

LFL New York Exploring Ceremonies & Drill Manual

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2023 Edition



Abstract - Welcome

Military-style drills are a core principle of training in the Exploring world. The Exploring Ceremonies and Drill Manual is designed to provide uniformity and standardization for all Exploring organizations. This Manual prescribes procedures for all close order drill and military ceremonial evolutions. Many drill procedures used by the United States Armed Forces today and this Manual has been revised for Explorers to incorporate minor changes to existing procedures and rearrange material more logically and understandable. The Manual encompasses all close order drill procedures for use by Explorers of different police agencies with the goal for Advisors and Explorers to learn large amount of new information both visually and verbally to then instruct and teach members in their Explorer Post. The ceremonies outlined in this manual are traditionally executed by Explorer Post with the goal of properly training Explorers in Drill procedure at certain events. The manual is not all inclusive and Explorer Posts are free to their desire to modify, adjust or improve the nature of how to conduct proper drills considering that the manual is a highly recommended teaching tool designed for new Explorers & Advisors.

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CHAPTER #1 INTRODUCTION TO DRILLS

GLOBAL HISTORY & PURPOSE OF DRILLS

This trend began during the American Civil War, when soldiers had to be trained to spread out, take cover, and dig entrenchments. It was hastened later by the introduction of the machine gun and quick-firing artillery. The purpose of the drill then was to instill discipline in American soldiers. As for explorers, they will be trained and master the art of the drill by working as a team and develop a sense of pride in themselves and in their unit. In today's explorers, the same objectives—teamwork, confidence, pride, alertness, attention to detail, and discipline—are accomplished by drill.

MOST COMMON DRILL COMMANDS

“ATEN-HUT” Position of Attention:

The idea of Standing at Attention is to promote completely full and undivided attention to the superior who initially called the command. Upon hearing the command, Explorers are to stop what they're currently doing and immediately assume the “Position of Attention”. To assume this position, bring the heels (back of your foot) of your feet together with the toes pointing out equally, thus forming your feet at a **45-degree angle**. Rest the weight of the body evenly on the heels and balls (front of your foot) of both feet and keep the legs straight, but slightly bent to prevent the locking of the knees. **Hold the body stiff, steady and straight, chest out and arched, and shoulders square**. Keep the **head and face straight looking forward** with the arms straight without stiffness. Curl the fingers so that the tips of the thumbs are alongside and touching the first joint of the forefingers. Keep the thumbs straight along the **seams of the trouser leg** with the first joint of the fingers touching the trousers. Remain silent and do not move unless otherwise directed.

Two commands can be used to put personnel at the Position of Attention:

- A superior will call explorers to attention by saying “ATEN-HUT”
- A superior will call explorers to assemble a formation and form in their squads and positions as part of formation by saying “FALL IN”. Note: As the supervisor orders explorers to fall in, the subordinate explorers are to respond to the command with the response “FALL IN AYE-SIR(MA'AM)”

A little history lesson about calling commands. "A-ten(ch)-hut" was the common method of calling the formation to Attention. Every armed service used this method and today, "A-ten-shun" is the Army standard, "A-tench-hur" is the Marine Corps, Navy and Coast Guard standard, and "Tench-hut" is the Air Force standard. For the Exploring world, we learned that our simple and easy standard would be **A-ten-hut**.

Eyeballs, SNAP:

When a superior or Instructor speaks the command of “Eyeballs” to explorers, the explorers are expected to acknowledge the command with "Snap, sir/ma'am!". Upon acknowledging the command explorers will immediately look and give the superior their full attention. If the explorer was in the position of attention at the time of the command, the Explorer will still acknowledge the order and expected to stare at the superior who ordered the command.

Ears, OPEN:

When a superior or Instructor speaks the command of "Ears" to explorers, to which the proper response for the explorers is "Open, sir/ma'am!" If the explorer was in the position of attention at the time of the command, the Explorer will still acknowledge the order, but is expected to stare forward regardless of the superior's location.

Forward, MARCH:

- Individuals begin marching, starting with the left foot and continue marching at a solid steady pace as if they are walking.
- Arms are straight and extending outwards depending on the step with their foot. (I.E.: If the Explorer is stepping with their left foot first, their right arm should be straight going forward and the left arm should be back straight while moving backwards. Vice-Versa for stepping with the right foot)
- Hands are still in a fist-like manner as if they were still in a position of attention.
- The head continues to look forward and not anywhere else.

Double-Time, MARCH:

- Explorers will begin jogging in formation when the superior orders “Double-Time, MARCH”.
- Starting with the left foot and continuing jog-marching at a solid quick pace as if they are in unison and running together as one unit.
- This command can be called while marching or at a halt.

Half Step:

- Half stepping is a method used to march forward while taking small 15-inch steps. It may only be executed when marching and conducting a column movement with multiple squads.

Company/Platoon/Squad/Detail, Halt:

- Explorers will stop marching when the command “Squad/Platoon/Detail, halt” is given as either foot strikes the ground.
- The movement is executed in **two counts**. On hearing “Halt”, take one more step and then bring your trailing foot alongside your leading foot, resuming the position of attention.

- Rule of Foot: As a drill commander, always try to aim for commanding a halt on the left foot. (“Start with your left foot, End with your left foot.”)

Fall in:

- Individuals form a formation at the position of attention.

Fall Out:

- Explorers drop out of formation.
- By custom, Explorers usually take a **single step backward** with their left foot first, then with their right, and then perform an **about face**.

Port Arms:

- The rifle is carried diagonally in front of the body by both hands.
- The left hand is positioned high where the strap of the rifle ends, while the right hand is positioned.

Right Shoulder, ARMS:

- The rifle is placed on the right shoulder. The right hand holds the butt of the rifle, and the forearm is parallel to the ground.

Present, ARMS:

- Explorers execute a hand or rifle salute and hold it until given the command "order arms".
- Specifics is explained in “Chapter 4 Stationary Drills.”

Order, ARMS

- Explorers bring their hand or rifle back down to their side.
- Specifics is explained in “Chapter 4 Stationary Drills.”

Open Ranks, MARCH

- Movement in which each row (squad) spreads out from another row.
- Specifics is explained in “Chapter 4 Stationary Drills.”

Close Ranks, MARCH

- Movement in which the formation is restored to its normal interval.
- Specifics is explained in “Chapter 4 Stationary Drills.”

Dress Right, DRESS

- Movement in which individuals except those on the extreme left side raise their left arms parallel to the ground in order to get the proper distance from each other.
- Specifics is explained in “Chapter 4 Stationary Drills.”

Parade, REST

- Explorers spread their feet about 12 inches while bringing both of their arms behind their back interlocking their hands.
- The back of the left-hand rests against the back.
- The back of the right-hand rests on the palm of the left, with the left thumb locked over the right hand and the right thumb locked over the left thumb.
- If armed with rifles, individuals put their left hand behind their back, extending their rifle out while the butt of the rifle remains on the ground by their right foot.

Stand At Ease:

- The stand at ease position is like parade rest, but with your hands move towards your back, but lower under the belt waistband with the same hand placements as parade rest.
- The command for this position is “STAND AT.... EASE”, “At Ease” or “Rest” may be commanded from this position.
- The head and eyes turned directly toward the drill commander. (For Competition purposes, the explorers in formation do not look at the drill commander)

Marching in Place:

- To march in place, the command is “Mark time, march”. When you hear “March”, take one more extra step, then bring the trailing foot alongside your leading foot like back into attention with a V-shape, and begin marching in place. To do this, raise each foot alternately two inches off the ground. Your arms should continue to swing naturally.

Rest

- Explorers are permitted light movement and may also engage in quiet conversation as long as their right leg is planted on the ground. Can also be expressed by the command "Relax, Scratch, etc."

