerary Rank	An extra rank composed of supernumerary officers or N.C.Os. The supernumerary rank of N.C.Os. will be two paces of 30 inches in rear of the rear rank. The supernumerary rank of officers will be three paces of 30 inches in rear of the rear rank.
Unit	The smallest number of men and material grouped together

	under one commander for both command and administration. For drill purposes, a unit is a body of men capable of carrying out independent movement.
Wheeling	A movement by which a body of men bring forward a flank on a fixed or moving pivot.
Wing	A formation consisting of two or more squadrons or units with a headquarters.

AMERICANIZATION OF BRITISH MOVEMENTS

British	American
Stand At - Ease	Parade, REST
Stand - Easy	AT EASE
Right - Turn	Right, FACE
Right In - Cline	Half-right, FACE
About - Turn	About, FACE
Right, Turn (while marching)	Right, FLANK
About - Turn (while marching)	To the Rear, MARCH
To the Right (Left) …Paces Sideways - March	Right (Left) Step, MARCH

This has been inserted to ease the understanding of the movements and their American counterpart.

Chapter 3

GENERAL INSTRUCTIONS

1. During the initial stages of training in foot drill, instruction is to be given in open order.

2. Exercises are to be taught first by numbers and when proficiency has been obtained by judging the time. A pause equal to one pace in quick time is to be observed between successive movements except where otherwise stated.

Formation of a Squad

3. A right marker is to be detailed. On the command

RIGHT MARKER

the marker is to come to attention, march out in quick time and halt, facing the instructor at a distance of three paces, and stand at ease. On the command

ON - PARADE

the marker and squad are to come to attention. The squad is to observe a pause equal to one pace in quick time, and is then to march forward and form up in three ranks with two men covering the marker forming the first file, the remainder forming up on the left of the first file. After observing a pause equal to one pace in quick time, all airmen, with the exception of the right file, are to turn their heads and eyes to the right; at the same time, airmen in the front rank are to raise their right arms fully extended with hands clenched and the back of the hand upward, knuckles touching the shoulder of the man immediately to their right. The right-hand man of the front rank is to turn his head and eyes to the left. After observing a pause equal to one pace in quick time, each airman is to take up his dressing in line by moving with short quick paces until he is just able to see the lower part of the face of the second man beyond him. The shoulders are to be kept square to the front, without bending the body or the head backward or forward. Airmen in the centre and rear ranks are to cover airmen in the front rank at one pace distance. When the right-hand man of the leading file is satisfied the squad is steady, he is to turn his head and eyes to the front; on this movement all airmen in succession from right to left are to turn their heads and eyes to the front, and at the same time airmen of the front rank are to lower their arms to their sides. After a pause equal to one pace in quick time and in succession from right to left, airmen are to stand at ease.

4. If there are only two men in any file, the centre rank is to be left blank; and if there is only one man, the centre and rear ranks are to be left blank. Incomplete files are to be positioned as the second file from the left flank.

5. A blank file of one man in a squad, which when halted has been turned about, is to take two paces forward.

6. Squads of less than nine airmen are to be formed up in two ranks with the same interval between men.

Dressing

7. Each individual is responsible for his correct dressing on parade. This principle applies during all parade movements.

8. To correct the dressing of a parade, the parade commander is to give the command RIGHT (or LEFT) - DRESS. When the dressing has been corrected the order EYES -FRONT is to be given. Dressing is to be carried out as expeditiously as possible.

9. On the command

RIGHT - DRESS

each airman, except the right-hand man of each rank, is to take a sharp pace forward of 12 inches. After a pause equal to one pace in quick time, each airman, except the right-hand man of each rank, is to turn his head to the right. Airmen in the front rank of the parade are to raise their right arms, hands clenched, the backs of the hands upwards with the knuckles touching the shoulder of the man immediately on their right. After this movement, there is to be a pause equal to one pace in quick time and then each airman is to take up his dressing in line by moving with short quick paces until he is able to see the lower part of the face of the second man beyond him. (The shoulders are to be kept square to the front without bending the body or head forward or backward.) Airmen in the centre and rear ranks are to cover airmen in the front rank at one pace distance. On the command

LEFT - DRESS

exactly the same procedure is to be followed, except that the left arms are to be raised and airmen are to turn their heads to the left.

10. On the command

EYES - FRONT

each airman, except the right- (or left-) hand man of each rank, is to turn his head smartly to the front. The men in the front rank are to bring their arms smartly to their sides, without bending their elbows or striking their thighs.

Dressing without Intervals

11. Dressing without intervals is to be carried out when space is very limited, when an address is being given, or when forming a guard of honour in two ranks. The general principle for dressing

without intervals are the same as those given in para. 9, except that the arm is not to be raised and the distance is to be about three inches from arm to arm.

12. When it is necessary to dress without intervals the command

WITHOUT INTERVALS, RIGHT (LEFT) - DRESS

is to be given.

The Position of Attention

13. On the executive part of the word of command

ATTEN - TION

the left foot is to be brought smartly into the right, without stamping, and the arms brought to the sides. (The knee is to be slightly bent during this movement to allow the foot to be raised no more than two inches.) The heels are to be together and in line. The toes of the feet are to be turned outwards at an angle of approximately 45 degrees. The knees are to be straight. The weight of the body is to be balanced on both feet and is to be evenly distributed between the fore-part of the feet and the heels. The body is to be erect and is to be carried evenly over the thighs. The shoulders (which are to be level and square to the front) are to be drawn downwards and backwards without strain or stiffness so as to bring the chest to its natural position. The arms are to hang easily from the shoulders and are to be as straight as the natural bend of the arm (when the muscles are relaxed) will allow. The wrists are to be straight and the palms of the hands are to be turned towards the thighs. The fingers are to be lightly clenched and the thumbs are to be to the front, touching the forefingers. The thumbs and tips of the fingers are to rest lightly on the thighs with the thumb on the side seam of the trousers. The neck is to be erect, the head is to be straight, and the chin is to be drawn in. The eyes are to look straight to the front. Breathing is not to be restrained, and no part of the body is to be stiff or strained.

14. The position of attention is one of alertness in readiness for a word of command and the muscles of the body are therefore to be controlled to await any order which may be given.

15. Picture omitted.

Standing at Ease

16. On the command

STAND AT - EASE

the left foot is to be placed, smartly, without stamping, 12 inches to the left (the knee is to bend slightly during this movement to allow the foot to be raised no more than two inches) and the weight of the body is to rest evenly on both feet. At the same time, the hands are to be placed behind the back. The back of the right hand is to be placed in the palm of the left hand, thumbs

are to be crossed right over left, and the arms are to hang easily to their full extent. (Although this position is more relaxed than that of Attention, no movement is to be made.)

17. When falling in on parade, individuals are to stand at ease after taking up their dressing.

18. When equipped in "marching order" without weapons, the arms are to be in the position of Attention.

19. Picture omitted.

Standing Easy

20. On the command

STAND - EASY

the limbs, head and body may be moved, but not the feet. If the feet are moved the dressing may be lost. Slouching, talking and unnecessary movement is not to be allowed.

