

Birney's Division
Re-enactor Reference Guide
For Soldiers, Companies and Battalions

Original Edition By

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Forward

The following reference has been prepared to give the reader a quick, user-friendly, guide to the basic workings and maneuvers of a Civil War re-enactment infantry battalion. From private to battalion commander, including all officers and soldiers in-between, this guide will assist in giving a better understanding of and practical application of the procedures and evolutions listed within. We apologize for any errors that are contained in these pages, in future editions every effort will be made to make this work as accurate and correct as humanly possible.

The Authors have gone to great lengths to obtain accurate information using the manuals of the time, as well as some of their more reliable recent interpretations. Whenever practicable the appropriate reference manual and paragraph have been listed to direct the reader to the source of the information obtained.

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Section 1 General

1.1 Safety Responsibility

Too often we spend our time training and researching the technical end of this hobby. The maneuvers, evolutions, battles and camp seem to be the main focus of re-enacting life. The one thing that gets overlooked more often than not is the overall safety of ourselves and the people around us. We all love to go out and have a fun filled weekend with our fellow re-enactors but we must always have safety in mind. It should be our first priority to make sure that we all leave an event the same as we came. *Safety is not the responsibility of just a few people in charge but it is the responsibility of all of us* to ensure that we and our pards are safe and kept safe. Remember, if you are ever unsure or in doubt if something may be safe or not then consider it unsafe, it is always better to err on the side of caution.

1.2 Safety Event Planning Outline

Purpose: The items listed below were developed with other members of major re-enacting organizations within the re-enacting community and these were determined to be the minimum planning standards that should be addressed with event sponsors. Addressing the following standards will help to preserve the safety of participants, property, and the environment and serve to mitigate risks and hazards that are likely or could potentially occur at a reenactment. These planning standards should involve the combined efforts of the event sponsors, the respective re-enactor commands, as well as the local fire, EMS, and law enforcement agencies tasked with providing services to the event.

Since these standards were intended to be used at larger national events, they should be reviewed and adjusted to fit the circumstances related to the actual size and site of the event where you will be participating.

1.2.1 Site Access, Parking, and Egress

1. Identify routes into event site and the location of the registration area.
2. Identify route(s) from registration to camps and establish traffic flows through camps.
3. Traffic flow through camp should ideally be one way with the ability for emergency vehicles to pass, as well as having two points of entry/exit. It is highly encouraged that the camps do not have only one point used for entry and exit, although sometimes this is just not possible.
4. Identify traffic patterns to be used to exit camps at the close of the event.

5. Work with sponsors of events to make best effort to ensure safe distance between camps and parking. It is recommended that the minimum safe distance between camps and parking should be no less than 3750 feet or $\frac{3}{4}$ of a mile, where practicable.
6. Identify who will manage and supervise the parking areas.
7. Identify agency that will provide traffic control on roads leading into and out of the event as well as the directions of travel out of the event.

1.2.2 Site Security

1. Identify what law enforcement agency/agencies will be providing overall security and incident investigation to the site.
2. Identify location of law enforcement incident command post.
3. Identify best means of contacting law enforcement during event hours and after hours.
4. Identify monitoring activities to be engaged in by law enforcement and additional resources to be on site (such as mounted patrols, motorized and foot patrols, or aerial monitoring of site). This should include provisions for securing the event perimeter, public areas, battlefields, and parking areas.
5. Establish protocol for monitoring and searches of spectators as necessary such as bag searches at entrance to event.
6. Establish needs of law enforcement in order to be able to perform searches of reenactor camps and equipment including artillery caissons and camping areas.
7. Establish protocol and agency tasked with inspection of public areas, battlefields, and parking areas prior to and during the event.
8. Provide camp layout and grid to law enforcement.

1.2.3 Fire/EMS Support

1. Identify agency with incident command of site and location of the command post.
2. Identify the resources that will be available onsite, staged, and available by mutual aid assignment.
3. Identify what hours Fire/EMS will be on site.
4. Establish best means of contacting Fire/EMS during event hours, during scenarios, and after hours.

5. Establish practice of identifying location of incident: use of flags, guidance into scene, use of strobe lights, etc.
6. Provide grid maps of camps to Incident Commander and his/her staff.
7. Identify location of staging and EMS treatment area with protocols for treatment and transport.
8. Identify protocol for Mass Casualty Incident.
9. Identify the hospitals any injured person may be transported to as well as the hospitals levels of care and addresses.

1.2.4 High Hazard Mitigation

1. Identify nature of high hazards that could be incurred during the course of the event specific to geographical region, season, local industry, and acts of civil disobedience.
2. At a minimum the identified high hazards should include: weather related, such as severe storms and tornado; hazardous materials on site and nearby; acts of civil disobedience such as protests, attack, or bomb threat and detonation; and significant fire activity.
3. Identify resources available to mitigate the risks prior to event as well as during incident as well as agency responsible for managing the risk.
4. Identify areas for sheltering in place, location for withdrawal outside of event site within short walking distance; and permanent shelter available for the most severe and likely long term incidents.
5. Establish resources and means to evacuate site as needed and estimated time frames to perform the evacuation.
6. Establish decision matrix for who determines evacuation and to what location and by what means relative to the nature of the threat(s).
7. Establish nature of amenities available at the specified evacuation locations and what resources are available to make up gaps in necessities in terms of food, water, and medical attention.

1.2.5 Radio/Communications

1. Establish number of radios to be distributed and by whom with pattern of recharging.
 - a. It is at the discretion of each command on how they would like to proceed with radios and charging.

- b. For those organizations who do not currently have radios, it is recommended that you use AA Battery Radios and hand out several packs of batteries instead of purchasing rechargeable radios.
2. Establish what frequencies are to be used by what working groups.
3. Establish what hours each frequency will be monitored and used by working groups for effective communications.

1.2.6 Miscellaneous

1. Establish procedures for managing equine related emergencies.
2. Identify if event will involve cavalry rides, marches, or parades external to the event grounds and how EMS and safety related procedures will be implemented for those events.
3. Identify if any live fire exercises and/or pyrotechnics will be utilized during the event including location, times, and how marked in the fields.

1.3 General Responsibility

Casey's Infantry Tactics, Title I, Article II, Instruction of the Battalion (49) Every commanding officer is responsible for the instruction of his command. He will assemble the officers together for theoretical and practical instruction as often as he may judge necessary, and when unable to attend to this duty in person, it will be discharged by the officer next in rank.

1.3.1 Battalion Commanders

The battalion commander is responsible for the overall training, direction, well-being and safety of the battalion for which he commands. He is the direct connection between his battalion and the overall command of the event. It is his responsibility, with the aid of his staff, to make sure that the men under his command have the most up to date information regarding camp lay-out, company designation, amenity location, schedules, etc.

1.3.2 Battalion Adjutant

1. **Casey's Infantry Tactics, Title I, Article II, Instruction of the Battalion (50).** Captains will be held responsible for the theoretical and practical instruction of the non-commissioned officers, **and the adjutant for the instruction of the non-commissioned staff.** To this end, they will require these tactics to be studied and recited, lesson by lesson; and when instruction is given on the ground, each non-commissioned officer, as he explains a movement, should be required to put it into practical operation.
2. The battalion adjutant is responsible for aiding the battalion commander in the training, direction, well-being and safety of his respective battalion. He will aid the battalion commander with the distribution of information to his battalion. He will aid the battalion commander with communication between his respective battalion and the overall event. He is responsible for the handling of all associated battalion paperwork (i.e. consolidation of morning reports, weapons reports, schedules, etc.) He is responsible for aiding the battalion commander with the layout of the camp and is responsible for issuing individual company assignments and for the initial formation of the battalion.

1.3.3 Battalion Aide-De-Camp

The battalion aide-de-camp is responsible for aiding the battalion commander in the training and safety of his respective battalion. He will aid the battalion adjutant with the distribution of information to his respective battalion.