As You we're Sir/Ma'am:

- In the event, the superior called an inexecutable command for Explorers to execute, the explorers must respond to the command saying, “As you we're Sir/Ma'am”. The command acknowledges to the commander or superior that the call was incorrect, invalid, or impossible to execute since explorers were or currently are in the middle of another command that was executed prior that requires a specific follow-up command. Other reasons can include the positioning and location of explorers at the time of the command being called. Examples are listed below, but are not limited to:
 - Calling a left, right, or an about face at a present arms.
 - At a to the rear, the drill commander called a right flank

Under my Command:

- As the squad, platoon, company or detail of Explorers are following one superior's command, explorers are to only follow the specific command of that one superior. In the

event that another superior calls a command for the unit to execute, explorers are to acknowledge saying “As You we’re Sir/Ma’am” because explorers are only to listen to one superior or commander. The superior that did not originally order commands to the unit must first identify themselves as the new commander saying, “Under my Command”. Once at that point, explorers will now listen to commands from the new commander.

POST TRAINING & COMMITMENTS

The major takeaway of understanding and mastering the craft of drills as an individual is to not be an individual. Drills require less solo training and more **group expansive instruction** and communicative teamwork as a whole. It’s always positive that an Explorer out of 12 others may know drills, however the exercises of drills would be totally useless if everyone doesn’t understand or properly execute the movements as intended. It is the moral responsibility of explorers. It is highly recommended that drill training be conducted in an environment that can sustain **adequate spacing** for the team. Also, it is important the team members of drills must understand that drills require an abundant amount of **practice and undeniable devotion** to the exercise.

CHAPTER #2 POST UNIFORM, FORMATION & EQUIPMENT

UNIFORM POLICY

The uniform in drills is paramount to everything the explorers will need in competition. As far as competition, the look for **inconsistencies** within the drill team in uniformity is essential to outline how consistent they are with keeping all of their members identical with one another. Inconsistencies can include incorrect colors, missing uniform equipment and correctly accurate brands of uniform. It is crucial to have all pieces of the uniform matching the next explorer and the cleanliness of the uniforms must be maintained. Creased shirts and pants are unacceptable, along with even creased shoes that clearly show them as damaged.

HAIR & GROOMING STANDARDS

Also, on the subject of uniformity, it cannot be stressed enough how facial features and hair can play a vital role in portraying the levels of similarity with a drill team. Explorers should already be aware of their agency’s hair and grooming policies, which will be the same standards that are practiced even in the competitions. Policies can include:

- All Explorers will keep their hair clean, neatly trimmed and combed.
- Dyed, tinted, or bleached hair must be within a naturally occurring color range and must be professional in appearance. For purposes of this order, naturally occurring color range does not include unique hair colors such as pink, blue, purple or green.
- Hair must be styled in such a manner so that it does not interfere with uniform headgear or any specialized equipment and will not interfere with Explorers safety and effectiveness.

- Hair should be no longer than 4.0 inches. Hair may not touch the ears or collar. It also cannot extend below the eyebrows. Hair bulk cannot be more than 2.0 inches. (Females: Are to have their hair in a bun and should follow regulations.)

JEWELRY

As jewelry is mainly used to express the individuality of one-self, it also creates conflict of not only uniformity but the performance to execute responsibilities like sworn officers must carry out. The inability to perform tasks is one of the many reasons why police agencies look at jewelry as another form of a personal issue that needs to be standardized to prevent accidents and maintain respect for individual rights. The following are standards that Explorers must adhere to when reporting for duty:

- No ring will be worn so that it interferes with the use of equipment or hinders the use of the hand and fingers.
- Explorers may wear one watch, however all watches must be the same color (Black).
- Necklaces that is not visible are acceptable.
- Plugs (used to enlarge piercing holes in the ear lobes) are prohibited.
- Nose rings and earrings of any kind are prohibited.
- No tongue studs or visible body piercings will be worn.

KNOWLEDGE & DEMONSTRATION

As a drill team or group, it is essential for explorers on the team to understand and be aware of all positions, movements and responsibilities while in a formation. There are 3-4 positions of a drill formation, which are the drill commander, Squad Leaders, Lineman and Guide-Ons. The **Guide-Ons are not required positions** as they are in the event the platoon, company, or detail has a designated flagbearer. Each position is essential and explorers in formation must know how each one works in the event explorers have to replace others in those positions, which highlights the importance of drill training as a group rather than self-train as an individual.

DRILL COMMANDER

The drill commander is the face and leader of the platoon, company or detail of Explorers in formation. They are usually held by a **Veteran Explorer** that will call commands to the unit to execute while simultaneously executing the command as well (If the unit is doing stationary drills, the drill commander does not have to execute the movement). The drill commander must also know of the commands necessary to execute, when allowed to make the commands and able to make split-second decisions under immense pressure. Not everyone is fit to take charge and not everyone has the **voice** over to do **command with a serious presence**. Therefore, it should be recommended that drill commanders are chosen with care on the basis of professionalism, experience and vocal attitude.

GUIDE-ON

The Guide-On is a **unit flagbearer** that represents the platoon, company or detail of Explorers in formation. Their responsibility is to maintain possession of the flag at all times and while in formation, must execute all commands given to them by the drill commander. Being the flagbearer consists of different stances to certain commands that are similar to what other explorers execute but are ultimately different considering the flag must be carried as well. The guide-on has exceptions to executing certain commands like columns due to the free range of movement that guide-on have. It is the explorer's responsibility to know the positions, stances and commands necessary for them to follow that makes them irregular from other positions like the squad leaders and lineman.

Prior to marching with the guide-on at the halt position, the formation must already be formed at a right face where the squad leaders are in front of the formation. When the commander calls a left, right or an about face movement, the guide-on will raise the flag a bit by placing the left hand on the staff 2 inches above the right. Loosen the grip of the right hand and pull the staff up with the left hand until the ferrule is 6 inches above the deck. Hold the staff straight with the right hand. Move the left hand back smartly to the side.

- When conducting a right face movement, the guide-on must execute the command, but also right face again and reposition themselves in front of the fourth squad leader. At that point, upon Executing a command, such as "Forward, MARCH", on the preparatory command, the guide-on will raise the flag and when executing on "MARCH" the guide-on will continue to march from that new position.

SQUAD LEADERS

The squad leaders are the superiors of the squad they represent and act as the **3rd in command** of the platoon, company, or detail of Explorers in formation. Squad leaders are positioned to the right side of the formation as the **first explorers of the squad**. For Example, each squad could consist of 8 Explorers where of the 8, the very first explorer of the squad is considered the squad leader. Instinctively, the squad leaders are in charge of the squad's alignment when in formation and produce an accurate understanding to the other explorers on how far ahead or behind they are to forming a straight-line alignment with their feet. It is the squad leader's best interest to understand they are in charge of their squad and must not only know where everyone on their squad should be, but also aid in whatever way possible for their explorers to drill as flawlessly as possible.

LINEMAN

The lineman are the explorers that fill the gap of the formation and have no supervisory position like the squad leaders, guide-on and drill commander. In the platoon, company or detail of Explorers in formation, the lineman are explorers with no added responsibility, but remains subordinate to the drill commander and other positions.

CHAPTER #3 DRILL COMPETITION

OVERALL GOAL

In competition, the overall goal is to **complete the entire drill sequence you've been training for in a considerable amount of time**. The explorers and the drill commanders must get through the opening phase, inspection, stationaries, marching and closing phase within 13 minutes. Explorers should demonstrate the required drill movements as best as they can, while also providing high volume and team spirit as a whole.