21. Airmen standing easy are to assume the position of Stand at Ease as soon as a cautionary word of command is given, so as to be ready to carry out the next command.

Open and Close Orders

22. On the command

OPEN ORDER - MARCH

the front rank is to take two paces forward and the rear rank two paces backward.

23. On the command

CLOSE ORDER - MARCH

the rear rank is to take two paces forward and the front rank two paces backward.

Turning when Halted

Notes.

(1). During all turning movements the arms are to be kept close to the sides as for the position of Attention.

(2). The detail for turning to the left and inclining to the left is the same as for movements to the right, except that the word Left is to be substituted for the word Right.

24. Turnings at the halt are divided into two movements. On the command

RIGHT - TURN

(a) ONE. A turn is to be made to the right through 90 degrees, on the right heel and the left toe, by raising the left heel and the right toe; both knees are to be kept straight and the body erect. On completion of this preliminary movement the right foot is to be flat on the ground and the left heel raised, knees are to be straight and the weight of the body is to be on the right foot.

(b) TWO. The left heel is to be brought smartly up to the right heel without stamping. At the same time the knee is to be bent sufficiently for the foot to clear the ground by two inches.

Inclining to the Right

25. Inclining is carried out in two movements. On the command

RIGHT IN - CLINE

(a) ONE. A movement similar to that of the first movement for a right turn is to be carried out, except that the turn is to be made to the half right.

(b) TWO. A movement similar to that of the second movement for the right turn is to be carried out.

Turning About

26. The about turn is carried out in two movements. On the command

ABOUT - TURN

(a) ONE. A turn about is to be made on the right heel and the left toe, by raising the right toe and the left heel; both knees are to be kept straight and the body is to be erect. When this preliminary movement is completed, the right foot is to be flat on the ground and the left heel raised, both knees are to be straight and the weight of the body is to be on the right foot.

(b) TWO. The left heel is to be brought smartly up to the right without stamping. The knee is to be bent sufficiently for the foot to clear the ground by two inches.

Saluting to the Front when Halted

27. Saluting to the front when halted is carried out in two movements. On the command

TO THE FRONT - SALUTE

(a) ONE. The right hand is to be brought smartly, with a circular motion, to the head; the palm of the hand is to be to the front and the fingers and thumb fully extended and held close together. The forefinger is to be one inch behind and to the right of the right eye, the wrist is to be straight, and the elbow in line and square with the right shoulder.

(b) TWO. The right hand is to be brought smartly down to the side by the shortest way, without striking the thigh.

28. When judging the time, a pause, equal to two paces in quick time, is to be observed between the two movements.

29. The position of Saluting to the Front.

Saluting to the Right (or Left) when Halted

30. Saluting to the right (or left) when halted is carried out in two movements. On the command

TO THE RIGHT (LEFT) - SALUTE

(a) ONE. The head is to be turned sharply in the direction ordered. At the same time the movements detailed for saluting are to be carried out.

(b) TWO. The right hand is to be brought smartly down to the side by the shortest way, without striking the thigh. At the same time the head is to be turned smartly to the front.

31. When judging the time, a pause, equal to four paces in quick time, is to be observed between the two movements.

CHAPTER 4

MARCHING IN SLOW TIME

The Balance Step

1. The Balance Step is an effective method of teaching airmen to control the muscles and limbs, and to acquire correct balance and erect carriage. It is also a useful preliminary in training airmen to march in slow time. When the airman has made enough progress to carry out each separate movement of the Balance Step correctly, the interval between the successive words of command is to be reduced until he is moving forward with only a short pause between the movements.

2. On the command

BALANCE STEP, LEFT FOOT - FRONT

the head and body are to be in the position of Attention with the arms steady at the sides. The left foot is to be advanced smartly to the front (about 12 inches) and turned outward at the same angle as when halted, with the toes pointing towards, and two inches from, the ground. The left leg is to be kept straight and the foot is to be stretched as it comes forward. The right leg is to be kept straight and the body is to be balanced on the right foot.

3. On the command

FOR - WARD

the left foot is to be advanced forward in an even movement to complete a pace of 24 inches. The leg is to be straight with the toes pointing downwards and the foot is to be placed firmly on the ground. At the same time the weight of the body is to be transferred to the left foot. The right foot is to be raised off the ground, with the leg straight and the foot stretched so that the toes are pointing towards and about two inches from the ground.

4. On the command

RIGHT FOOT - FRONT

the right foot is to be advanced smartly about 12 inches beyond the left foot. The leg is to be bent sufficiently to enable the foot to clear the ground and is to be straightened as it comes forward. The foot is to be stretched and turned outwards at the same time as when halted. The toes are to be pointed towards and about two inches from the ground. The left leg is to be kept straight and the body balanced on the left foot.

5. On the command

HALT

which is to be given when the right foot is forward and on the ground, a full forward pace is to be completed with the left foot and the right foot brought smartly up in line with the left foot.

Marching

6. On the command

SLOW - MARCH

the left foot is to be advanced evenly to complete a pace of 24 inches. The foot is to be turned outward at the same angle as when halted, with the foot stretched and the toes pointed towards the ground. The arms and hands are to be kept steady at the side. Without pause a similar pace is to be taken with the right foot, and the forward movement continued in slow time. The body is to be well balanced over the thighs. Each leg, as it swings forward, is to be bent sufficiently at the knee to enable the foot to clear the ground.

7. On the command

HALT

which is to be given when the right foot is forward and on the ground, a forward pace is to be completed with the left foot and the right foot brought smartly up in line with the left foot.

Marking Time

8. On the command

MARK - TIME

which is to be given when the left foot is forward and on the ground, a full forward pace is to be completed with the right foot, after which marking time is to start with the left foot. Each foot is to be raised alternately **nine** inches from the ground without moving forward or backward. The foot, as it is raised, is to be pointed downwards and the leg (below the knee) to be perpendicular.

9. On the command

HALT

which is to be given when the right foot is on the ground, one further movement is to be completed with the left foot, after which the right foot is to be brought smartly in line with the left.

10. On the command

FOR - WARD

which is to be given when the left foot is on the ground and the right knee raised, a further movement is to be completed with the right foot and a slow march is to be resumed, starting with the left foot.

Changing Step on the March

11. On the command

CHANGE - STEP

which is to be given when the right foot is forward and on the ground, a further pace is to be completed with the left foot, and the hollow of the instep of the right foot is to be brought up in line with the heel of the left foot. The left foot is then to be moved forward, and though the step is changed the timing is not lost.

Changing Step when Marking Time

12. Or the command

CHANGE - STEP

which is to be given when the right foot is on the ground, two successive movements are to be completed with the left foot, and marking time is to be restarted with the right foot.

Variation of Pace

13. *(a)* On the command

STEP-OUT

which is to be given when the left foot is forward and on the ground, a further pace is to be completed with the right foot, after which the pace is to be lengthened to 30 inches starting with the left foot, without altering the marching time. (This step is used when. a slight increase of speed is required without altering the time.)

(b) On the command

SLOW - MARCH

which is to be given when the left foot is forward and on the ground, a further pace of 30 inches is to be completed with the right foot, after which the pace is to be shortened to 24 inches starting with the left foot.