1.3.4 Battalion Sergeant Major

The battalion sergeant major is responsible for aiding the battalion commander in the training and safety of his respective battalion. He will aid the battalion adjutant with the distribution of information to his respective battalion, particularly to all First Sergeants / ranking NCO's. He is responsible for aiding the battalion adjutant in the formation of the battalion and for keeping the battalion in step on the march as well as in-line and dressed during battle.

1.3.5 Wing Commanders

1. **Casey's Infantry Tactics, Title I, Article II, Instruction of the Battalion (53).** In the school of the company, the lieutenant colonel and the majors, under the colonel, will be the principal instructors, substituting frequently the captain of the company, and sometimes one of the lieutenants; the substitute, as far as practicable, being supervised by one of the principles.
2. The wing commanders are responsible for the overall training, direction, well-being and safety of the companies for which they command. They will also aid the battalion commander in the distribution of information to their respective companies.

1.3.6 Company Commanders

1. **Casey's Infantry Tactics, Title I, Article II, Instruction of the Battalion (50).** **Captains will be held responsible for the theoretical and practical instruction of non-commissioned officers**, and the adjutant for the instruction of the non-commissioned staff. To this end, they will require these tactics to be studied and recited, lesson by lesson; and when instruction is given on the ground, each non-commissioned officer, as he explains a movement, should be required to put it into practical operation.
2. The company commanders are responsible for the overall training, direction, and safety of the company for which they command. They will also aid the wing commanders in the distribution of information to their respective companies.

1.3.7 Company Officers

1. **Casey's Infantry Tactics, Title I, Article II, Instruction of the Battalion (52).** In the school of the soldier, the company officers will be instructors of the squads; but if there be not a sufficient number of company officers present, intelligent sergeants may be substituted; and two or three squads, under sergeant instructors, be superintended, at the same time, by an officer.
2. **Casey's Infantry Tactics, Title I, Article II, Instruction of the Battalion (60).** The instruction of officers can be perfected only by joining theory to practice. The colonel will often practice them in marching and in estimating distances, and he will carefully endeavor to cause them to take steps equal in length and swiftness. They will also be exercised in the double-quick step.

3. The company officers are responsible for aiding the company commander in the overall training, direction, well-being and safety of the company to which they belong. They will also aid the company commander in the distribution of information to their respective companies.

1.3.8 General NCO Information

1. NCO's should be examples to the soldiers in the neatness and cleanliness of uniform, arms, accoutrements, and inside and around their tent.
2. The company officer should be able to depend on the NCO's to oversee all duties of the company and ensure that they're done in a proper military manner and that good order and discipline is followed.
3. NCO's should provide themselves with a pencil and notebook in which to record the names of the company members present for the event and persons on details, and to record any orders passed down to them.

1.3.9 First Sergeant / Ranking NCO

1. **Casey's Infantry Tactics, Title I, Article II, Instruction of the Battalion (63).** As the discipline and efficiency of a company materially depends on the conduct and character of its sergeants, they should be selected with care and properly instructed in all the duties appertaining to their rank.
2. **Casey's Infantry Tactics, Title I, Article II, Instruction of the Battalion (64).** Their theoretical instruction should include the School of the Soldier, the School of the Company, and the Drill for Skirmishers; as well as a knowledge of the principles of firing. They should likewise be well instructed in their duties as battalion guides.
3. The First Sergeant / ranking NCO has the immediate supervision of the company and can be thought of as the foreman of the company. He is to hold all sergeants and corporals responsible for their areas of camp and the proper completion of duties. He should be the go-to man for training on drill and tactics. Like the company officer, the First Sergeant should ensure that his command goes on and off the field safely and can account for anyone missing.
4. The First Sergeant / ranking NCO's are responsible for aiding the company commander in the overall training, direction, well-being and safety of the company to which they

belong. They will also aid the company commander in the distribution of information to their respective companies.

5. The First Sergeant / ranking NCO's are responsible for the initial formation of their respective company. They are responsible for the handling of all company forms and/or paperwork (i.e. morning reports, weapons reports, etc.). They are responsible for the overall well-being and order of the enlisted men within their respective companies. They are responsible for the overall order and cleanliness of their respective company streets (i.e. company streets clean of trash and modern day conveniences out of public site).

1.3.10 Sergeants

1. It is the responsibility of the sergeants to aid the First Sergeant / ranking NCO in the overall training, direction, well-being and safety of the company, platoon or squad to which they belong.
2. Sergeants should be able to instruct corporals and privates on tactics above the level of the School of the Soldier.
3. As a file closer, his duty is to see that the men pay attention to their duty, preserve order, march properly and keep closed. In battle, he is to prevent the men from misbehaving before the enemy and watch over the general safety of the line.

1.3.11 Corporals

1. **Casey's Infantry Tactics, Title I, Article II, Instruction of the Battalion (66).** Their theoretical instruction should include the School of the Soldier, with a knowledge of firing.
2. It is the responsibility of the corporals to aid the First Sergeant / sergeants / ranking NCO in the overall training, direction, well-being and safety of the company, platoon or squad to which they belong.
3. Corporals should be able to instruct privates on the School of the Soldier.
4. Corporals should be the first in line for roll call and formations.

1.3.12 Privates

It is the responsibility of privates to make their theoretical instruction include the School of the Soldier. They should take care in the overall well-being and safety of themselves and the individuals around them for which their actions have a direct effect on.

Section 2 Battalion Formation

The following method of forming the battalion should be used whenever the battalion is formed, whether it is for Dress Parade or prior to beginning a Battle and/or Tactical scenario.

2.1 Sequence of Bugle Calls/Orders

The battalion is formed with the following bugle calls and/or verbal orders if no musicians (buglers) are present for the formation. The first bugle call/order would be **MUSICIANS CALL** which is be the signal for the musicians to report to the parade ground with accoutrements and instruments. **MUSICIANS CALL** will be sounded prior to **ASSEMBLY** and finally **TO THE COLORS** shall be sounded. (The times for all bugle calls/orders will be established the night before during the officers' meeting or very early the next morning and posted by the adjutant in a location easily viewed by all.) ALL PERSONELL OF THE DIVISION are encouraged to visit the Birney's Division website and click on the "Library" tab to access the Reference Library which contains audio files of important bugle calls. (Dal Bello, P.I.E. para 184.)

2.2 ASSEMBLY

At the appointed time, **ASSEMBLY** will be sounded/called. Times for all calls shall be designated and posted either the evening before or very early in the morning. Also known as "First Call", when **ASSEMBLY** is sounded/called, the First Sergeant/Senior NCO and the rest of the NCO's of each company will have their men put their accoutrements on and form their respective companies in their company streets. Prior to leaving their individual company streets, companies shall be formed into two ranks, dressed to the right and each rank and file shall be counted. All soldiers shall march off their company streets with weapons, accoutrements and full canteens and full cartridge boxes.

2.3 TO THE COLORS

At the appointed time, **TO THE COLORS** will be sounded/called. To expedite the formation of the battalion, the Adjutant should be aware of where the color company (if one is designated) is or be escorting the color company to the parade ground. **TO THE COLORS** shall be sounded/called approximately 10 minutes after **ASSEMBLY**.

2.4 BATTALION FORMATION

With the sounding/ordering of **TO THE COLORS** all companies shall march off their company streets (if not done so by the time of the signal) and the battalion shall be formed in the following manner. (Dal Bello, P.I.E., para 184.)

1. The Color Company (if designated) will be formed on the line established by the Adjutant and the battalion Sergeant Major. The line is established by the Adjutant through the use of two markers (guidon carriers) both of whom will be facing to the right and posted at the approximate location of the left and right flanks of the color company. If no Color Company is designated, the first company to form on-line will be designated by the adjutant.
2. After marching to the Battalion Parade ground the Color Company will do the following:
 - a. The First Sergeant of the Color Company will AUTOMATICALLY post himself on the line of markers, facing to the left, with his rifle at SUPPORT ARMS. His position will be adjusted by the Adjutant and be in the area of where one of his 3 rightmost files will be standing when the company is dressed.
 - b. The Color Company Captain will move his company up to the designated line of the markers with his left and right flanks at the locations of the markers.
 - c. This Captain will then move to the extreme left end of his company and post in line of battle to the left of the leftmost Color Guard. The Captain will then order his company to **“Left-DRESS”** on him. The left arm/elbow of the First Sergeant to be lightly touching the chest of one of his 3 rightmost files.
 - d. Once satisfied with the alignment, the Color Company Captain will order his company to **“Support ARMS.”** (The Color Company Captain

will “give way” to the commander of the next company to the left by stepping back into the rear rank as the next company on the left arrives on line. The First Sergeant of this next [left] company will step back to the line of file closers.) See figure 1 on page 13.