OPENING PHASE

In order for the unit to march on the drill area, the drill commander must first announce and request permission to the instructor for entry into the area. Commanders can request permission by **saluting first** and saying **“Sir/Ma’am, Post #####/Agency #####/ Company #####/ Detail #####, requesting permission to fall into your drill deck Sir/Ma’am”**. The instructor will either salute or acknowledge with a statement **“permission granted”**. The drill commander will then say, **“Aye Sir/Ma’am”** and order arms from there. The drill commander will march on deck and the remaining explorers will standby. Once on deck, the drill commander will order everyone to **“Fall in”** in front of them. Explorers entering the deck have multiple options on how they would want to enter the deck, whether it be by **march, double timing**, or even **sending in the first squad leader or guide-on** to their position initially as a staging point. For marching and double timing, make sure everyone in formation is in step and not breaking ranks. In the matter of sending in the first squad leader or guide-on, the drill commander could have the either one follow alongside and prepare on the drill deck or have either of them double time as the commander orders the entire unit to fall in while everyone else is marching on deck. As everyone comes on the drill deck and in position, everyone in formation must conduct a **Dress Right Dress immediately** (“Some veterans like to call this method **“automatic Dress Right Dress”**). Drill commander will then order the formation to **“front”** their Dress Right Dress.

Once on the drill deck and in position, the commander must conduct in-ranks inspection by first getting the count of how many personnel is in formation. The drill commander commands **“Count, OFF”**. On the command of execution **“OFF”**, all explorers except the squad leaders turn their heads and eyes to the right and the right flank personnel count off with **“ONE.”** After the explorer have counted their number, the explorer to their left counts off with the next higher number and simultaneously turn their heads and eyes to the front. All other members of the formation count off in the same manner until the entire formation has counted off.

OPEN/CLOSE RANKS, MARCH & DRESS RIGHT, DRESS

After a count off, the commander establishes an open ranks command to prepare for inspection of the formation. The command Open Ranks is ordered by the commander where it may be executed while at any point information. The command for this movement is **“Open Ranks, MARCH”**. On the command of execution **“MARCH”**, squads will move themselves either forward or backward with the number of steps depending on how many squads are present. Details are explained below:

(Formation with 4 Squads)

- The first squad takes **two steps forward.**
- The second squad takes **one step forward.**
- The third squad **stands fast** (Stay as they are)
- The fourth squad takes **one step backward.**

(Formation with 3 Squads)

- The first squad takes **two steps forward.**
- The second squad takes **one step forward.**
- The third squad **stands fast** (Stay as they are)

(Formation with 2 Squads)

- The first squad takes **one step forward.**
- The second squad **stands fast** (Stay as they are)

NOTE: If additional ranks are present, the fifth squad takes two steps backward, and the sixth squad takes three steps backward.

After taking the prescribed steps, the Explorers will raise their right arms to conduct an immediate “Dress Right, Dress” movement. The explorers of the squad are to align themselves to the right, Explorers will turn their heads and eyes to the right and squad leaders continue looking forward while never moving. While the explorers are looking right, the idea is to have all the explorers’ attention to their alignment and even use certain identifiers to help with their alignment like the shoes of their fellow explorers or shoulders. After the Explorers conducted the movement, the drill commander inspects the squads of the unit by line. Checking to see if all the explorers in the squad have accurately straight alignment to the squad leader. Upon finishing the self-inspection, the drill commander will either:

- align with the first squad leader or guide-on
- Move back to the center of the formation.

Through selection of either option, the drill commander will **end the “Dress Right, Dress” command** with the command “**Ready, FRONT**”. The explorers in formation will drop their right arms, while simultaneously looking forward and remain at the position of attention. At that point in time, the drill commander can order the command for the formation to “**Cover**” where the explorers in formation will move to **align themselves head-behind-head** to the explorer in front of them (If covering, first squad does not move at all). After fully ending the self-inspection and dress right dress, the drill commander then execute a present arms to the instructor stating “**Sir/Ma’am, Post #####/ Agency #####/ Company #####/ Detail #####, ## explorers accounted for (how many total in the drill team including the commander) and ready for inspection Sir/Ma’am.**”

As the instructor continues to check for the explorers for inspection, the instructor might inform the drill commander to either follow them or standby as they conduct the inspection. As

explorers in the formation continued to be inspected, the explorers have the options of portraying high professionalism and good impressions to the instructor by doing the following:

- Proper greeting of the day (“Good morning, sir/ma’am”).
- Responding with high volume to questions asked by the instructor.

After the instructor finishes the inspection and salutes to the drill commander, the drill commander salutes back and acknowledges the instructor, then moves to center of formation to begin closing of the ranks. To command the formation to **close the gaps** of the squads from an open ranks position, the drill commander will order “**Close Ranks, March**”. On the command of execution “March”, squads will move themselves only forward with the number of steps depending on how many squads are present. Details are explained below:

(Formation with 4 Squads)

- The first squad **stands fast** (Stay as they are)
- The second squad takes **one step forward**.
- The third squad takes **two steps forward**.
- The fourth squad takes **three step forward**.

(Formation with 3 Squads)

- The first squad **stands fast** (Stay as they are)
- The second squad takes **one step forward**.
- The third squad takes **two step forward**.

(Formation with 2 Squads)

- The first squad **stands fast** (Stay as they are)
- The second squad takes **one step forward**.

NOTE: If additional ranks are present, the fifth squad takes four steps backward, and the sixth squad takes five steps backward.

INSPECTION

Uniform inspections are generally held for a considerable amount of time as there are as many uniforms as there are seasons. They are conducted during the open ranks phase of the drill sequence, In each case it would take about **4-7 minutes** to do a uniform inspection as the instructor will look at every individual in the unit for appropriate uniform bearing. This means that the standard that is required of the Explorers must show through their **hygiene and uniform**. How they keep the uniform maintained, through dry cleaning practices, having the appropriate rate and ranking identified, sewn or patched on, and having sharp-looking ribbons and medals that are untattered and untarnished are all expectations that go along with the inspections. This is to ensure that the Explorers is abiding by their military training and keeping to agency code, as this is the standard throughout, regardless of rank.

DRILL SEQUENCE

The drill sequence will consist of both **stationary and marching movements**. Along with other added techniques that the drill team has at their disposal to display to the instructor. The sequence should start with stationaries such as left/right/about faces, present/order arms, parade rest, etc. Then it should move to the actual drill movements such as columns, flanks, obliques etc. After completing all their drill movements, the drill commander could either end their demonstration by bringing the formation to the center of the deck like originally or continue marching and proceed to do additional modified drill movements.

TRICK DRILLS

Trick Drills are modified drill movements that teams can conduct for added competitive edge in the competition that displays to instructors of their overall performance and difficulty of the modified movements. Before considering conducting a trick drill, it is highly advisable that Explorers and Advisors understand that **trick drills are a tie-breaking point advantage**. In other words, the only way for trick drills to be considered in the full total score is if the drill team tied with another team. For example, **If the drill team only scored 59 points for 1st place and did 1 trick drill while another team scored 57 points and did 4 trick drills, the drill team with 59 wins points win.**

OVERALL IMPRESSION

The overall impression of a drill unit is measured in many ways that up to the discretion of the instructor. Impression can be based on the drill commander's presence, flexibility in calling of commands and even the professionalism and team spirit that the unit displays to the instructor. Also, the overall impression is also considered as a tie-breaking score point in the event teams that competed are tied with their base score and tied again with trick drills. Thus, making overall impression used as a 3rd and last resort to determine placement.

CLOSING PHASE

After the drill commander has completed all stationaries, drill marching movements and conducted additional trick drill movements, the drill commander will move the formation to the center of the drill deck (Which is supposed to be the exact same location where they started prior to drill marching). Afterwards, the drill commander will present arms to the instructor and request permission to fall out of the drill deck. Once authorized by the instructor, the drill commander will then order the formation to fall out and the formation will fall out by conducting a step backwards, followed by an about face. From there, the unit can move out in many different ways like single file from the left, marching off in formation, double-time off in formation etc.