14. *(a)* On the command

STEP - SHORT

which is to be given when the left foot is forward and on the ground, a further pace of 24 inches is to be completed with the right foot, after which the pace is to be shortened to 18 inches starting with the left foot, without altering the marching time. (This step is to be used when a slight decrease of speed is required without altering the time.)

(b) On the command

SLOW MARCH

which is to be given when the left foot is forward and on the ground, a further pace of 18 inches is to be completed with the right foot, after which the pace is to be lengthened to 24 inches, starting with the left foot.

Turnings on the March

15. The Balance Step is a useful method of instruction for preliminary training in drill movements, but is only used as an instructional aid. Movements are to be carried out in slow time when this step is used.

16. *(a)* On the command

BALANCE STEP, RIGHT - TURN

which is to be given when the left foot is forward and on the ground, a full forward pace is to be completed with the right foot. The left foot is to be turned diagonally to the right and is to be placed on the ground, with the instep about three inches in front of the right toe. The weight of the body is to be turned to the right. At the same time the right foot is to be advanced smartly about 12 inches in the new direction and is to be held clear of the ground with the foot stretched and the toes pointing, downwards. (In this position both knees are to be straight and the arms are to be steady at the sides.)

(b) On the command

FOR WARD

a forward pace of 24 inches is to be completed with the right foot, and marching resumed in slow time.

17. On the command

RIGHT - TURN

which is to be given when the left foot is forward and on the ground, a full forward pace is to be completed with the right foot and a turn to the right is to be made by turning the left foot diagonally to the right and placing it on the ground about three inches in front of the right toe. The weight of the body is to be transferred to the left foot, the body turned to the right, and the right foot advanced a full forward pace in the new direction. Marching is to be continued in slow time.

18. The movement for the command

RIGHT IN - CLINE

is to be carried out in the same manner as for the Right Turn except that only a half turn is to be made.

19. On the command

ABOUT- TURN

which is to be given when the left foot is forward and on the ground, a full forward pace is to be completed with the right foot and the body is then to be turned about to the right by marking time for three slow beats, turning the body progressively with each beat. Marching in slow time is then to be resumed with the right foot.

20. The details for the Balance Step movement to the Left is the same as that for the Right, except that the word Left is to be substituted for the word Right.

CHAPTER 5

MARCHING IN QUICK TIME

The Quick March

1. On the command

QUICK - MARCH

the left foot is to be advanced evenly to complete a pace of 24 inches. The foot is to meet the ground with the heel. During this movement the rear knee is to be braced; the arms are to be as straight as their natural bend will allow; the wrists are to be straight; and the fingers are to be lightly clenched with the thumb on top and touching the forefinger, the right arm is to swing forward and the left arm is to swing to the rear level with the belt. This forward movement is to be continued in quick time. The legs are to swing forward freely and naturally from the hip. Each leg as it swings forward is to be bent sufficiently at the knee to enable the foot to clear the ground.

2. On the command

HALT

which is to be given as the right foot is forward and on the ground, a full forward pace is to be completed with the left foot, and the right foot is to be brought up smartly in line with it, without undue bending of the knee. The arms are to be brought to the sides in the position of Attention.

3. The detail for the command

MARK - TIME

is the same as that for slow time (carried out in quick time), except that the foot is raised **six** inches above the ground. The arms are to be brought to the sides and kept steady.

4. The detail for the command

FOR - WARD

is the same as that for slow time (carried out in quick time).

5. The detail for the command

CHANGE - STEP

is the same as that for slow time, except that in quick time the arms are to be brought to the sides and kept steady during the execution of the change.

Variation in Pace

6. The detail of variation in pace is the same as that for slow time (carried out in quick time).

Turnings on the March

7. The detail for turning and inclining is the same as that for slow time (carried out in quick time). When turning in quick time, the arms are to be kept steady at the sides.

Moving Forward or Backward a Given Number of Paces

8. A formation may be moved forward or backward a maximum of four paces. This movement is to be used only when it is necessary for airmen to be moved forward or backward a short distance onto a marker or alignment.

9. On the command

... PACES FORWARD (BACKWARD) - MARCH

the formation is to move forward (backward) the number of paces ordered, starting with the left foot. Arms are to be kept steady at the sides.

Moving Sideways a Given Number of Paces

10. A formation may be moved sideways a maximum of 10 paces. This movement is to be used only when it is necessary for airmen to be moved to the left or right over a short distance to a given point or marker.

11. On the command

TO THE RIGHT (OR LEFT) ... PACES SIDEWAYS - MARCH

the right (left) foot is to be placed 12 inches to the right (left) and the left (right) foot to be brought up to it (in quick time). The necessary number of paces is to be completed in this manner without a pause. Shoulders are to be kept square to the front and each knee is to be bent sufficiently to enable the foot to clear the ground by six inches during the movement. The whole movement should be carried out in strict cadence, *i.e.* 120 paces per minute.

Quick March to Slow March

12. On the command

INTO SLOW TIME, SLOW - MARCH

which is to be given when the left foot is forward and on the ground, a full forward pace is to be completed in quick time with the right foot. The first pace in slow time is to be taken with the left foot. The arms are to be brought to the sides as the right foot completes the last pace in quick time.

Slow March to Quick March

13. On the command

INTO QUICK TIME, QUICK - MARCH

which is to be given when the left foot is forward and on the ground, a full forward pace in slow time is to be completed with the right foot The first pace in quick time is to be taken with the left foot. The arms are to be swung as the left foot begins the first pace in. quick time.

CHAPTER 6

MARCHING IN DOUBLE TIME

The Double March

1. On the command

DOUBLE - MARCH

individuals are to step off with the left foot and double march on their toes with easy swinging strides. The body is to be inclined slightly forward, but a correct carriage is to be maintained. The feet are to be raised a few inches from the ground during each pace, and the thigh, knee, and ankle joints are to work freely without stiffness. The whole body is to be carried forward without unnecessary effort by a push from the rear foot. The rear foot is then to be brought straight to the front, and the toes placed lightly on the ground. The arms are to swing easily from the shoulders and are to be sufficiently clear from the body to allow full freedom of the chest. The arms are to be bent at the elbow, the forearm forming an angle of about 135 degrees with the upper arm (midway between the straight arm and the right angle at the elbow). The hands are to be slightly clenched, the backs facing outwards. The shoulders are to be kept steady and square to the front. The head is to be erect.

2. On the command

HALT

which is to be given when the right foot is forward and on the ground, the forward movement of the body is to be checked in three paces, after which the right foot is to be brought up in line with the left foot (in double time). At the same time the arms are to be brought to the sides in the position of Attention.

3. On the command

DOUBLE MARK - TIME (from DOUBLE - MARCH)

which is to be given when the right foot is on the ground, two more paces are to be completed, after which each airman is to mark time starting with the left foot. When marking time, each foot is to be raised alternately nine inches from the ground without moving forward or backward. The foot as it is raised is to be pointed downwards, and the leg (below the knee) is to be perpendicular. The arms are to be held in the same position as when double marching, but kept steady at the sides.