- e. The Adjutant will then instruct the Battalion markers (guidon carriers) to move to the approximate areas of the flanks of the Battalion and these markers will continue facing to the right.
3. The Battalion will continue to be formed in a similar manner, working from the Color Company outwards to the flank Companies. The order of formation will be designated by the Adjutant and will typically be an alternating of companies to continue until all companies are on-line and dressed to the Center (Colors).
 4. Companies approaching the Color Line should arrive BEHIND the Color Line in such a manner that they are in a two rank Battle Line and halted 3 paces behind their designated position in line. This position will be assigned by the adjutant earlier in the day and will correspond to the number of the company, i.e. First Company, Second Company, etc. Company Commanders shall make every effort to NOT pass in front of the established Color Line.
 5. Right wing companies approaching the Color Line will form in the following manner:
 - a. After halting 3 paces behind the Color Line in its approximate position in line, the outermost guide (First Sergeant) of this company will AUTOMATICALLY post himself on the line of markers, facing to the left with his rifle at support arms. His position will be adjusted by the Adjutant and be in the area of where one of his 3 rightmost files will be standing when the company is dressed.
 - b. Simultaneously, the Captain of this company will post himself to the right of the senior corporal of the next company to his left and will order his company to Left Dress on him. One of the three right-most files of his company will be aligned with the First Sergeant. The left elbow/arm of the First Sergeant should be lightly touching the chest of one of these files.
 - c. The Adjutant will ensure the final alignment of the guide/company before moving to the next company. See figure 2 on page 13.

6. Left wing companies approaching the Color Line will form in the following manner:
 - a. After halting 3 paces behind the Color Line in its approximate position in line, the outermost guide (Second Sergeant/Left Guide) of this company will AUTOMATICALLY post himself on the line of markers, facing to the right with his rifle at support arms. His position will be adjusted by the Sergeant Major and be in the area of where one of his 3 leftmost files will be standing when the company is dressed.
 - b. The Captain of this Company will MAINTAIN his normal position and after moving his company up onto line will order his company to RIGHT DRESS on him. One of the three left-most files of his company will be aligned with the Left Guide. The right elbow/arm of the Left Guide should be lightly touching the chest of one of these files.
 - c. The Sergeant Major will ensure the final alignment of the guide/company before moving to the next company. See figure 3 on page 14.
7. Wing Commanders should verify the alignment of the Battalion and if satisfied with it will signal this to the Adjutant. They will then move to the rear of and in the center of their respective wings.
8. The Adjutant, with final authority over the alignment, will signal his acceptance of the alignment of the Battalion by ordering GUIDES, POST. The Guides, Markers and Captains will return to their regular position in line of battle. See figure 4 on page 14.

Battalion Formation Illustrations

Figure 1: "Color Company" On-Line
Four companies shown, five required
To take colors out.