DRILL DEDUCTIONS

Instructors are responsible for maintaining the integrity of the team's performance and scores. When conducting their demonstrations, not only are judges scoring them, but they are also finding ways to deduct points from the units as well. Deductions can include, but are not limited to:

1. Post non-uniformed in dress
2. Excessive jewelry
3. Unkempt clothing
4. Failure to finish within time allotted
5. Failure to remain in cadence (excessive
6. Failure to remain 3 paces centered on formation (commander)
7. Gives commands out of the position of attention

CHAPTER #4 STATIONARY DRILLS

TEAM SPIRIT

The composition of the drill teams is measured by the knowledge and perfection of the movements made by the explorers in formation, but also the overall atmosphere that the drill team brings. Whether the stature of how the drill movements is demonstrated to even the **vocal loudness** that the drill commanders bring on and off the drill deck all gets factored into consideration for how dedicated an explorer post is and how professional they are. Additional methods can be used to measure the team spirit like **posture, uniformity and how professional they respond to the inspectors.**

LEFT/RIGHT FACE

The command to execute the movement of turning the explorers in another direction from a stationary standpoint is “**Left, face**” or “**Right, face.**” On the command of execution, “Face,” explorers will:

- Raise the right (left) toe and left (right) heel slightly and pivot 90 degrees to the right (left) on the ball of the left (right) foot and the heel of the right (left) foot, assisted by slight pressure on the ball of the left (right) foot.
- Keep legs bent naturally, not stiff. The upper portion of the body remains at attention. This completes count 1 of the movement.
- Next, bring the left (right) foot smartly forward, ensuring that your heels are together and on line. Feet should now be forming a 45-degree angle, which means the position of attention has been resumed. This step completes count 2 of the movement.

Hold your arms as you would while at attention as you execute this movement. The right face is executed in the very same way as left face, simply substituting right for left and left for right.

ABOUT FACE

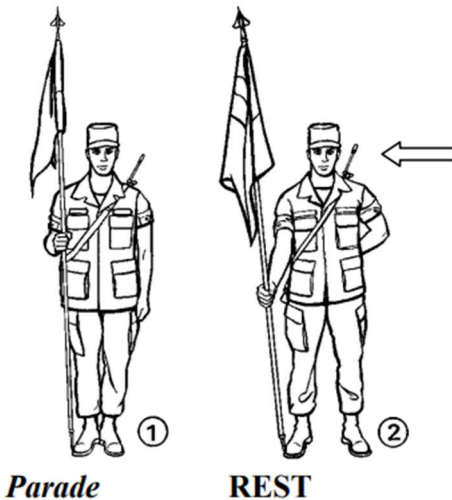
This command “About Face” can be given only when the formation is at the position of attention where on the command of execution, “Face,” lift the right foot from the hip just enough to clear the ground. While naturally bending the knees, place the ball of the right foot approximately half a shoe length behind and slightly to the left of the heel. **Distribute the weight** of the body on the ball of the right foot and the heel of the left foot. Keep both legs straight but not stiff. The position of the foot has not changed. This step completes the first part of the movement. Keeping the upper portion of the body at the position of attention, **pivot 180 degrees to the right** on the ball of the right foot and heel of the left foot, with a twisting motion from the hips. Suspend arm swing during the movement and remain as though at attention. On completion of the pivot, heels should be together and in line and **feet should form a 45-degree angle.** The entire body is now at the position of attention.

PARADE REST

Parade Rest is a command that can only be executed from the Position of Attention. The command for this movement is “PARADE... REST”. On the command of execution “REST”, move the left foot about **10 inches to the left of the right foot**. Keep the legs straight without locking the knees, resting the weight of the body equally on the heels and balls of the feet. Simultaneously, place the hands at the small of the back and centered on the belt. Keep the fingers of both hands extended and joined, interlocking the thumbs so that the palm of the right hand is outward.

Guide-On:

The command is “Parade, REST”, on the preparatory command “Parade”, the right hand is moved up the staff until the right arm is horizontal. On the command of execution, “REST”, the remainder of the movement is completed. The image below shows the position assumed on the preparatory command (1) and then on the command of execution (2). As stated previously, the feet are **10 inches apart**.



PRESENT ARMS/ORDER ARMS

The “Present Arms” command is a **Hand Salute** gesture that is a one-count movement. The command is Present, ARMS. The Hand Salute may be executed while marching. When marching, only the Explorer in charge of the formation and the unit’s Guide-on salutes and acknowledges salutes.

When **not wearing headgear** (Cap, hat, or beret) and **not wearing glasses**, on the command of execution “ARMS”, raise the right hand sharply, fingers and thumb extended and joined, palm facing down, and touch the tip of the right forefinger to the forehead near and slightly to the right of the right eyebrow. The outer edge of the hand is barely canted downward so that neither the back of the hand nor the palm is clearly visible from the front. The hand and wrist are straight, the elbow inclined slightly forward, and the upper arm horizontal.

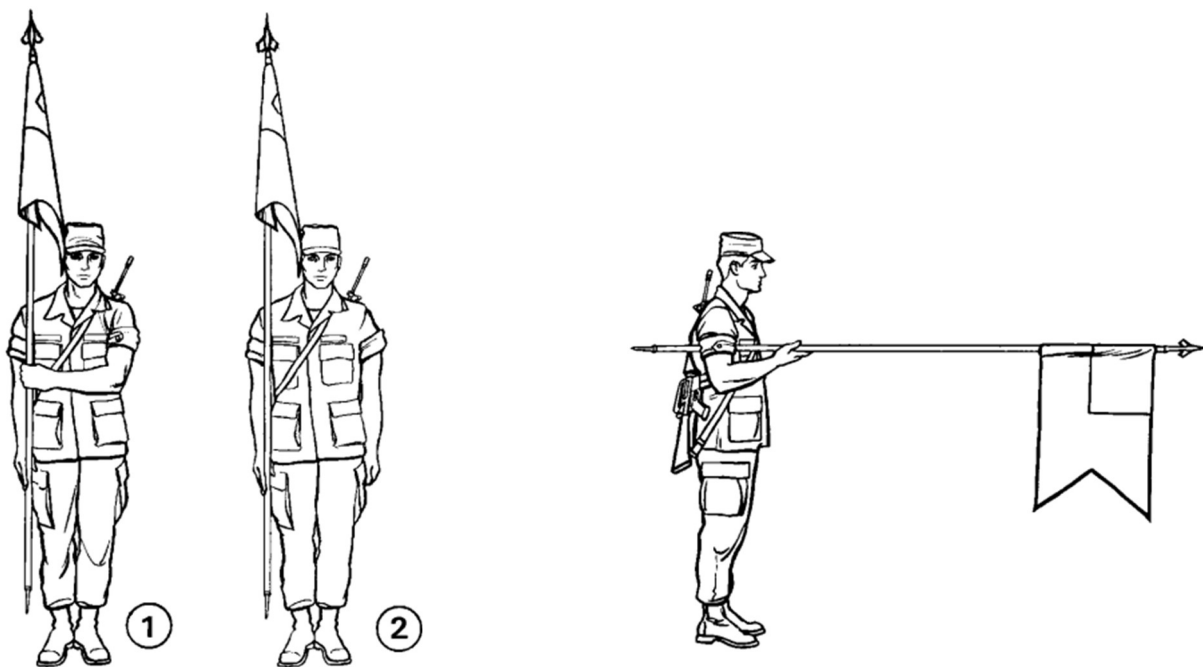
When **wearing headgear** (Cap, hat, or beret) and **wearing glasses**, execute the Hand Salute on the command of execution “ARMS”, raise the right hand sharply, fingers and thumb extended and joined, palm facing down, and place the tip of the right forefinger on the glasses where the temple piece of the frame meets the right edge of the right brow.

When **wearing headgear** (Cap, hat, or beret) and **not wearing glasses**, execute the Hand Salute in the same manner as previously described in the previous paragraph, except touch the tip of the right forefinger to the forehead near and slightly to the right of the right eyebrow.

Order Arms from the Hand Salute is a one-count movement. The commander will call “Order, ARMS” and on the command of execution “ARMS”, Explorers will return the hand sharply to the side, resuming the Position of Attention. When reporting or rendering courtesy to an individual Explorer or Advisor, immediately stand at attention and simultaneously salute. In this situation, the actions are executed without command. The Salute is initiated by the subordinate at the appropriate time and terminated upon acknowledgment.