4. On the command

DOUBLE MARK - TIME (from the HALT)

each airman is to double mark time starting with the left foot.

5. On the command

FOR - WARD

which is to be given when the left foot is on the ground and the right knee is raised, a further movement is to be completed with the right foot, and the double march is to be resumed starting with the left foot.

6. On the command

INTO QUICK TIME, QUICK - MARCH

which is to be given when the left foot is forward and on the ground, the forward movement of the body is to be checked in three paces (in double time), and the first pace in quick time is to be taken with the left foot.

Changing from Quick Time to Double Time

7. On the command

INTO DOUBLE TIME, DOUBLE - MARCH

which is to be given when the left foot is forward and on the ground, a full forward pace is to be completed with the right foot, and the first pace in double time is to be taken with the left foot.

Changing from Double Time to Quick Time

8. On the command

INTO QUICK TIME, QUICK - MARCH

which is to be given when the left foot is forward and on the ground, the forward movement of the body is to be checked in three paces (in double time), and the first pace in quick time is to be taken with the left foot.

CHAPTER 7

SALUTING ON THE MARCH

Saluting on the March in Quick Time

1. Airmen are taught to salute to the front to accustom them to approach officers correctly (the pause between the two salutes represents the delivery or receipt of a message).

2. Airmen are taught to salute to the right (or left) to accustom them to salute officers correctly when passing them.

3. Airmen are to be practised in saluting to the right (or left) when marching two or three abreast, and saluting points are to be placed at intervals for this purpose; the airman nearest the saluting point is to indicate the time. They are to act together and are to start the salute three paces before reaching the saluting point.

4. The reason for teaching airmen the movement "An officer passing your front salute" is to accustom them to salute correctly when officers are crossing their line of approach.

5. On the command

TO THE FRONT-SALUTE

which is to be given when the right foot is forward and on the ground, airmen are to halt, observe a pause equal to one pace in quick time, and then salute to the front. After completing the salute, airmen are to observe a pause equal to four paces in quick time, and then salute for the second time. After the second salute, airmen are to observe a pause equal to one pace in quick time, turn about, observe another pause equal to one pace in quick time, and then start marching (starting with the left foot).

6. On the command

TO THE RIGHT (or LEFT) SALUTE

which is to be given when the left foot is forward and on the ground, a full pace forward with the right foot is to be completed and arms checked to the side. When the left foot again touches the ground, the head is to be turned smartly in the direction ordered and the salute is to be given. After marching four paces at the salute, the right arm is to be brought to the side and the head turned to the front as the right foot comes to the ground. During the salute the left arm is to be kept steady at the side. The normal arm swing is to be resumed as the next forward pace is taken with the left foot.

7. On the command

AN OFFICER PASSING YOUR FRONT - SALUTE

which is to be given when the left foot is forward and on the ground, a full forward pace with the right foot is to be completed, and arms checked to the side. When the left foot again touches the ground, the salute is to be given; after marching four paces at the salute, the right arm is to be brought to the side as the right foot comes to the ground. During the salute, the left arm is to be kept steady at the side. After the salute, the normal arm swing is to be resumed as the next forward pace is taken with the left foot.

Eyes Right (or Left) and Eyes Front

8. On the command

EYES - RIGHT (LEFT)

which is to be given when the left foot is forward and on the ground, a full forward pace is to be completed with the right foot, and when the left foot again comes to the ground, the head is to be turned smartly in the direction ordered.

9. On the command

EYES - FRONT

which is to be given when the left foot is forward and on the ground, a full forward pace is to be completed with the right foot, and when the left foot again comes to the ground, the head is to be turned smartly to the front. During these movements the arms are to swing in the normal manner.

Officers

10. Officers, when in charge of units on the march requiring to salute as a unit, are to give their orders on the successive left feet so that a smooth order/action results.

CHAPTER 8

GENERAL INSTRUCTIONS

Method of Instruction

1. Airmen are to be taught the names of the parts of the weapon with which they are issued. They are also to be instructed in the care of arms before they start exercises in arms drill.

2. The initial stages of arms drill training are to be given in open order, as this method enables the instructor to watch each airman and correct individual faults.

3. Exercises are first to be taught by numbers and later by judging the time. A pause equal to two paces in quick time is to be observed between succeeding movements.

4. Airmen when exercising with arms are to be practised in different times in marching, variations of pace, and in drill movements in formation.

5. When exercises are carried out on the march in slow or quick time, each movement is to be made as the left foot is forward and on the ground.

Position when Carrying Arms

6. The head, body, and legs are to be kept steady and in the position of Attention when the exercises are carried out, except when the detail of the movement states otherwise.

7. The disengaged arm is to be kept steady at the side when marching in slow time. When marching in quick or double time the disengaged arm is to be swung from front to rear in the same manner as in drill without arms, except where otherwise specified.

8. During rifle exercises the lower fastener of the sling is to be positioned as near as possible to the lower sling level, the sling being made taut by adjusting the upper sling fastener. (This applies to the Lee-Enfield rifle only.)

CHAPTER 9

LEE-ENFIELD MK. 4 RIFLE

The Order Arms Position

1. In the Order Arms position airmen are to stand at Attention. The rifle is to be gripped in the right hand at or near the band, and held in a perpendicular position at the right side with the muzzle close to the body. The butt of the rifle is to rest squarely on the ground with its toe in line with the small toe of the right foot. The right arm is to hang naturally from the shoulder and is to be slightly bent; the back of the hand is to be to the right and the thumb against the thigh. The rifle is to be square to the front and is to be gripped between the thumb and the four fingers, which are to be kept together and slanting towards the ground. The position of Order Arms is shown in Fig 5.

Falling In

2. When parading with rifles, airmen are to fall in at the order and stand at ease when they have taken up their dressing, as detailed in Chapter 3, except that airmen of the front rank are to raise their left arms instead of their right arms.

Moving Forward, Backward, or Sideways, a Given Number of Paces

3. Airmen are to be taught that when they are to move forward, backward, or sideways a given number of paces and have not been ordered to Advance, Slope, or Trail Arms, they are to keep the position of the Order, except that the rifle is to be raised about three inches from the ground when the movement is carried out. When the movement has been completed, the rifle butt is to be lowered quietly to the ground.

Standing at Ease

4. On the command

STAND AT - EASE

the left foot is to be placed about 12 inches to the left, and the weight of the body is to rest evenly on both feet. At the same time ,the muzzle of the rifle is to be pushed forward sharply and square to the front, so that the right arm is straightened. (The right shoulder is not to drop.) The toe of the butt is to remain on the ground in line with the small toe of the right foot. The left arm is to remain in the position of Attention.

5. The position of Stand At Ease is shown in Fig. 6

Standing Easy (Fig. 7)

6. On the command

the right hand is to be slid smartly up the rifle to the nose cap. The limbs, head, and body may be moved, but the feet are to remain still. When a cautionary word of command is given, the right hand is to be slid smartly down the band, and the Stand At Ease position is to be resumed (See Fig. 7.)