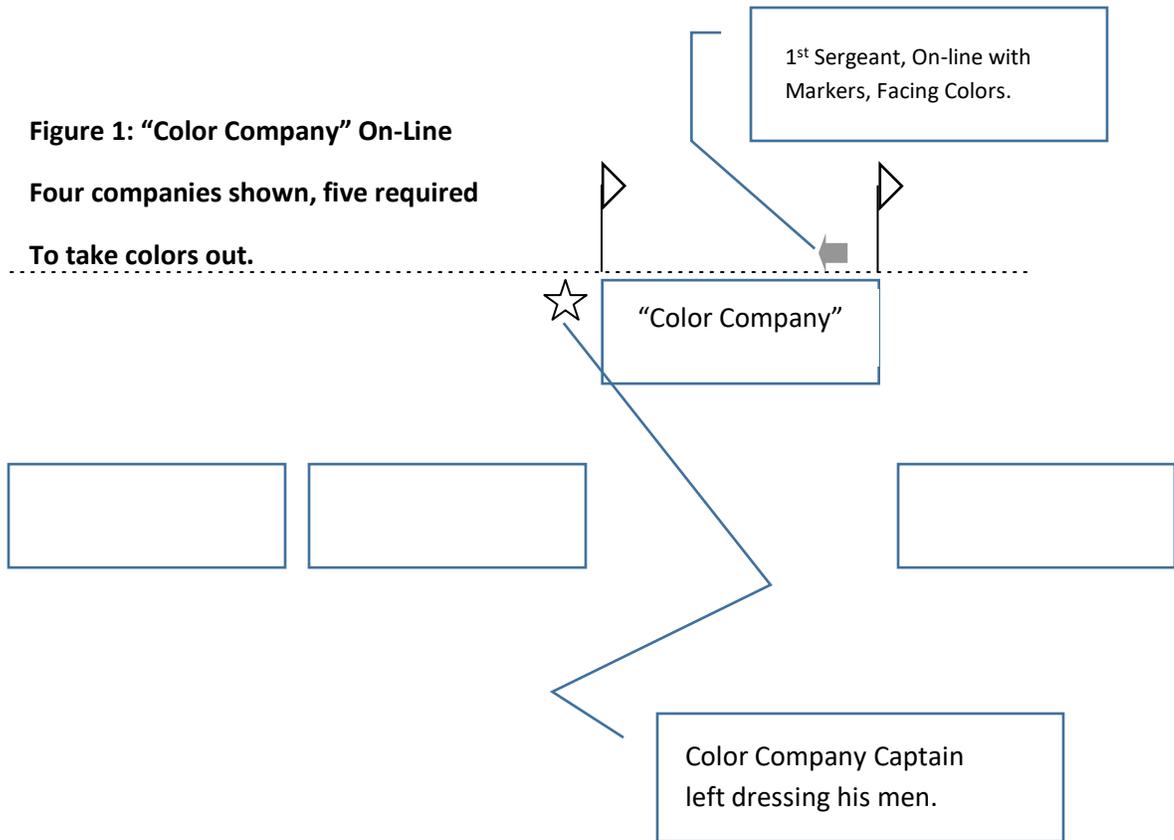


Figure 2: Left Wing Company On-Line

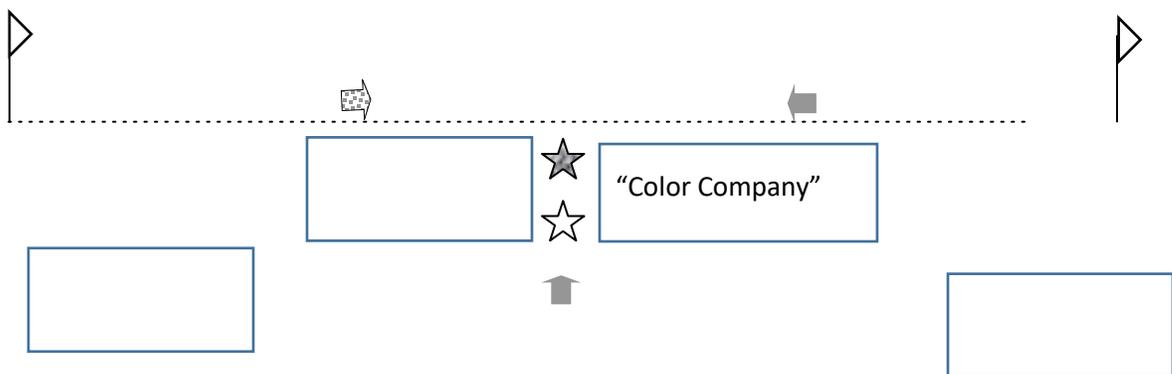


Figure 3: Right Wing Company On-Line

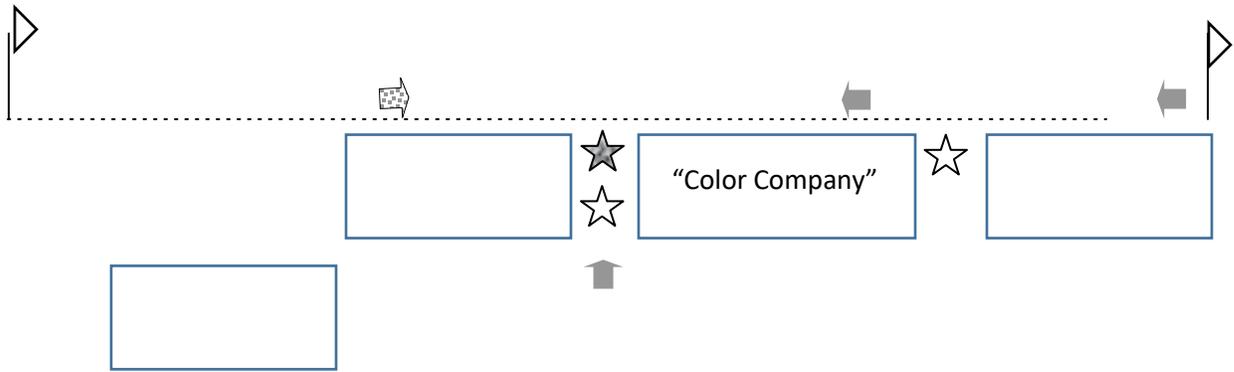
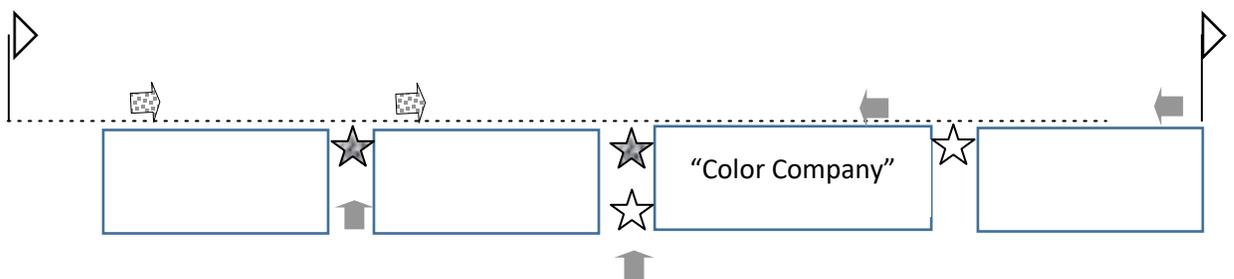


Figure 4: Battalion Formed with Guides On-line



2.5 Weapons Inspection

2.5.1 Procedure According to Casey's Tactics

1. When the battalion commander, or his adjutant, wishes to cause an inspection of arms of his battalion at order arms, he will command, "**Inspection, ARMS.**" (Casey, School of the Soldier, para 235)
2. Each soldier, using their left hand, will then bring his piece in front of him, barrel to the front and butt between his feet, switch hands at the upper band from left to right, fix his bayonet, switch hands at the upper band from right to left, draw his rammer and "glide" it to the bottom of the bore and finally return his piece, using their left hand, to the position of order arms. Note: The best way to remember the sequence is that it's in alphabetical order, i.e. Bayonet then Rammer. (Casey, School of the Soldier, paras 236-37)

3. The inspecting officer will then work his way down each rank, stopping in front of each soldier. As the inspecting officer stops and faces a soldier in line, the soldier will: (Casey, School of the Soldier, para 238)
- a. Raise the piece with his right hand by bending at the elbow.
 - b. Reach across with the left hand and “seize” the piece with the left hand between the lower band and the guide sight. Note: Seize means to take control of with just that hand, so in the next move the right hand drops and down to the side.
 - c. Bring the piece around, lock to the front, with the left hand as high as the chin and the piece vertical and opposite of the left eye. Note: Compare the three illustrations below in figure 5. The left one is the classic illustration we usually see; the middle one is from Scott’s Infantry Tactics; and the right one is from Heitman’s Simplified Hardees, 1990. I would argue that the middle and right illustrations reflect the text of the tactics manuals more so than the left. The left has the rifle muzzle tipping out, making it hard for the inspecting officer to take the rifle. Also, the left illustration appears to have the lock facing to the right (notice the butt) instead of to the front. Is this artistic license?.

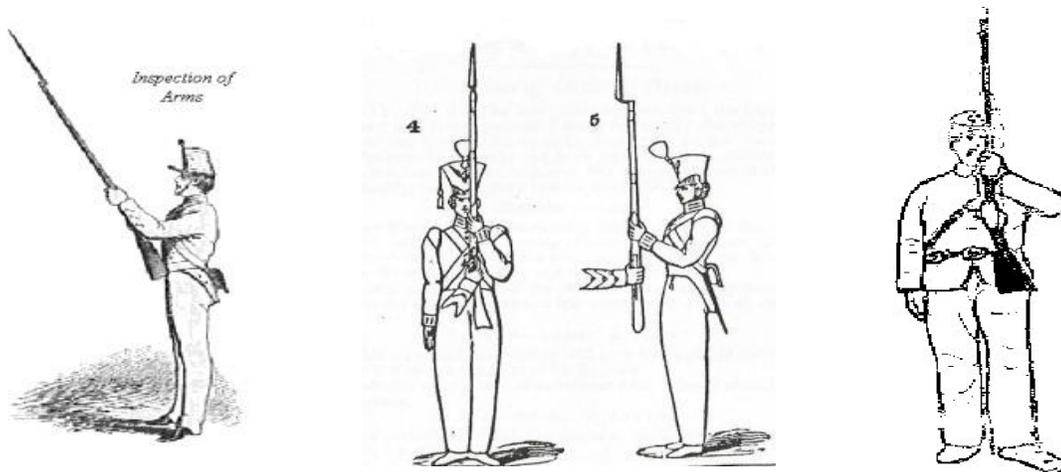


Figure 5: Comparison of weapon locations for inspection.

- d. The inspecting officer will then “seize” the piece with the right hand at the small of the stock, inspect it (see below section on Birney’s protocol for inspecting weapons) and return it to the soldier. Note: The middle illustration above depicts the hand of the inspecting office taking the piece from the soldier.
- e. The soldier will take the piece back with his right hand and return it to the position of order arms.
- f. When the inspecting officer moves to the next soldier in the rank, the soldier whose piece has just been inspected will carry their piece, with the left hand, to the front of them having the barrel to the front and butt between his feet, and will return their rammer, unfix bayonet and then return the piece to the position of order arms. (Casey, School of the Soldier, para 239) Note: A great way to remember this last part is Casey’s is complete, rammer and bayonet, and Hardee’s is half, rammer only.

2.5.2 Weapons Inspection for Birney’s Division Prior to Battle

1. The battalion, formed under the direction of the adjutant and at the location prescribed by the battalion commander, will open ranks as per Dominic Dal Bello, P.I.E., para 14.
2. The Inspecting Officer will inspect the weapons of the battalion after the weapons are prepared for inspection as per the above procedure paying particular attention to the following:
 - a. The piece is generally clean of dirt and rust with special attention given to the bore of the barrel and nipple.
 - b. The lock works in both the half and full cock positions.
 - c. All visible screws are tight and the barrel bands are snug.
 - d. The cartridge box contains rounds of the proper construction and materials.
 - e. All soldiers have full canteens.
3. The ranks still being open, the adjutant will command the rear rank to, “**About FACE.**” After which, the adjutant will command the battalion to, “**PRIME.**” The men now with their pieces primed and at the ready, the company commander will step to the front and right of each soldier.

4. As the company commander comes to this position, the soldier will lower the muzzle of their piece a few inches from the ground at a spot indicated by the point of the company commander's sword and fire. The company commander ensuring that the ground or vegetation is moved by the air escaping from the muzzle. The soldier will then raise the muzzle of their piece and assume the position of shoulder arms.