Guide-On:

When the command is executed on a preparatory command, such as “Present”, the guide-on will grasp the staff with the right hand and raise it **6 inches** off the marching surface. At the same time, reach across the body, (forearm horizontal) and grasp the staff with the left hand. Hold the staff in position while sliding the right hand down 6 inches, regrasping the staff. On the command of execution, return the left hand smartly to the side. On the preparatory call of “Order”, the guide-on will move their left hand back up on the staff and when executing “Arms”, they bring the staff back to the original position.



DRESS RIGHT DRESS & AT CLOSE INTERVALS

Dress Right Dress: Refer to Chapter 3: Drill Competition for details.

At Close Intervals: To align the squad at Close Interval, the commands are “**At Close Interval, Dress Right, DRESS**” and “**Ready, FRONT**” to end the Dress Right Dress command. The movement is executed in the same manner prescribed for alignment at Normal Interval except that the squad members hand placements are different where the squad members will have the left arms for a V-shape with the palm of their hands straight facing down to the side of the body.

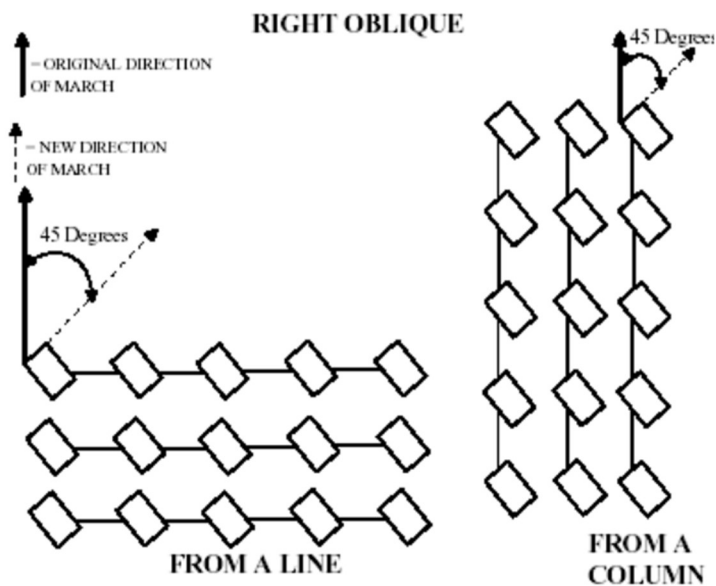
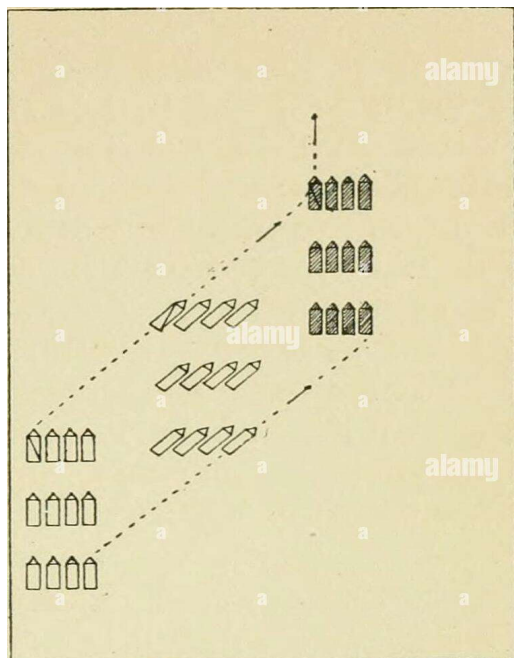


CHAPTER #5 DRILL MARCHING

OBLIQUE MOVEMENT

Right Oblique: The command “Right Oblique, MARCH” is given while marching in formation. The command of execution will be “March”, which is given by the drill commander on the **right foot** striking the ground as this involves a movement to the right. At the command of execution, your next step would be one more step to the front with your left foot. Then your next step would be to face **45 degrees** to the right by pivoting on the ball of the left foot and, at the same time, take a step in the oblique with your right foot. During the execution of this movement, the arms will continue their swing but are not allowed to swing wide from the body during the turn pivot. Continue to march in the right oblique until given the next step command, which is forward, MARCH.” The command of execution will be “MARCH”, which is given by the drill commander on the **left foot** striking the ground as this involves a movement to the left. At the command of execution, your next step would be one more step to the front with your right foot. Then your next step would be to face 45 degrees to the left by pivoting on the ball of the right foot and, at the same time, take a step in the oblique with your left foot.

Left Oblique: This movement is executed in the same manner to the left by substituting the words Left for Right where appropriate.



COLUMN MOVEMENT

Column movements are commands to change the direction of march. The unit changes the direction of the march in unison with other members in the formation. The commands given are “Column Right (Left), MARCH”. On the command “Column Right (Left), MARCH”, they will undergo the following procedures:

Column Right:

The **fourth squad leader** takes an immediate step and **pivot of 90 degrees to the right** on the ball of the left foot. While pivoting, they suspend their arms wing by moving them close to the side of their body. Following the pivot, step off in a step and resume coordinated arm swing. Beginning with the second step after the pivot, start **half stepping**. Each succeeding member of the fourth squad marches to the approximate pivot point established by the person in front of him or her and performs the same procedures as the squad leader (Ex: Explorers in formation step exactly where the previous explorers’ steps and turns, which was determined by their squad leaders).

The **third squad leader** immediately **pivots 45 degrees to the right** on the ball of the left foot. After finishing the first pivot, they then take **one extra left step** to immediately conduct **another 45-degree pivot** to the right to complete the full 90 degree turn and will soon align to the fourth squad. After the third squad leader aligns to the fourth squad leader, the third squad leader will then start half stepping, making everyone in the squad half step to slow the formation down for the remaining squads to catch up and resume full steps.

The **second squad leader** immediately **pivots 45 degrees to the right** on the ball of the left foot. After finishing the first pivot, they then take **two extra left steps** to immediately conduct **another 45-degree pivot** to the right to complete the full 90 degree turn and will soon align to the third squad. After the second squad leader aligns to the third squad leader, the second squad leader will then start half stepping, making everyone in the squad half step to slow the formation down for the first squad to catch up and resume full steps.

The **first squad leader** immediately **pivots 45 degrees to the right** on the ball of the left foot. After finishing the first pivot, they then take **three extra left steps** to immediately conduct **another 45-degree pivot** to the right to complete the full 90 degree turn and will soon align to the second squad. After the first squad leader aligns to the second squad leader, the first squad leader will then start half stepping, making everyone in the squad half step to slow the formation down for the remainder of first squad to catch up and resume full steps.

Once the entire formation has changed direction and dress, cover, interval, and distance are reestablished, the formation will then march off with a **full step** with the left foot.

Column Left:

The **first squad leader** takes an immediate step and **pivot of 90 degrees to the right** on the ball of the left foot. While pivoting, they suspend their arms wing by moving them close to the side of their body. Following the pivot, step off in a step and resume coordinated arm swing.

Beginning with the second step after the pivot, start **half stepping**. Each succeeding member of the first squad marches to the approximate pivot point established by the person in front of him or her and performs the same procedures as the squad leader (Ex: Explorers in formation step exactly where the previous explorers' steps and turns, which was determined by their squad leaders).

The **second squad leader** immediately **pivots 45 degrees to the right** on the ball of the left foot. After finishing the first pivot, they then take **one extra left step** to immediately conduct **another 45-degree pivot** to the right to complete the full 90 degree turn and will soon align to the first squad. After the second squad leader aligns to the first squad leader, the second squad leader will then start half stepping, making everyone in the squad half step to slow the formation down for the remaining squads to catch up and resume full steps.