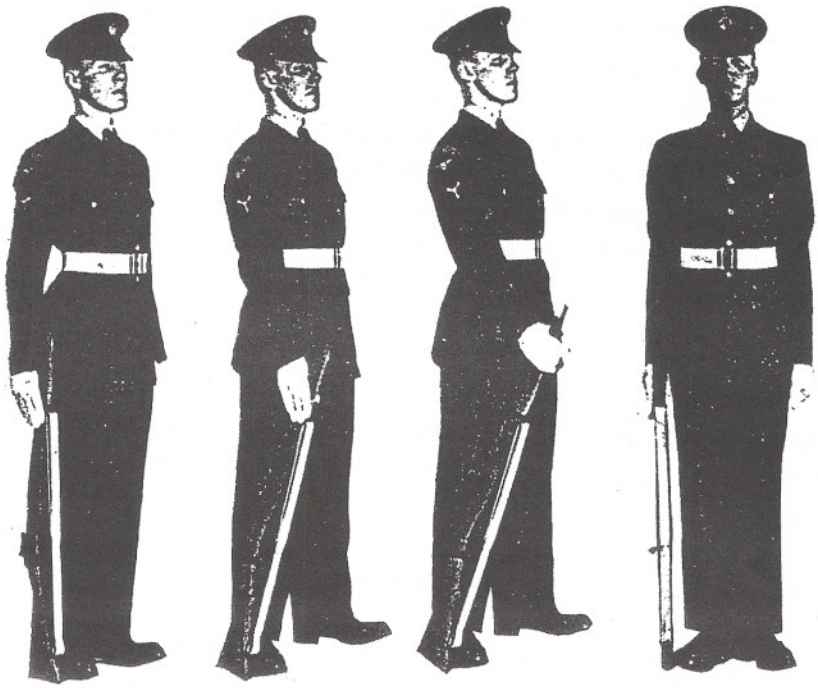


Fig. 5. Attention and Order Arms

Fig. 6. Stand at Ease

Fig. 7. Stand Easy

Fig. 8. Attention—Front View

The Order from the Stand at Ease

7. On the command

ATTEN - TION

the left foot is to be brought smartly into the right (the knee is to be bent slightly during this movement, and the foot raised two inches from the ground). At the same time, the rifle is to he returned to the Order position. (See Fig 8.)

The Slope from the Order

8. The Slope from the Order position is carried out in three movements. On the command

SLOPE - ARMS

(a) ONE. The rifle is to be thrown upwards with the right hand, caught with both hands and held in a perpendicular position at the right side, close to the body. The left hand, with the wrist straight, is to grip the rifle at or near the band. The forearm is to be horizontal and close to the body. The right hand is to grip the rifle at the small of the butt. The back of the hand is to be to the right; fingers straight and together elbow to the rear; arm nearly straight; and shoulders square. (See Fig. 9 (A) and (B).)

(b) TWO. The rifle is to be carried across the body and is to be placed on the left shoulder with the magazine to the left. At the same time the left hand is to meet the rifle at the butt. The thumb is to be about one inch from the toe of the rifle, fingers together and pointing upwards, with the upper arm perpendicular and close to the side. The back of the hand and forearm is to be horizontal and the heel of the butt is to be in line with the

centre of the left thigh. The stock is to be vertical when viewed from the front. (See Fig. 9 (C).)

(c) THREE. The right arm is to he brought down smartly to the side to the position of Attention. (See Fig. 9 (D).)

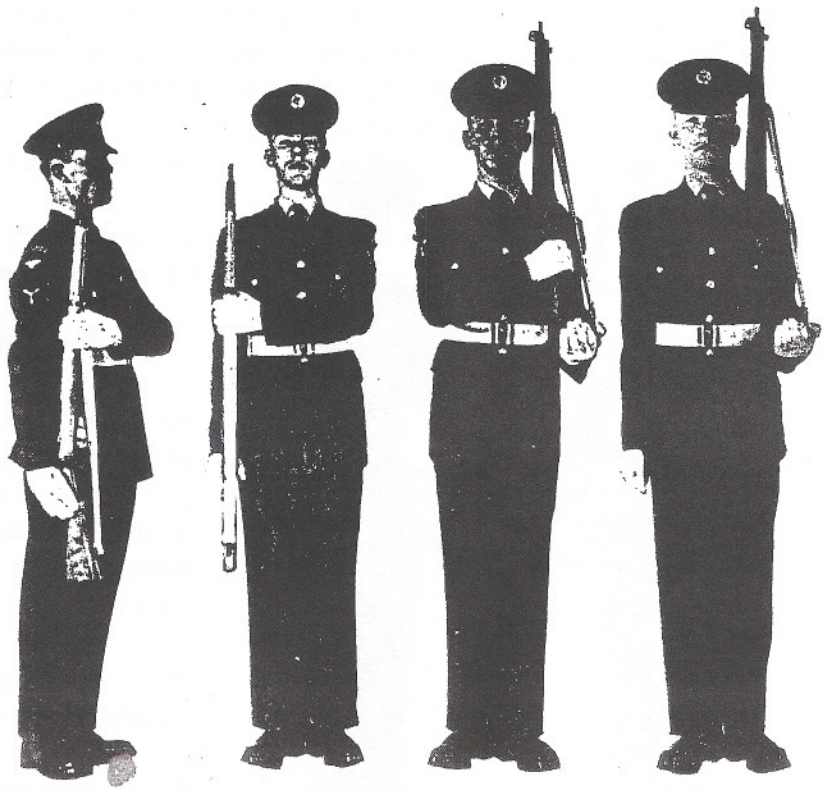
9. The rifle is normally to be carried at the slope by sentries and by airmen when marching in slow and quick time.

10. The position of the Slope is shown in Fig. 9 (D).

The Order from the Slope

11. The Order from the Slope position is carried out in three movements. On the command

Fig. 9. Slope from the Order



A—1st Movement —Side View | B—1st Movement —Front View | C—2nd Movement | D—3rd Movement

ORDER - ARMS

(a) ONE. The rifle is to be brought down smartly to a perpendicular position to the full extent of the left arm. At the same time the rifle is to be gripped with the right hand at or near the band. Both arms are to be kept close to the body. (See Fig. 10 (A).)

(b) TWO. The rifle is to be carried down across the body to a perpendicular position at the right side, with the magazine to the front. It is then to be steadied with the left hand at the nose cap. The fingers and thumb are to be together and straight. The butt is to be held just clear of the ground. The toe of the butt is to be in line with the small toe of the right foot. (See Fig. 10 (B).)

(c) THREE. The butt of the rifle is to be placed quietly on the ground, and the left arm is brought smartly to the side.

Dressing

12. When arms are carried, airmen in the front rank are to raise their left arm (hand clenched, back of the hand turned upwards) and touch with the knuckles the shoulder of the airman on their left. All other movements are to be the same as for dressing when arms are not carried.

Fig. 10. Order from the Slope

A—1st Movement B—2nd Movement

Saluting to the Front at the Slope

13. Saluting to the Front at the Slope is carried out in two movements. On the command

TO THE FRONT - SALUTE

(a) ONE. The right hand is to be brought across the body and the palm placed smartly just below the small of the butt. The forearm is to be horizontal, with the wrist straight. The fingers and thumb are to be extended together, with the back of the hand uppermost.