5. The adjutant receiving the reports from the company officers that all weapons are in working order and clear will command, "**Rear rank. About FACE.**" and then command the battalion to, "**Close order. MARCH**".

6. The adjutant will then command the battalion to, "**LOAD.**" Where all soldiers will conform to (Casey, School of the Company, para 45 & Casey, School of the Battalion, para 37).

7. When the adjutant observes all in the ranks are at shoulder arms, he will command, "**Firing by File. Ready. COMMENCE FIRE.**"
 - a. At the first command the covering sergeant and company commander will move to the rear of their company. The covering sergeant at his normal post for firing and the company commander behind the first file on the right.
 - b. At the second command, the men in ranks will assume the ready position.
 - c. At the third command the files, slowly and in turn, will fire their pieces with muzzles at an elevated position at a pace where the company commander is behind them observing the muzzle flash of both pieces in the file.
 - d. All pieces that did not fire will fall to the rear and be discharged under the supervision of the company officer.
 - e. As this procedure is more of a modern safety protocol, once the men have fired their piece WILL NOT LOAD UNLESS DIRECTED.

8. When all pieces of the company are discharged, the company commander will report this to the adjutant and place the men at order arms.

2.5.3 Post battle reenactment/ skirmish/ tactical clearing of weapons

1. Shortly after the sounding of cease fire/ taps / church call, the men of the battalion will, at the saunter, rally to the colors and reform their companies in the proper order of battle.
2. The battalion commander, seeing that the companies are formed and at **Order Arms** will command, "**Attention Battalion. Shoulder-ARMS. PRIME.**" where the soldiers take the position of **Ready** (Casey, School of the Soldier, paras 178-180) and perform **Prime** (Casey, School of the Soldier, para 175).
3. The battalion commander, seeing that the men of the battalion are at the Ready will then command "**Firing by battalion. Ready. At extreme elevation-Aim. FIRE.**" At the command **Fire**, the battalion commander will look for any pieces that discharge due to being loaded.
4. If any pieces do discharge and not just by the report of the cap, the battalion commander will again command "**PRIME.**" The battalion commander will then have his men discharge their pieces as in paragraph 3 above.
5. This process will continue until the battalion commander is satisfied all weapons are cleared and then he will command "**Shoulder-ARMS. Order-ARMS. In place-REST.**"

Section 3 Dress Parade

- 3.1 The battalion being formed as per section 2.4 above and the rank and file holding their arms at Support Arms, "the captain of the first company, on notice of the Adjutant, steps one pace to the front, and gives his company the command '**Order-ARMS; Parade-REST**', which is repeated by each captain in succession to the left." See figure 6 on page 21.
- 3.2 The adjutant, once all companies are at parade rest, will then order the music to "**Beat-OFF.**" The music plays while "trooping" the line and then returns to their place on the right of the line. See figure 7 on page 22.

- 3.3 The adjutant then steps two paces to the front, faces left and commands “**ATTENTION-Battalion. Shoulder-ARMS. Prepare to open ranks. To the rear, open order. MARCH.**” See figure 8 on page 22.
1. Company officers will step **4 paces** to the front.
 2. Those officers that are file closers will come to the front and take their place in the line of officers.
 3. Once they have confirmed the alignment of the rear rank, the Wing Commanders will step around the ends of the battalion and position themselves **6 paces** in front of the battalion where they would be in line of battle.
 4. Once the adjutant sees that this is done he will command “**FRONT.**”
 5. First Sergeants will then step to the front rank to fill the space made by the Captain.
- 3.4 The adjutant will then pass between the front rank of the battalion and line of company officers to the center, turn right, and pass the line company officers 8-10 paces. See figure 9, position #1 on page 23.
1. He will then about face and command “**Present-ARMS.**”
 2. The arms will be presented, the officers saluting with the sword.
 3. The adjutant will face about, salute the commanding officer and report “**Sir, the parade is formed.**”
 4. The adjutant will then, at the commanding officer’s direction, take his station behind the commanding officer. See figure 9, position #2 on page 23. This station is three paces to the left and one pace retired.
- 3.5 The commanding officer returns the salute of the line, draws his sword as the adjutant returns his sword to its scabbard, and commands “**Battalion. Shoulder-ARMS.**”
1. He may then “add such exercises as he may think proper.”
 2. He will conclude with “**Order-ARMS**” and return his sword. At the same time the adjutant draws his.
 3. He will then direct the adjutant to receive the reports.

- 3.6 The adjutant will follow the same path and return to position #1.
1. At this position, he will command **“First Sergeants, to the front and center. MARCH.”**
 2. The First Sergeants will step **2 paces** to the front, inward face and march to the center and halt.
 3. The adjutant then commands **“Front-FACE. REPORT.”**
 4. The First Sergeants face the front and in succession from right to left salute by bringing the left hand smartly across the body to the right shoulder, and report the results of the roll-call.
 5. Once each First Sergeant has reported, the adjutant will command **“First Sergeants, outward – FACE. To your posts – MARCH.”** At March they will return to their positions in line.
 6. The adjutant will then face about to the commanding officer, salute, and report the results of the First Sergeant’s reports.
 7. The commanding officer returns the salute, then directs the adjutant to **“Publish the orders.”**
 8. The adjutant will then face about towards the battalion and announce **“Attention to orders.”** He then will read the orders of the day.
 9. Once done he will face about to the commanding officer, salute, and report the orders were published.
- 3.7 At the direction of the commanding officer, the adjutant will face about towards the battalion and announce **“The parade is dismissed.”**
1. The officers will return their swords, face inward and close on the adjutant.
 2. The two inner officers should leave a space for the adjutant, if he does not get to his position in time.
 3. The adjutant will then command **“Front – FACE. Forward – MARCH.”** The Wing Commanders will take their positions on the ends of this line. See figure 10 on page 23.
- They will march forward to within **6 paces** from the commanding officer, where the adjutant will command **“HALT.”**

The officers will salute the commanding officer, and they will receive further instructions from him.

- 3.8 Once the commanding officer has dismissed the officers, the first sergeants will close the ranks of the company and march them to the company parades. (Army Regs., para 346; Dal Bello, para 22; Gilham's, para. 738)
- 3.9 A pneumatic that I use to remember the sequence for dress parade is:
- a. **M**- music
 - b. **O**- open ranks
 - c. **P**- present arms
 - d. **R**- report
 - e. **A**- attention to orders

Dress Parade Illustrations

Figure 6: Battalion formed

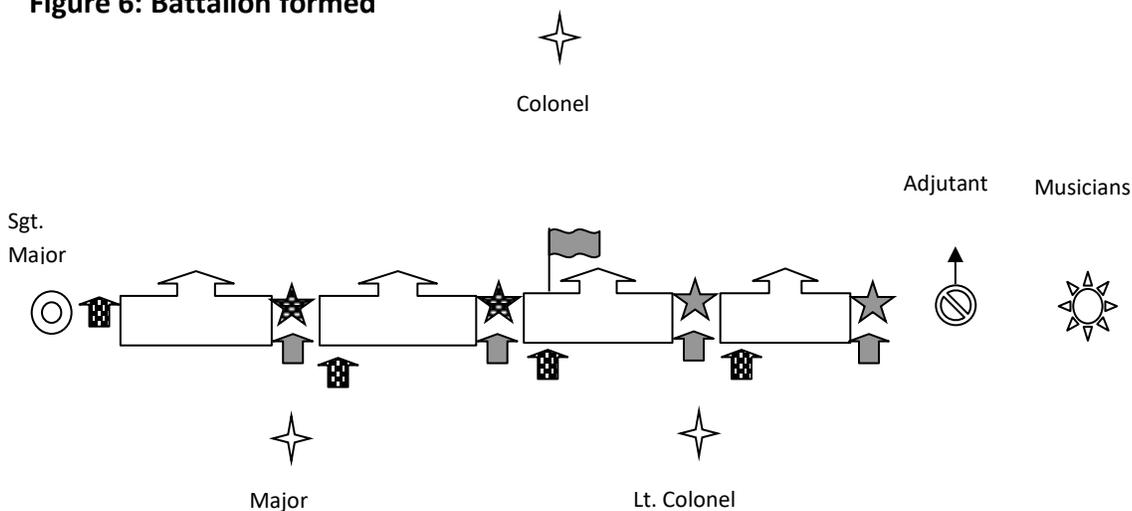


Figure 7: "Musicians Beat Off"