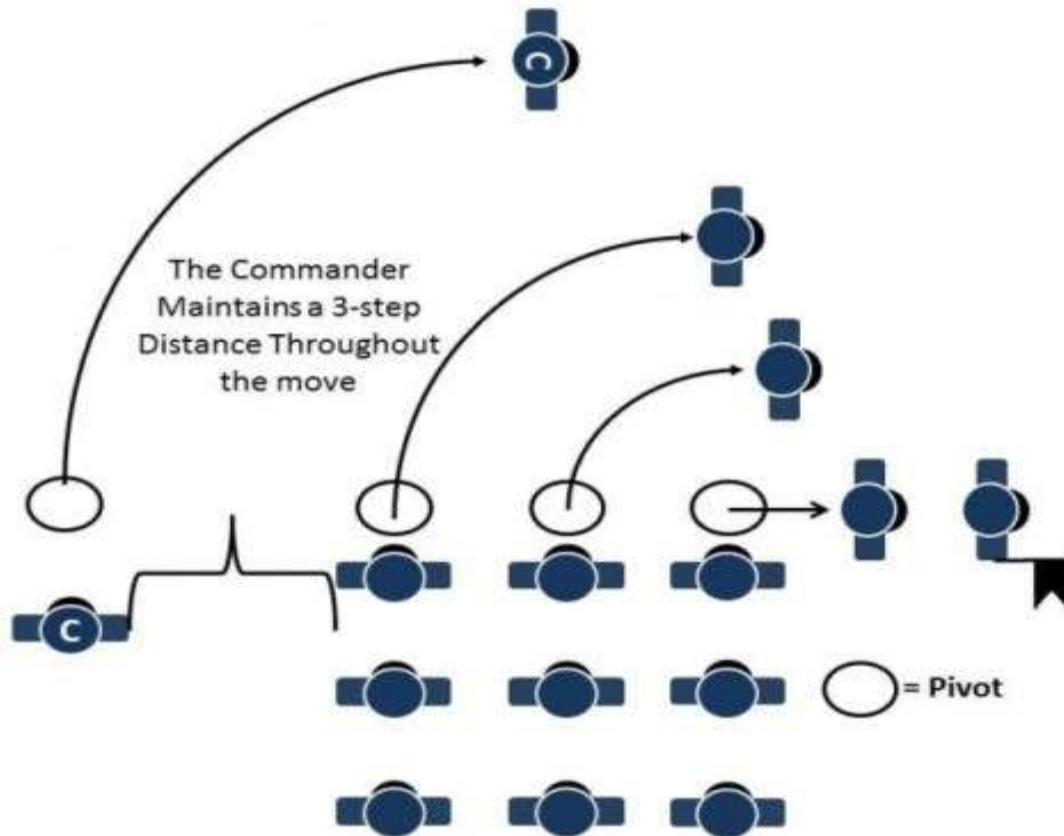
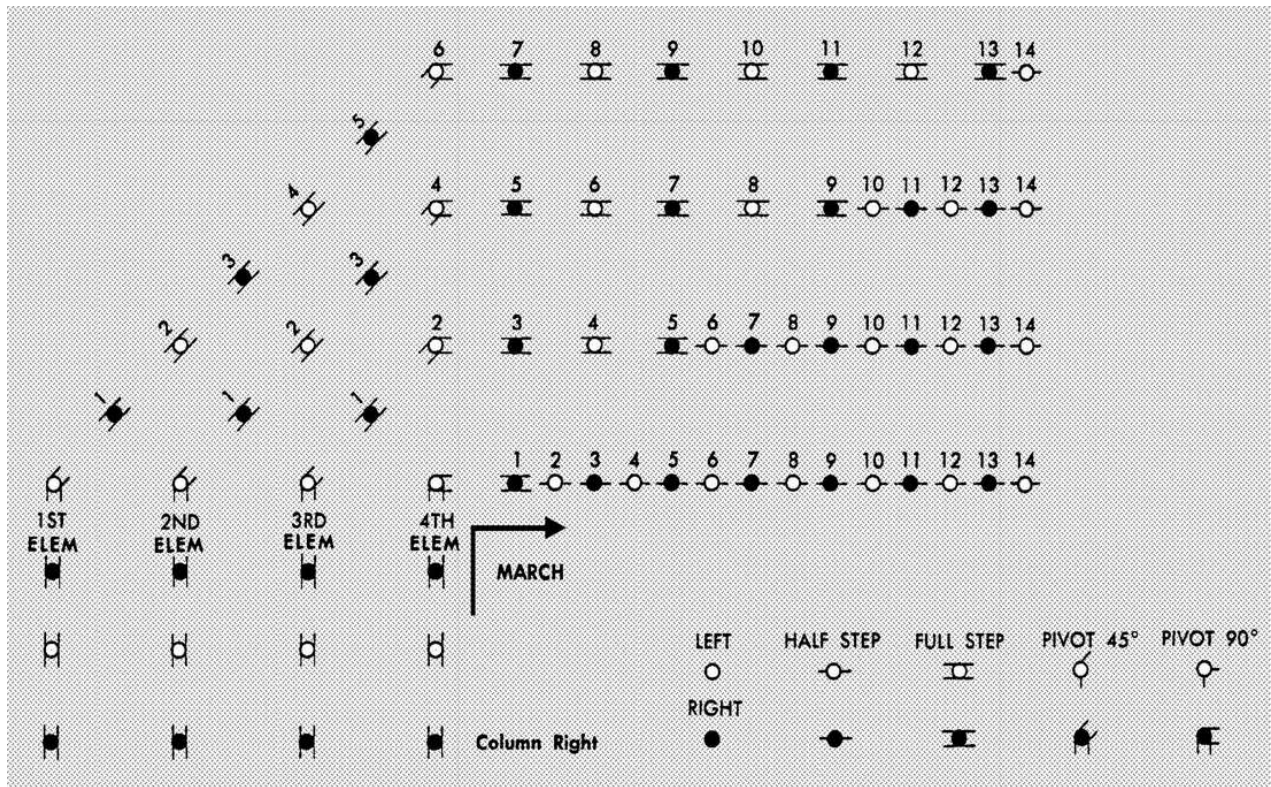
The **third squad leader** immediately **pivots 45 degrees to the right** on the ball of the left foot. After finishing the first pivot, they then take **two extra left steps** to immediately conduct **another 45-degree pivot** to the right to complete the full 90 degree turn and will soon align to the second squad. After the third squad leader aligns to the second squad leader, the third squad leader will then start half stepping, making everyone in the squad half step to slow the formation down for the fourth squad to catch up and resume full steps.

The **fourth squad leader** immediately **pivots 45 degrees to the right** on the ball of the left foot. After finishing the first pivot, they then take **three extra left steps** to immediately conduct **another 45-degree pivot** to the right to complete the full 90 degree turn and will soon align to the third squad. After the fourth squad leader aligns to the third squad leader, the fourth squad leader will then start half stepping, making everyone in the squad half step to slow the formation down for the fourth squad to catch up and resume full steps.

Once the entire formation has changed direction and dress, cover, interval, and distance are reestablished, the formation will then march off with a **full step with the left foot**.

Guide-On:

The **guide-on performs the pivots and steps exactly as the fourth squad leader**. Following completion of the pivots, the guide continues in step until he or she is ahead of the fourth squad leader. The guide pivots 45 degrees to a position in front of the fourth squad leader; then he or she pivots 45 degrees again toward the front and begins half stepping. Examples of a column movement is shown below:



FLANK MOVEMENT

The command for this movement is Right (Left) Flank, March. The preparatory command is given as the foot in the desired direction strikes the marching surface, and the command of execution is given the next time the foot in the desired direction strikes the marching surface. For example:

- By the left flank is calling the execution “March” on the left foot.
- By the right flank is calling the execution “March” on the right foot.