(b) TWO. The right hand is to be brought smartly to the side, without striking the thigh.

Saluting to the Right (Left) at the Slope

14. The movements for the order

TO THE RIGHT (LEFT) - SALUTE

are the same as those for the Saluting to the Front except that the head is turned smartly to the right (left) for the salute.

15. When judging the time, a pause equal to four paces in quick time is to be observed between the movements.

The Present from the Slope

16. The Present front the Slope is carried out in three movements. On the command

PRESENT - ARMS

(a) ONE. The small of the butt is to be gripped with the right hand (the back of the hand uppermost). The forearm and elbow are to be close to the body.

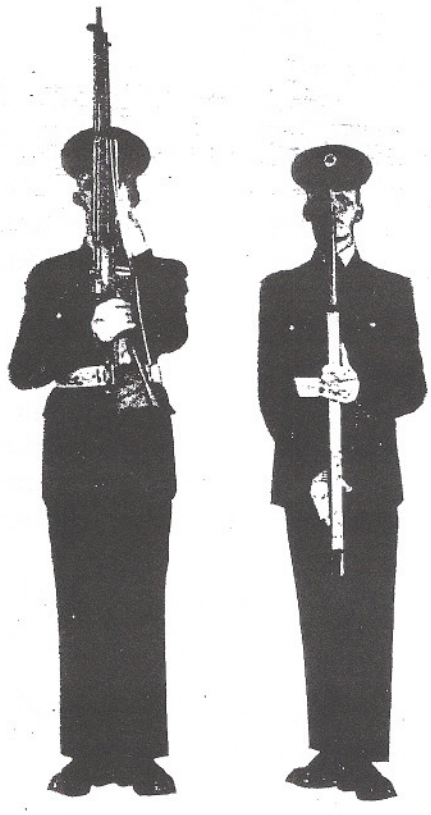
(b) TWO. The rifle is to be raised with the right hand to a perpendicular position in front of the centre of the body, with the magazine to the left. At the same time, the left hand is

to be placed smartly on the stock. The wrist is to be on the magazine with the fingers straight and pointing upwards; the thumb is close to the forefinger with the point of the thumb in line with the mouth. The left elbow is to be close to the butt with the right elbow, and butt held close to the body. The weight of the rifle is to be supported in the right hand. (See Fig. 11(A).)

(c) THREE. The rifle is to be brought down perpendicularly in front of the centre of the body (the magazine to the front) and is to be held lightly at the full extent of the right arm. At the same time, the left hand is to grip the rifle midway between the magazine and the band, the hand being outside the sling. The left thumb is to be pointed towards the muzzle. The fingers of the right hand are to be together and slanting downwards on the right side of the butt, thumb to the left. At the same time, the hollow of the right foot is to be placed against the left heel. The knee is to be bent sufficiently to enable the foot to clear the ground. The rifle is to be vertical and is to be held about two inches away from the body, with both elbows close to the body. The weight of the rifle is to be supported in the left hand.

17. The position of the Present Arms is shown in Fig. 11(B).

Fig. 11. Present from the Slope



A—2nd Movement B—3rd Movement

The Slope from the Present

18. The Slope from the Present Arms position is carried out in two movements. On the command

SLOPE - ARMS

(a) ONE. The rifle is to be placed on the left shoulder in the same way as for the second movement of the Slope from the Order. At the same time, the knee is to be bent sufficiently to enable the foot to clear the ground and the right foot is to be brought smartly in line with the left.

(b) TWO. The right hand is to be brought smartly to the side.

The Trail from the Order

19. On the command

TRAIL - ARMS

The rifle is to be given a "cant" forward by slightly bending the right arm. At the same time the rifle is to be caught at the point of balance and brought at once to the horizontal position at the side to the full extent of the arm, with the fingers and thumb round the rifle.

20. The position of the Trail Arms is shown in Fig. 12.

The Order from the Trail

Fig. 12. Trail Arms

21. On the command

ORDER - ARMS

the muzzle of the rifle is to be raised, the rifle caught at the band with the right hand, and the position of the Order Arms resumed.

The Change Arms at the Trail

22. Changing Arms at the Trail is carried out in three movements. On the command

CHANGE - ARMS

(a) ONE. The upper arm is to be kept steady at the side. At the same time, the rifle is to be raised to a perpendicular position in front of the right shoulder (magazine to the front). The elbow is to be held close to the side. The forearm is to be horizontal with the hand in line with the waist belt. (See Fig. 13 (A).)

(b) TWO. The rifle is to be passed across the front of the body. At the same time, the rifle is to be caught with the left hand at the point of balance, and the right arm is to be lowered smartly to the side. The rifle is to be in a perpendicular position in front of the left shoulder (magazine to the front) and the upper arm is to be close to the side. The forearm is to be horizontal, and the hand is to be in line with the waist belt. (See Fig. 13 (B).)

(c) THREE. The rifle is to be lowered smartly, to the full extent of the left arm, to the Trail position. (See Fig. 13 (C).)

23. To change arms from left to right, the word Left is to be substituted for Right and vice versa throughout the detail.

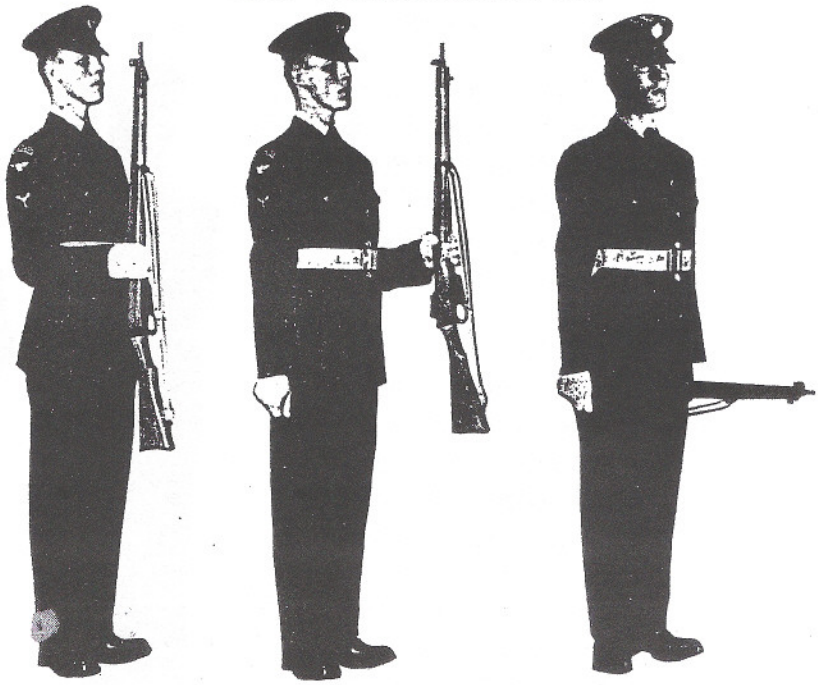
24. When airmen marching at the Trail are ordered to turn about, they are to raise the rifle to a perpendicular position in front of the right shoulder as the left foot comes to the ground on the first pace of the turn. The detail is the same as that for the first movement of the Change Arms at the Trail. The rifle is to be lowered as the right foot goes forward to resume marching.