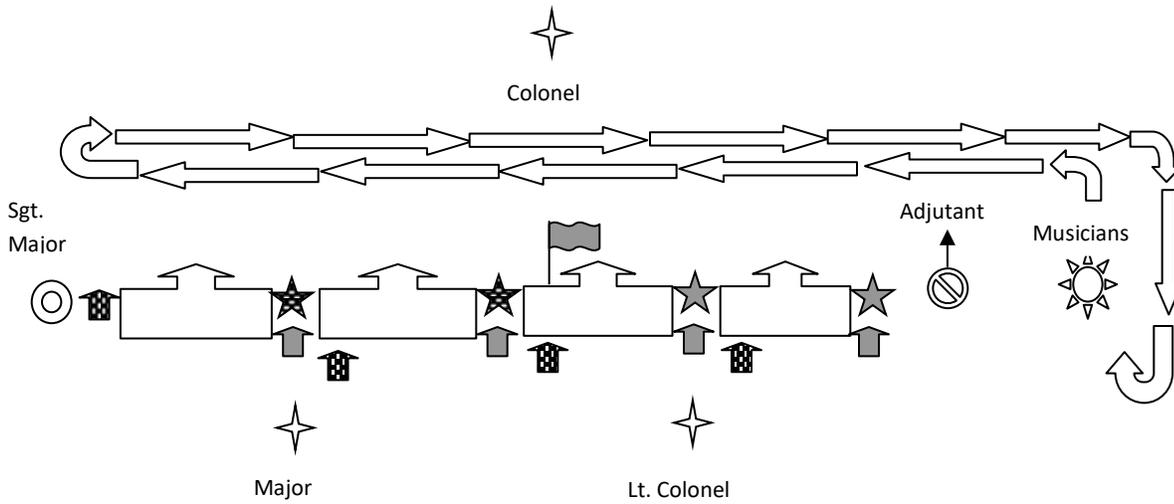
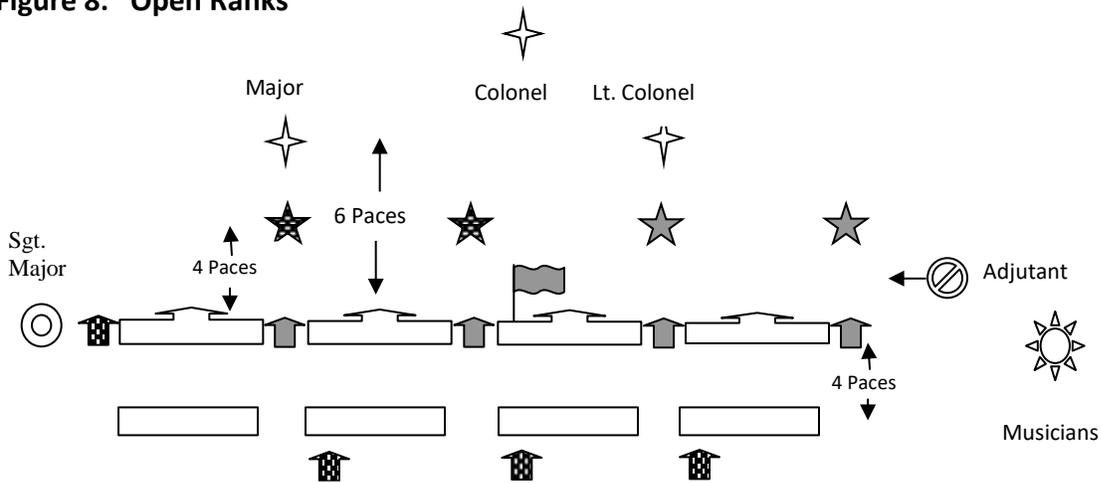


Figure 8: "Open Ranks"



- 1) Lt. Col. & Maj. Check alignment of rear rank prior to moving to the front.
- 2) 1st Sgt. moves back w/ rear rank at "March!" and to front rank at "Front!"

Figure 9: Adjutant's Movements

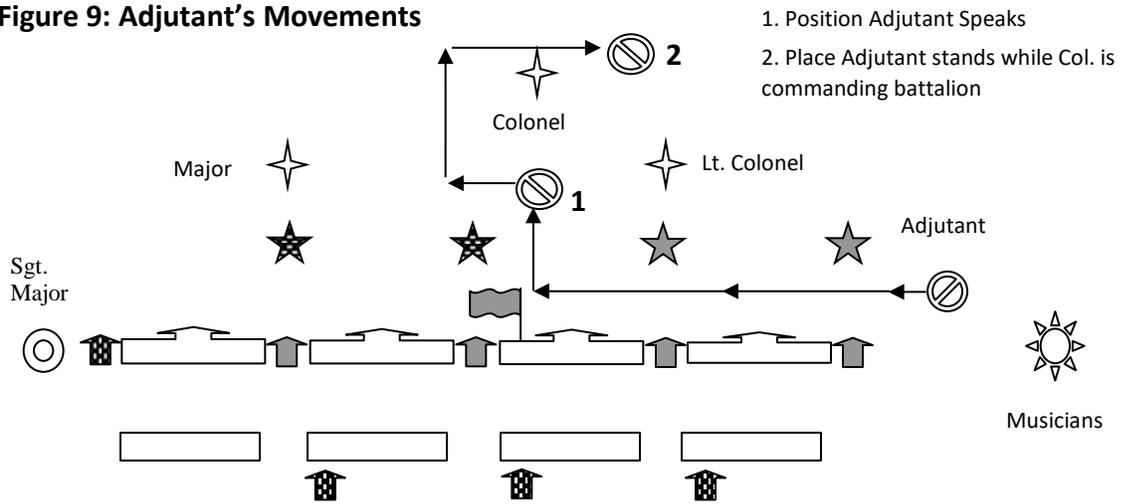
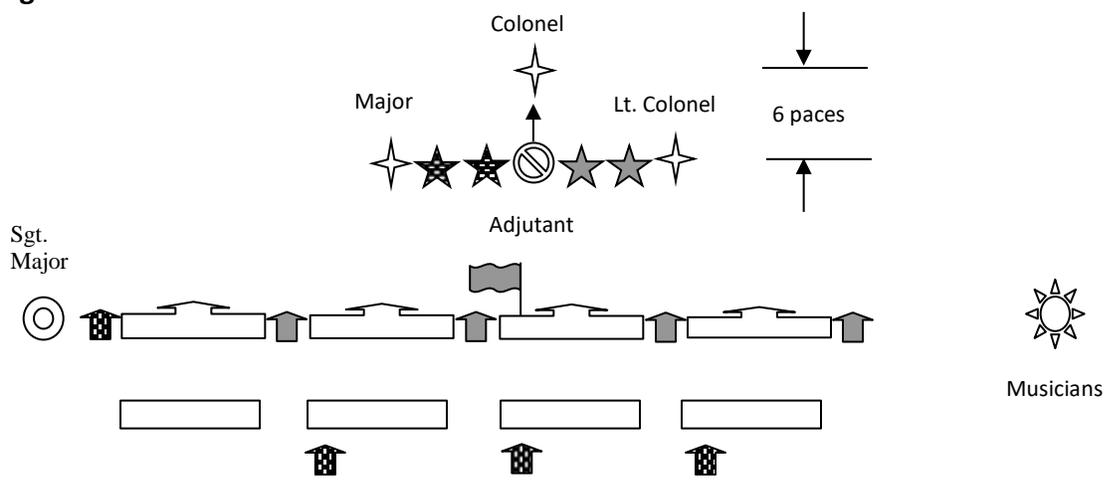


Figure 10: "Parade is dismissed"



Section 4 Battalion Evolutions

4.1 Battle Front to a Column of Companies

This section will examine two of the ways that a battle line may be changed into a column of companies.