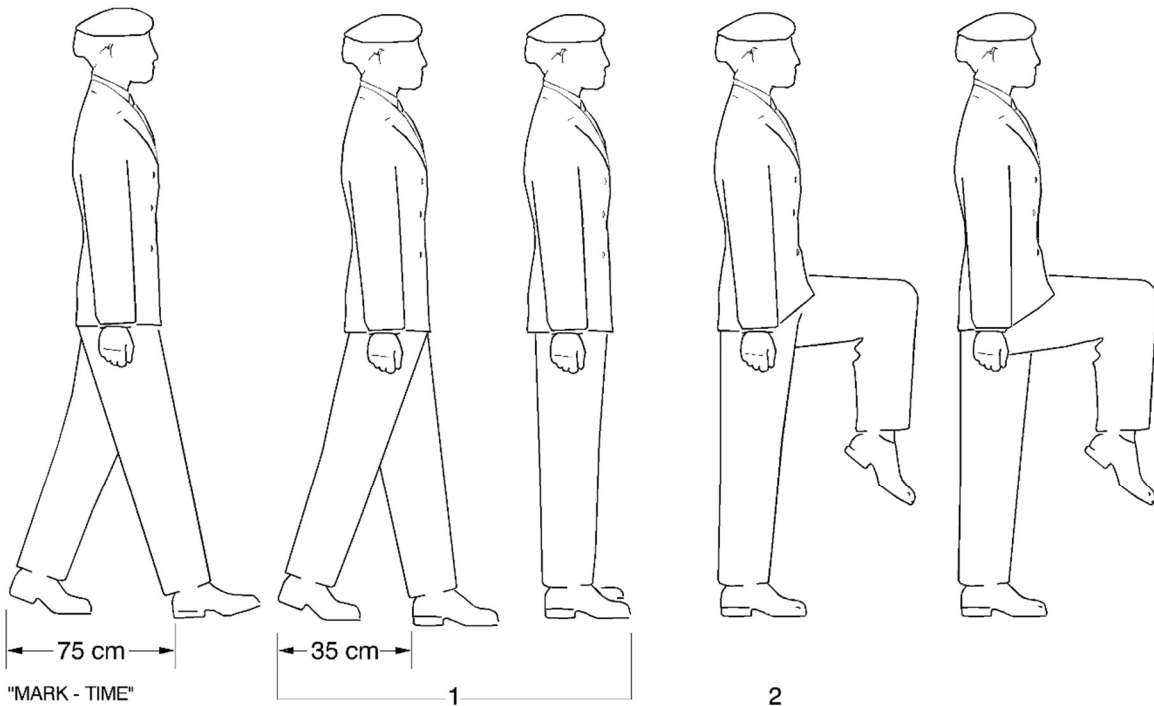
On the command of execution MARCH, all members take one more step, pivot 90 degrees in the commanded direction on the ball of the lead foot and step off in the new direction with the trailing foot. As the members begin to march in the new direction, they glance out of the corner of their right eyes and dress to the right.

TO THE REAR MARCH

The command “To the rear, MARCH” is given to the unit to change the direction of the marching by turning all the way around 180 degrees, in a uniform manner. This movement is executed while marching forward and the drill commander commands “To the rear, MARCH” where the execution, MARCH is given as the right foot strikes the marching surface. On the command of execution MARCH, take one more step with the left foot, pivot 180-degrees to the right on the balls of both feet, and step off in the new direction taking a step with the trail foot. Do not allow the arms to swing outward while turning and keep it close to your side until you fully finish the 180-degree turn.

MARCH IN PLACE

To march in place, the command is “Mark time, MARCH”. When you hear “MARCH”, take one more extra step, then bring the trailing foot alongside your leading foot like back into attention with a V-shape, and begin marching in place. To do this, raise each foot alternately two inches off the ground. Your arms should continue to swing naturally. When calling the command “Mark Time, March” to the formation at a halt, the explorers will still execute the command by always starting on their left foot first as the first foot to be raised in the air.



CHANGE STEP

The command “Change step, MARCH” is given as the right foot strikes the ground. When you hear “MARCH”, take one more step with your left foot. Then, in one count, place your right toe near the heel of your left foot and step off again with your left foot. An example of the command’s foot movements is shown below:



- Explorers should execute this movement without command if they find themselves out of step with other members in the formation.

FORWARD MARCH WHILE MARCHING IN TIME

The command "Forward MARCH" is executed from mark time is similar to the halt from forward march. To resume marching, the command "Forward, march" is given as the heel of the left foot strikes the ground. You then take one more step in place and then step off in a full step with the left foot.

CHAPTER #6 CEREMONIAL EVENTS & CONCLUSION

CLASS UNIFORMS

Exploring uniforms are generally identical in relation to their sponsoring agency and in the Explorers Program, it is divided into a series of set uniforms known as a “Class Uniform”. The specific class of a uniform is a uniform fit for a meeting, special event, community service etc. Posts are not limited to how many uniforms they may have, but it is encouraged to have the explorers match in every way possible and consist of similar equipment/gear as the next explorer. Also sometimes Class Uniforms could be used for similar events that could coexist with other uniform events like a community service that could require explorers to be in Class C uniform and some in Class A to show more presentable figure to the general public, however it is all at the Post Advisor’s discretion. (For Example: Class A uniform is for ceremonial events, graduations and color guards. Class B is used for recruitment and Class C is used for Post meetings and Community service)

FLAGBEARERS & RIFLEMEN

Flagbearers:



Flagbearers are carriers of the American, The State, Territory, Police Agency and Tribal flag that can be carried out at ceremonial events. Before beginning the color guard march, flagbearers are to have their left hand positioned on the socket to secure the ferrule while their right hand is positioned on the staff.

Present/Order Arms:

When given the command “Present, ARMS”, flagbearers will conduct the following:

Besides the American Flag, all other flags should be dipped for the Star-Spangled Banner, foreign national anthem, and for the funeral of a member of the state, territory, or tribal government, and anyone ranked higher and a member of the US military.

When given the command “Order, ARMS”, flagbearers will bring the flags back forward to the normal position.

Parade Rest:

When given the command “Present, ARMS”, flagbearers will only lower their heads until ordered back at attention.

Riflemen:

Riflemen otherwise known as rifle carriers or guardsmen are explorers that carry the weapons when conducting a ceremonial service event as a color guard. Like flagbearers, they consist of conducting different procedures of drill movement and that aren't traditionally carried out in a formation. Rifleman are expected to know and understand the following positions:

Port, Arms:

In a port arms command, a position in military drill in which one's rifle is held diagonally in front of the body, with the muzzle pointing upward to the left.



Start



Count 1



Count 2

Movements to **Present arms** may be made from any position, but it is best to assume "Port ARMS" position before going to a Present ARMS. The figure below illustrates the movement from Order to Present ARMS



Count 2



Count 3

Order Arms:

The command is “Order, ARMS”. On the command of execution “ARMS”, move the right hand up and across the body to the right front of the front sight assembly, grasp the barrel firmly without moving the rifle, and keep the right elbow down without strain. On the second count, move the left hand from the handguard and lower the rifle to the right side until it is about 1 inch from the marching surface. Guide the rifle to the side by placing the forefinger of the left hand at the flash suppressor, fingers and thumb extended and joined, palm to the rear. On the third count, move the left hand sharply to the left side, lower the rifle gently to the marching surface, and resume the position of order arms.



ORDER ARMS

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

-When conducting the color guard at the very start of the process, both guardsmen must be at an order arms position.

Parade Rest:

The parade rest position is where the rifle rest positions are commanded and executed in the following way:

- On the command of execution REST of Parade, REST, thrust the muzzle forward, simultaneously changing the grip of the right hand to grasp the barrel, keeping the toe of the butt of the rifle on the marching surface and the right arm straight.
- Execute stand at ease in the same manner as parade rest with the rifle except turn the head and eyes toward the commander.
- On the command AT EASE or REST, keep the butt of the rifle in place as in parade rest.