The Trail - When to be Used

25. The rifle is normally to be carried at the Trail by airmen when marching in double time.

26. Although movements at the Trail are to be practised during initial training, they are not to be used when engaged in ground combat or training in extended order.

Fig. 13. Change Arms at the Trail



A—1st Movement B—2nd Movement C—3rd Movement

The Change Arms at the Slope

27. The Change Arms at the Slope position is carried out in four movements. On the command

CHANGE - ARMS

(a) ONE. The butt of the rifle is to be gripped with the right hand (back of the hand uppermost), fingers enclosing the sling. At the same time, the rifle is to be gripped at the small of the butt with the left hand. (See Fig. 14 (A).)

(b) TWO. The rifle is to be brought to a perpendicular position in the front of the centre of the body, magazine to the front and in line with the mouth, both elbows close to the body. (See Fig. 14(B).)

(c) THREE. The rifle is to be carried to the right shoulder, with the magazine turned outwards. (See Fig. 14 (C).)

(d) FOUR. The left hand is to be brought smartly down to the side. (See Fig. 14 (D).)

28. To change arms from the right to the left shoulder, substitute "Left" for "Right" throughout the detail.

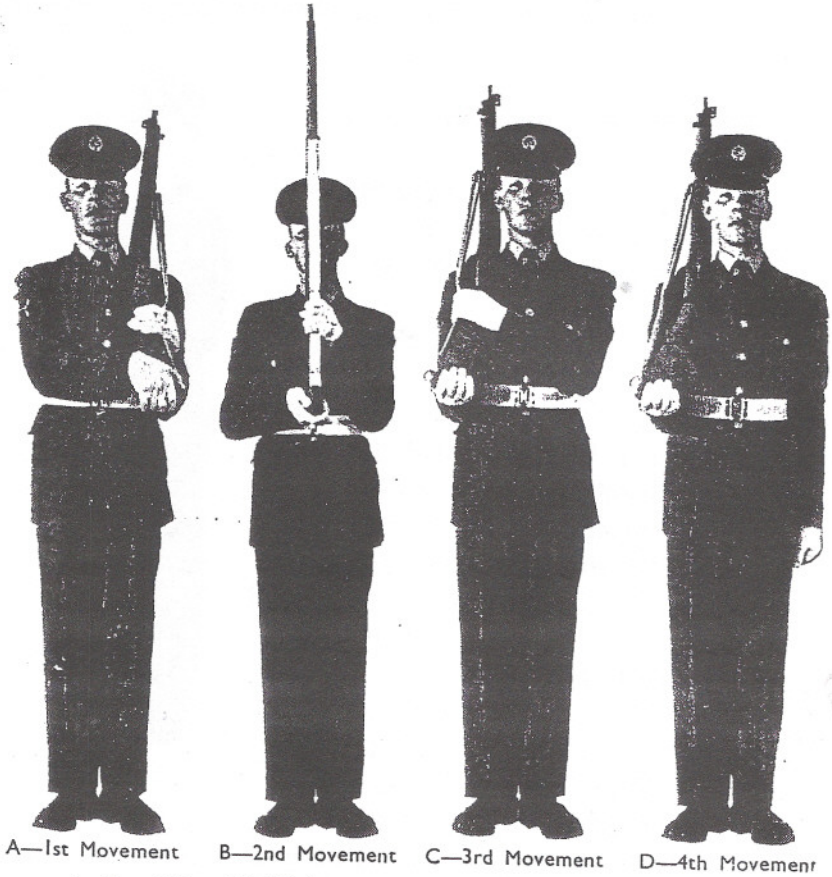
The Secure Arms from the Slope

29. The Secure Arms movement from the Slope is carried out in three stages. On the command

SECURE - ARMS

(a) ONE. The rifle is to be brought down to a perpendicular position to the full extent of the left arm. At the same time, the right hand is to grip the rifle at or near the outer band; both arms are to be kept close to the body. (See Fig. 15 (A).)

Fig. 14. Change Arms at the Slope



A—1st Movement B—2nd Movement C—3rd Movement D—4th Movement

(b) TWO. The rifle is to be turned, magazine to the front, the right hand gripping between the outer band and the magazine; the left hand is to grasp it at or near the band (outside the sling). The back of the hand is to be to the left. (See Fig. 15 (B).)

(c) THREE. The butt of the rifle is to be raised to the rear, and the breech is to be placed under the left armpit, with the knob of the bolt just clear of the body and to the rear. The muzzle is to be inclined slightly to the right and downwards. At the same time the right arm is to be brought to the side. (Bayonets are to be unfixed before rifles are brought to the Secure.) (See Fig. 15 (C).)

30. The position of the Secure Arms is shown in Fig. 16.

The Slope from the Secure

31. The Slope from the Secure is carried out in three movements. On the command

SLOPE-ARMS

(a) ONE. The upper arm is to be kept steady at the side, the muzzle of the rifle is to be lifted, and the rifle is to be brought to a perpendicular position in front of the left shoulder (with the magazine to the front). At the same time, the small of the butt is to be gripped with the right hand. (See Fig. 17 (A).)

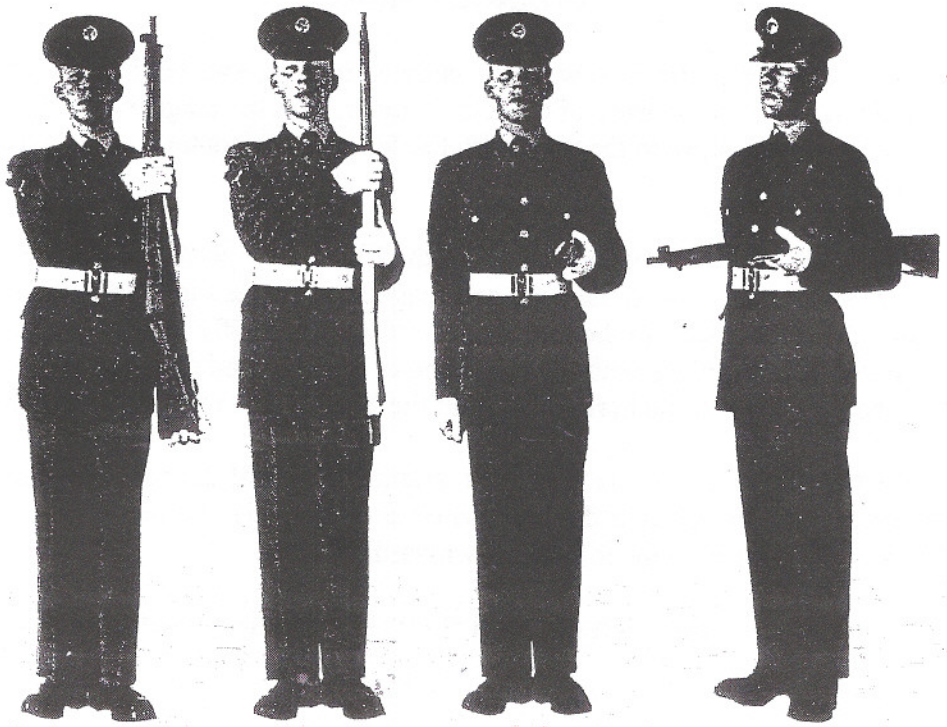
(b) TWO. The rifle is to be placed on the left shoulder. During this movement, the magazine is to be turned outwards, and the butt is to be gripped in the same manner as for the second movement of the Slope from the Order (See Fig. 17 (113).)

