**FTP**:

Guidon Procedures

Basic Movements:

1. Position of the Flight Commander

2. Position of the Guide

3. Position of Attention, Parade Rest, [At Ease], [Rest]

4. Fall In/Fall Out

5. Dress Right Dress/Ready Front

6. Count Off

7. Leaving and Returning to Ranks

8. Present/Order Arms, [Hand Salute]

9. Right Face/Left Face

10. About Face

11. [Face in Marching]

12. Open Ranks/Close Ranks

13. Forward March/Flight Halt

14. To the Rear

15. Double Time/Quick Time

16. Route Step/At Ease

17. Column Left/Right

18. [Column and Flank Movements from a Halt]

19. Eyes Right/Ready Front

**FTP**:

Guidon Procedures

- Order Guidon: position of attention with the ferrule on the ground to right of toe of right foot

 - Executing it: let staff slide through hand and hit the ground

 - Carry Guidon: same position but with ferrule 6in off ground

 - takes place on preparatory command

 - Executing it: pull up six in. with left hand while letting it slide through right hand

 - Parade Rest: ferrule in order Guidon position,

 - In route step/at ease, Guidon bearer can hold Guidon in either hand at carry Guidon position

 - Double time: carry in both hands, the spade points left

- On command, Right Face, guide executes a right face, executes right face in marching, march to a position in front of the third element leader, halt and execute a left face.

- Present Arms/ Eyes Right command: on present/eyes Guidon goes up, and on arms/right Guidon goes own and left arm back at side after staff is level with the ground

- Salute: 2 counts with left arm, first joint finger touches staff

Basic Drill Orientation

- Column: element leaders to the head

 - Line: element leaders to extreme right flank

 - Inverted Column: element leaders to the rear

 - Inverted Line: element leaders to extreme left flank

Basic Movements:

1. Position of the Flight Commander

 - Line: six paces away, centered on flight

 - Column: Rear one third

 - Inverted Line: six paces away, centered on flight’s rear

 - Inverted Column: Rear one third of inverted formation

When marching in line/inverted line Flt/CC will be at rear 1/3 of flight, 40 inches distance from element leaders

2. Position of the Guide

- Line Formation: The guide‟s position is abreast and to the right of the first element leader at normal interval.

- Column Formation: The guide‟s position is in front of the farthest right of the formation.

- Has to change position when formation is switched between line and column

3. Position of Attention, Parade Rest, [At Ease], [Rest]

 Attention:

- Feet 45 degrees apart

 - Legs and arms straight but not stiff/locked

 - Hands cupped at pants seams

 - Sight parallel to ground

 - Immobile, silence

 Parade Rest:

 - Heels 12in apart

 - Hands move behind back, arms fully extended

 - Thumbs for X right hand over left

 - Sight parallel to ground

- Immobile, silence

 At ease:

 - Relax in standing position

 - Right foot in place

 - Silence

 Rest:

 - Same as at ease but moderate speech permitted

4. Fall In/Fall Out

 Fall in:
 - Guide falls in first

- Element leaders and flight members fall in consecutively after all performing an automatic dress right dress and ready front when finger contact is made

 - Flight must be centered on Flt/CC

 - Unfilled ranks will be filled third element to first element, deputy always in third element in last rank

 - Flight will be sized with tallest cadets in front right (no actual verbiage, only that which is used at FT)

- Can also be called at close interval (to be covered to 4in interval if “cover” is called)

- Same fashion except the interval will be 4in (to be measured by putting hand on hip and elbow to adjacent cadet

Fall out:

- May relax in place or break ranks (leave by walking through the ranks of the flight)

- Must remain in the area

Dismissed:
- Break ranks and leave the area (everyone should leave promptly)

5. Dress Right Dress/Ready Front

Dress right dress:

- Can only be called from line
- Arm goes up horizontally and touches adjacent cadet’s shoulder if cadet to opposite side of direction called, head turns 45 degrees right if cadet to the direction called

 - Hand is flat, not turned

 - 40in and about an arm’s length is the key. Once arm length has been established, then fix interval by moving behind front cadet like when “cover” is called
 - Dress left dress can be called from inverted line

 Ready front:

 - Attention is quickly reestablished

 - No smack of palm to side

6. Count Off

- In column: Element leaders turn head 45 degrees to right and start the count, ends with the last rank

 - Front to back

 - Normal tone, no shouting

 - In line: Element leaders turn head 45 degrees and start the count, ends with the last file

 - Right to left

 - Normal tone, no shouting

7. Leaving and Returning to Ranks

- “Cadet \_\_\_\_\_, (Pause) Front and Center”

 - One step back, with arm swing, proceeds to nearest flank, halts one pace in front, reports as ordered

 - On command return to ranks, they will proceed back as they came

8. Present/Order Arms, [Hand Salute]

- Present arms: first count of hand salute, hand goes up, palm slightly toward face, upper arm parallel, tip of middle finger to eyebrow or bill of cover

 - Order arms: second count, arm goes down, attention resumed

9. Right Face/Left Face

- Execute movement according to the cadence of the command

 - Pivot for first count, bring heels together, back to 45 degrees for second count

 - Half right/left face can be conducted in the same manner

10. About Face

- To be performed using the ball of the foot rather than the toe

 - Right foot goes back, half a shoe length directly behind left heel, both legs straight but not stiff, upper body stays at attention

11. [Face in Marching]

- To be used from movements from a halt, during the “Duck step” of an ORI, and by the Guidon bearer when changing formations

 - Step of with the left foot while pivoting with the other no matter whether it’s to the left or right

12. Open Ranks/Close Ranks

 - Third element performs an immediate dress right dress, the second takes one pace and then follows suit, and the first two paces and does the same

 - Distance between ranks is 70in

 - Flt/CC then typically aligns the flight

13. Forward March/Flight Halt

Forward march:
- 24in step, coordinated arm swing

 - Arms straight, not stiff

 - Arm swing: 6in to front 3in to rear

 Flight halt:

 - One more 24in step and then a halt back to stationary attention position

14. To the Rear

- To be called on the right foot

 - 12 in step in line with right foot, pivot while pinning arms, another 12 in step, and then resume full steps

 - Called as “to the rearp, HARCH”

15. Double Time/Quick Time

 - Arms go parallel to waist line, hands cupped

 - Easy run of 180 steps per minute

 - 30in steps

 - To resume quick time you leave 4 steps in between the preparatory command and execution command

 - Can also halt from quick time, after halt do two more steps in double time, two steps in quick time, then halt

16. Route Step/At Ease

- To be called on either foot as long as both commands are said on same foot like normal

 Route step:

 - Neither silence nor cadence required, DCID maintained, additional movement allowed

 At ease:

 - Cadence not given, silence required, DCID maintained, additional movement not allowed

17. Column Left/Right

- Base element leader makes an immediate 90 degree face, takes one step and then assumes the half step

 - 2nd element takes 2 paces, then pivots, 1st element takes 1 pace and then pivots and follows suit

 - Forward march must be called

 - Can be executed at close intervals except for half steps are used in between the pivots to maintain the close interval

18. [Column and Flank Movements from a Halt]

- Column Right: All cadets take one pace with left foot and then assume movement as normal
 - Column Left: All element leaders make a face in marching in the direction of their first pivot and then assume the movement as normal

- Right Flank: All cadets face in march to the right

 - Left Flank: All cadets face in march to the left

19. Eyes Right/Ready Front

- From halt or marching

- Four counts between the preparatory and execution commands

- The 3rd element keeps eyes caged and continues the march

 - The first and second elements turn 45 degrees to the right

 - The Guidon Bearer presents and orders the Guidon upon command