PARADE REST



PARADE REST (REAR)

EXPLORER HONOR GUARDS

An **Honor Guard** honors an individual or group by standing watch during a ceremony or accompanying and conveying deceased service members or veterans at funerals and burials. The honor guard may be comprised of **two groups**. The first is the **Color Guard**, which presents or carries the national or state colors, or flags, at ceremonies such as promotions and funerals. The second is the **Bodyguard**, which are escorts that guide the person being honored at the event, whether living or deceased, and carries the casket at a military funeral or burial.

COLOR GUARD

Flags are almost as old as civilization itself. Fun Fact: Did you know that the Stars and Stripes was born on June 14, 1777, two years to the day after the birth of the Army. On that date, Congress resolved that the flag of the United States be 13 stripes, alternate red and white, and that the union be 13 stars, white in a blue field, representing a new constellation. The arrangement of the stars on the blue field was not specified. **The National (American) and organizational (State, City or Agency) flags** carried by Color-bearing explorers are called the National Color and the organizational Color. When used singularly, the term “Color” implies the National Color. The plural term “**Colors**” means the national and positional or organizational Colors.

The Color guard consists of rifleman and flagbearers that form up and marched in a **one-line formation** at an “**at Close Interval**” position. The flag bearers are in the middle of the line, while the two riflemen are on both ends. Color Guards can consist of **any number more than 4** due to the fact that any number of flag bearers can be in the guard. For Example: 2 guardsmen with 4 flagbearers holding the American, State, City and an agency flag will equal up to 6 in a color guard. While marching in formation, they are not allowed to execute a “To the Rear March” or an “About Face”. The Color Guard marches at “Right Shoulder Arms” with their rifles or flags and executes Facing movements by wheeling to the right or left.

There are many ways that Explorer Color Guards can carry out the presenting of the colors. But here is an example:

Example Method A:

1. Color Guard forms in a straight single file line with guards on each end and flag bearers in the middle. (Keep in mind the American flag must be the first flag in front with the eagle pointing out.)
2. C.G. Commander calls them to attention saying: “Colors Aten-hut.”
3. C.G. Commander calls the outer guardsman to move their rifles to their hands by saying: “Port Arms.”
4. C.G. Commander calls them to moving forward to the staging area saying: “Forward...March.”
5. As soon as the C.G. arrives near the center position of the staging area, the commander will halt them saying: “Ready...Halt.”

6. C.G. Commander calls them to a Present arms position by saying: “Present...Arms.”
 - **After the ceremony or event has concluded the pledge of allegiance, black national anthem or prayer, explorers will then move to step 7.**
7. C.G. Commander will then order the colors by saying: “Order Arms.”
8. C.G. Commander will order the Guards to a right/left (Depending where they entered on the staging area) face and march off scene.

Example Method B:

1. Color Guard forms in a straight single line side-by-side with guards on each end and flag bearers in the middle. (Keep in mind the American flag must be the first flag in front with the eagle pointing out.)

2. C.G. Commander calls them to attention saying: “Colors Aten-hut.”

3. C.G. Commander calls the outer guardsman to move their rifles to both their hands saying: “Port Arms.”

4. C.G. Commander calls them to moving forward to the staging area saying: “Forward...March.”

7. C.G. Commander calls them to do a right/left turn movement in unison while moving without breaking the line formation by saying: “Right (Left) Wheel..... MARCH.” The commander could then either halt the Guard if they are in the correct position or command “Forward, MARCH to march forward.”

- A **right (left) wheel** is a command procedure where the guard nearest the direction of turn serves as the pivot point and executes the movement by marching in place and simultaneously turning in the new direction. Other members shorten their steps and turn in an arc keeping abreast of each other to maintain alignment. When the movement has been completed, each member automatically marches in place. They can continue to when the command “HALT” or “Forward, MARCH” is given.

5. As soon as the C.G. arrives near the center position of the staging area, the commander will halt them saying: “Ready...Halt.”

6. C.G. Commander calls them to a Present arms position by saying: “Present...Arms.”

- **After the ceremony or event has concluded the pledge of allegiance, black national anthem or prayer, explorers will then move to step 7.**

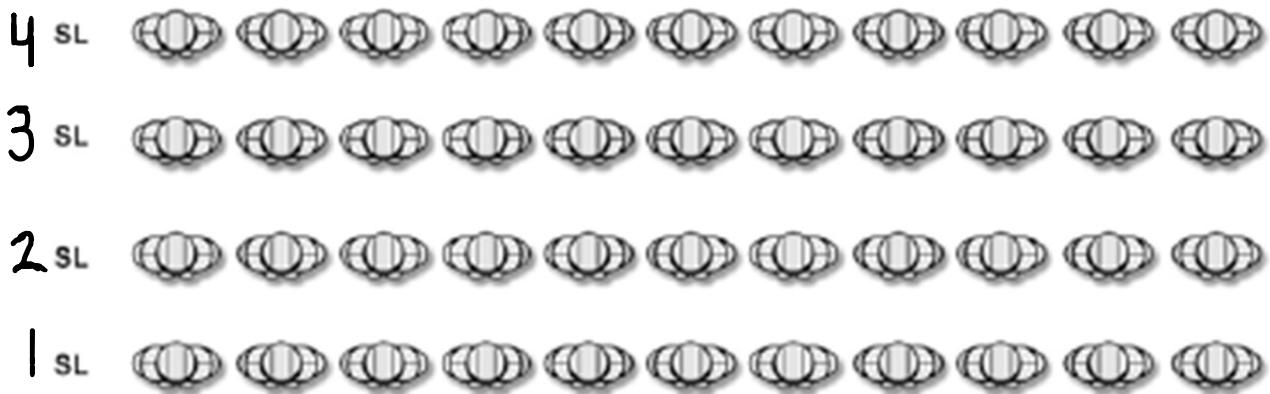
7. C.G. Commander will then order the colors by saying: “Order Arms.”

9. C.G. Commander will order the Guards to a right/left (Depending where they entered on the staging area) face and march off scene.

The command for a Facing movement is “Right (Left) Wheel..... MARCH”.

PARADE DETAILS

Through certain community service opportunities Explorers may get the opportunity to participate in Federal, State or community focused holiday celebrations. These celebrations, especially in New York, will likely revolve around a parade day. Explorers who participate in a parade as a community service event are expected to be in **full compliance in uniform, drill procedure and professionalism** at all times when in public. Usually, it is best explorers wear Class A or B uniform depending on the weather and all participating members must be in unison. The parade organizer and the Advisors must communicate on the status of the event and where explorers should be in position before commencement of the parade. The Explorers must rally together in formation as if their falling in for Rollcall. The **highest-ranking explorer** will be the Drill Commander of the formation, while the squad leaders will be the Explorer Lieutenants & higher. Explorer Sergeants or senior explorers that fully know drill movements will be in the last squad (last line of the formation) and the drill commander must have all other explorers that aren't squad leaders or in the last line to fall in based on either **height order** (Shortest to Tallest) or **fill in the gaps randomly**. Once assembled in their positions, drill commander will then call the formation to attention and call a "Left Face" movement to be in marching position. A visual demonstration is shown below on how positions are managed:



PRT LDR

PROPER PROCEDURES & ETTIQUETE

Explorers at ceremonial events are expected to follow all uniform requirements at the assigned events and must complete a uniform inspection by the highest supervising explorer for irregularities and correction. The highest-ranking explorer or advisor must coordinate with an organizer of the event and introduce themselves on behalf of the law enforcement exploring program. After getting the lay of the land of the venue or ceremony (try to secure a program pamphlet), explorer color guards and advisors will coordinate amongst each other on a strategy to enter and exiting the ceremony with the flags and rifles during the service. Explorers are also

expected to remain in complete professional attire and compliance with responding with statements ending in “Sir/Ma’am”.

CONTACT INFORMATION

The following is a series of contact information (both email and phone number) of the LFL Director and its Exploring Executives. Along with another set of contacts of every Sponsored Agency’s Exploring Division Head or Community Outreach Specialists.

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