(c) THREE. The right arm is to be brought smartly down to the side. (See Fig. 17 (C).)

Change Arms at the Secure

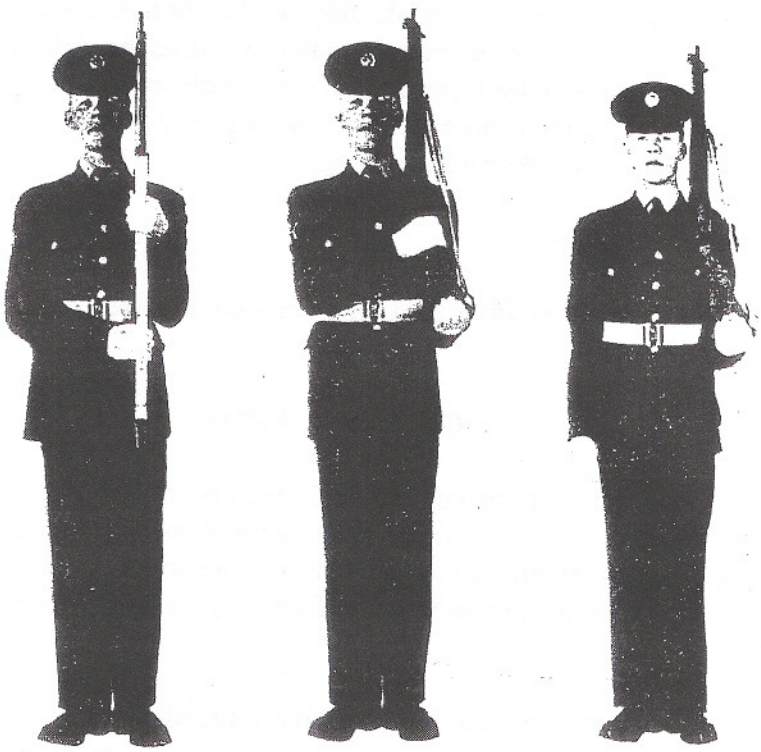
Fig. 15. Secure Arms from the Slope

Fig. 16. Secure Arms



A—1st Movement B—2nd Movement C—3rd Movement

Fig. 17. Slope from the Secure



A—1st Movement B—2nd Movement C—3rd Movement

32. Change Arms at the Secure is carried out in three movements. On the command

CHANGE - ARMS

(a) ONE. The upper arm is to be kept steady at the side, and the rifle is brought to a perpendicular position in front of the left shoulder, with the magazine to the front. The elbow is to be held close to the side, with the forearm horizontal and the hand in line with the waist belt.

(b) TWO. The rifle is to be passed across the front of the body and is to be caught by the right hand midway between the band and magazine. At the same time, the left arm is to be brought down smartly to the side. The position of the rifle is to be perpendicular in front of the right shoulder with the magazine to the front and the upper arm close to the side. The forearm is to be horizontal, with the hand in line with the waist belt.

(c) THREE. The right arm is to be bent, and the breech of the rifle brought under the right armpit with the knob of the bolt just clear of the body and to the rear. The muzzle is to be inclined slightly to the left and downward.

33. To change arms from right to left the word "Left" is to be substituted for the word "Right".

About Turn at the Secure

33A. When airmen marching at the Secure are ordered to turn about, the rifle is to be brought to a perpendicular position in front of the left shoulder as the left foot comes to the ground on the first pace of the turn. The rifle is to be brought to the Secure as the right foot goes forward to resume marching. When airmen are formed up in close order and carrying arms at the Secure, they are not to be turned into line from a facing flank or turned to face a flank from line. The rifles are to be brought to the Slope before turning.

Ground Arms from the Order

34. The Ground Arms movement from the Order position is carried out in two stages. On the command

GROUND - ARMS

(a) ONE. The heels are to be kept together, the knees bent outwards and the body forward, head back, eyes to the front, not looking down. At the same time, the rifle is to be placed quietly on the ground to the right with the magazine to the right. The muzzle of the rifle is to be pointed straight to the front and the band is to be in line with the toe of the boot.

(b) TWO. The position of Attention is to be resumed.

35. The Ground Arms movement is to be carried out in Open Order.

The Order from Ground Arms

36. Reverting to the Order position from the Ground Arms position is carried out in two movements. On the command

TAKE UP-ARMS

(a) ONE. The heels are to be kept together, the knees bent outwards and the body forward, head back, eyes to the front, not looking down. At the same time, the rifle is to be gripped at the band by the right hand.

(b) TWO . The position of Attention is to be resumed. At the same time, the rifle is to be brought smartly to the Order position.

The Port from the Order

37. To Port Arms from the Order. On the command

PORT - ARMS

the rifle is to be canted with the right hand smartly across the body (muzzle leading and the sling to the left and downwards), the barrel crossing the point of the left shoulder, and is to be met with the left hand at the point of balance. The thumb and fingers of the left hand are to be placed round the rifle and sling, with the left wrist opposite the left breast. At the same time, the small of the butt is to be gripped with the right hand, the back of the hand uppermost. Both elbows are to be kept close to the body, and the rifle is to be held about three inches clear of the body. The position of the Port Arms is shown in Fig. 18.

The Order from the Port

38. Order Arms from Port Arms is carried out in three movements. On the command

ORDER - ARMS

(a) ONE. The rifle is to be held steady with the left hand and gripped with the right hand (forearm along the stock) at the band, with the back of the hand uppermost. (See Fig. 19.)

(b) TWO. The rifle is to be carried down across the body to a perpendicular position, at the right side, with the magazine to the front. It is then to be steadied with the left hand, at the nose cap. The fingers and thumb are to be together and straight. The butt is to be held just clear of the ground. The toe of the butt is to be in line with the small toe of the right foot.

(c) THREE. The butt of the rifle is to be placed quietly on the ground, and the left arm is brought smartly to the side.

Fig. 18. Port from the Order

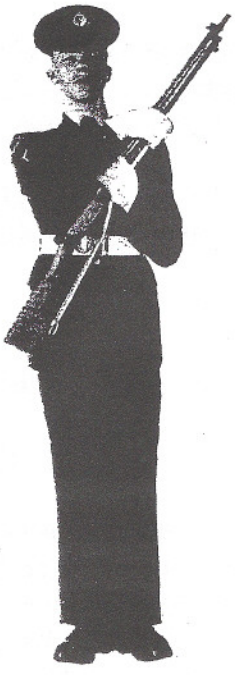



Fig. 19. Order from the Port
1st Movement