4.1.1 By Company, Right (Left) Wheel

The Battalion, being in a line of battle, and the Commander wishing to form a column of companies facing to the right, will command “**By company, right wheel. MARCH.**”

1. Each company will begin to wheel to the right, ON A FIXED PIVOT, looking out and touching in towards the pivot.
2. The instant this begins, the Left Guides (Second Sergeants if available) will establish themselves as guiding the wheeling flank.
3. When the wheeling flank is three paces from the perpendicular the captain will command, “**Such company, HALT.**”
4. The Left Guides will then align themselves on line in the new direction of the Battalion.
5. The captain will then command, “**Left-DRESS. FRONT.**”

If the Battalion Commander wishes the left flank company to lead the column, substitute left wheel in the first command above. The second sergeant/left guide will stand fast and the First Sergeant will guide the wheel. The company captains should proceed as above substituting Left for Right and the First Sergeants will align themselves in the new direction of the Battalion. (Dal Bello, P.I.E., para 42.)

4.1.2 By the Right of Companies to the Rear into Column

The Battalion Commander wishing to form a column of companies, right in front, will give the command, “**By the right of companies to the rear into column.**” This is a multi-step command and can be broken down as follows:

1. Company captains will move to the front and center of their companies and caution them to face to the right. The commander continues with “**Battalion, Right-FACE.**” See figures 11 & 12a on page 25.
2. Company captains move to the right of their companies and break three files (as per Casey’s) to the rear. As soon as the three files have faced to the rear, the captains of each company will place their chest against the left arm of the man in the last file of the company to their right. The men of the first file should be in line with the right shoulders of the rear rank men and the First Sergeants will be facing to the rear. See figure 12b on page 26.
3. Once the Commander sees this done, he will command “**MARCH**” and the companies will march off as if doing a **By File Right**. See figure 13 on page 26.
4. When the last set of files of each company wheels, the company captain will command, “**Such company, HALT. FRONT.**” At Front, the company fronts and the Left Guide/Second Sergeant will step towards the captain and place his left arm against the captain’s chest. See figure 14 on page 26.
5. The captain then commands “**Left-DRESS. FRONT.**” See figure 15 on page 27. (Dal Bello, P.I.E., paras 43-44.)

Figure 11: “By the Right of Companies to the rear into column.” Company Commanders have moved front/center.

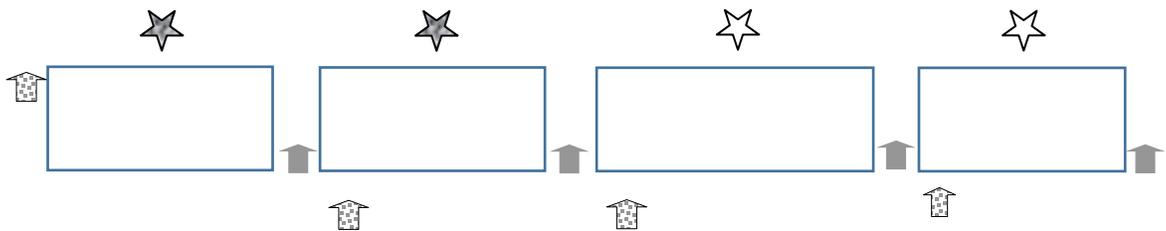


Figure 12a: “Right FACE.”

Files are doubled to the right.

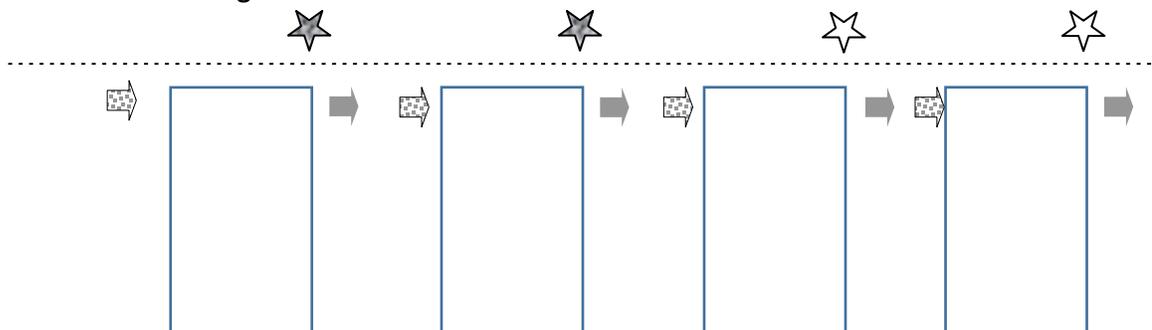


Figure 12b: Break three files to the rear. (Single Company Detail.)

Captain has broken his files and moved to the left of the last file of next Company.

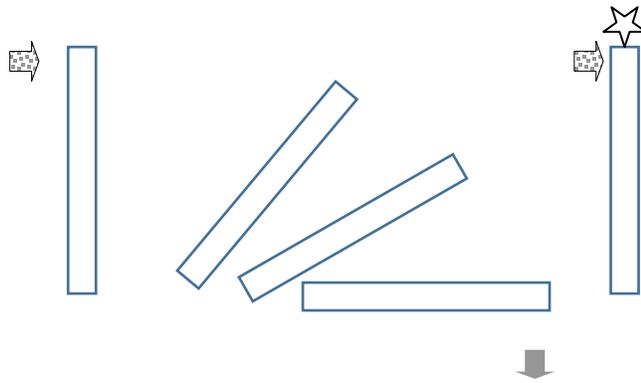


Figure 13: "MARCH." The companies march off as if doing a By File Right. (Single Company Detail.)

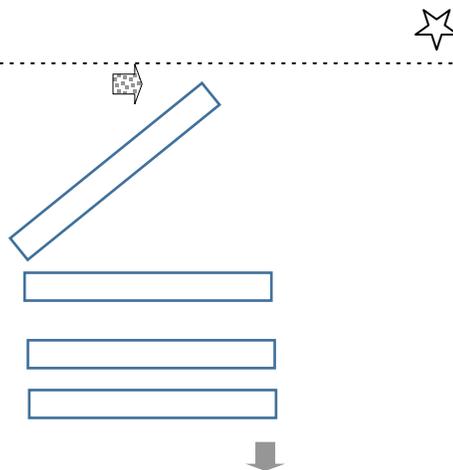


Figure 14: "Such Company, HALT. FRONT."

Left Guides dress to company commanders.

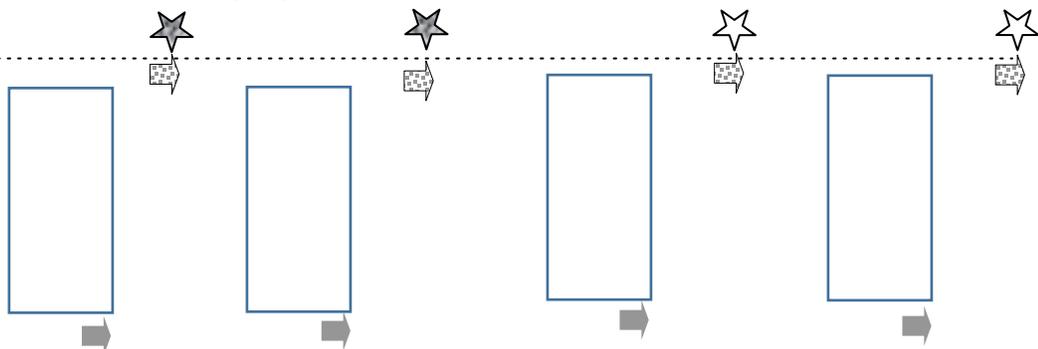
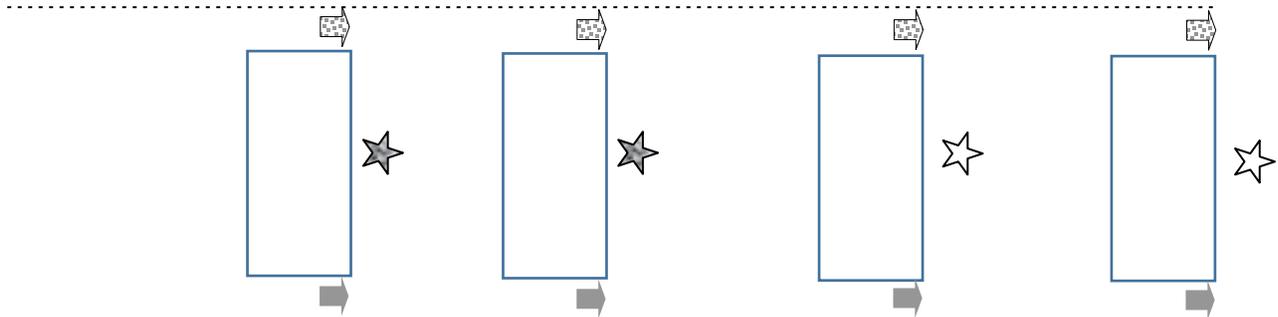


Figure 15: “Such Company, Left DRESS. FRONT.”



4.2 By the Right of Companies to the Rear

The Battalion is formed in a line of battle and the Commander wishes to move the Battalion to the rear in such a way that it can pass a line of obstacles, i.e. a line of artillery or another Battalion. He will command “**By the right of companies to the rear.**” This is very similar to the command in section 4.1.2 however the battalion will NOT be forming a column of companies. This is also a multi-step command and can be broken down as follows:

1. Company Captains will resume their places in the front rank of the line of battle, if they are not there already, and caution their commands to face to the right. The commander continues with “**Battalion. Right-FACE.**” See figures 16 & 17a on page 28.
2. The individual companies will face to the right and the first three files will automatically “break” to the rear. The men of the first file should be in line with the right shoulders of the rear rank men. See figure 17b on page 28.
3. Once the Commander sees this done he will command “**MARCH**” and the companies will move off as if doing a **By Files Right**. Company commanders will join with their First Sergeants at the command MARCH. See figure 18 on page 29.
4. Once the appropriate location is reached, the Battalion Commander will halt the Battalion and may reform it into a line of battle. (Dal Bello, P.I.E., para 120.)

Figure 16: "By the Right of Companies to the rear." Company Commanders have returned to their places in line.

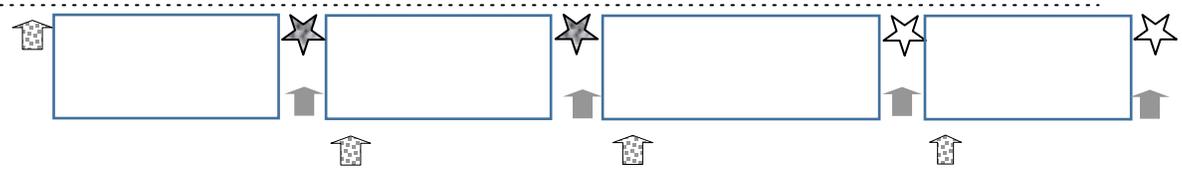


Figure 17a: Right FACE.

Files are doubled to the right.

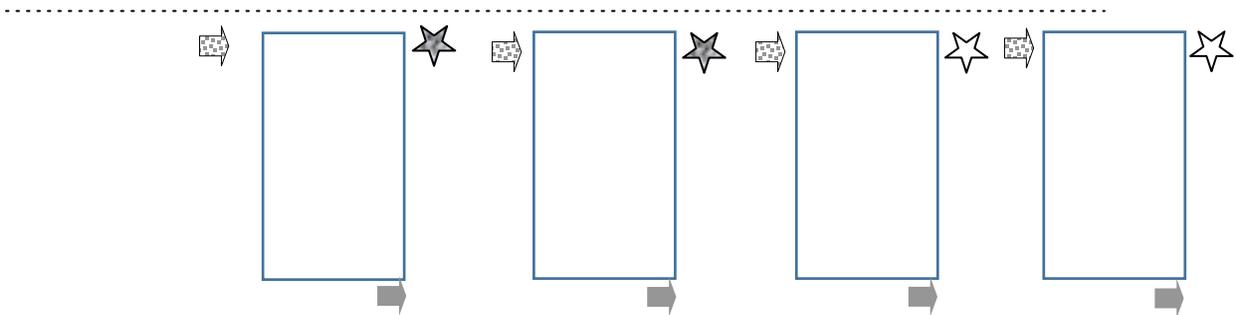


Figure 17b: Break three files to the rear. (Single Company Detail.)

The last file & Left Guide of Company to right also shown. The Captain is breaking three files to the rear in this illustration.

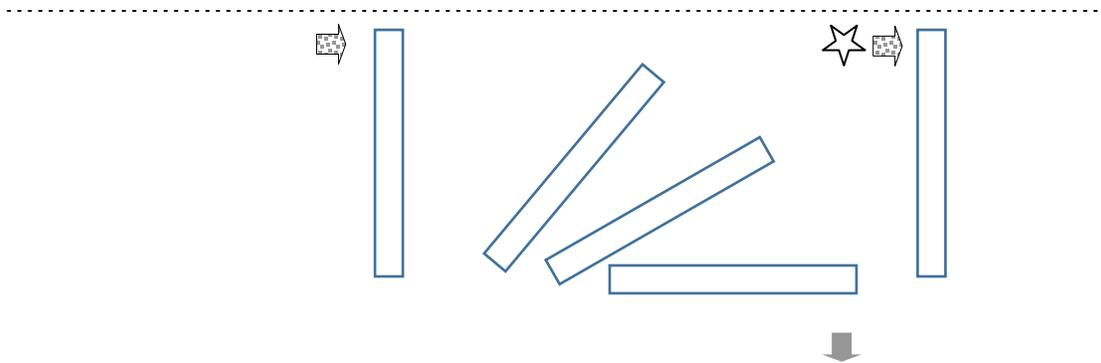
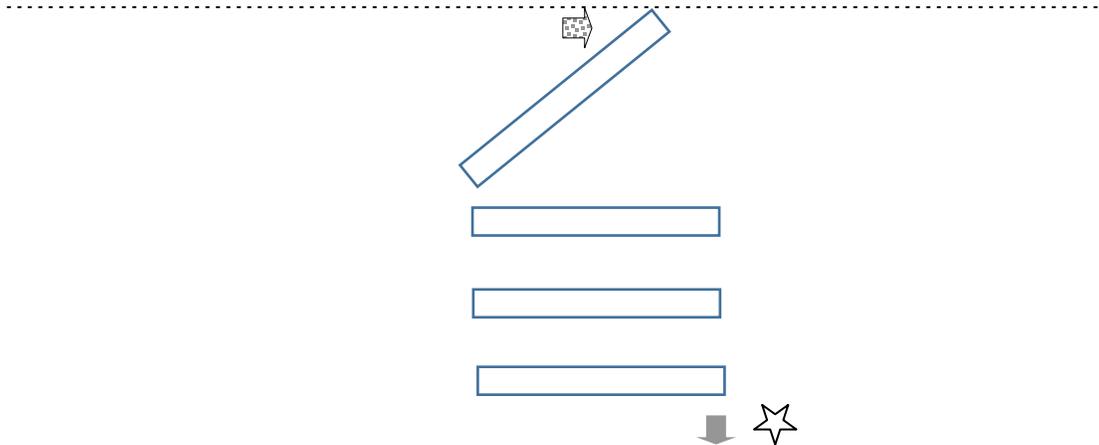


Figure 18: MARCH. The companies march off as if doing a By File Right. (Single Company Detail.) The Captain joins his First Sergeant at MARCH.



4.3 By the Right of Companies to the Front

The Battalion is formed in a line of battle and the Commander wishes to move the Battalion to the front in such a way that it can pass a line of obstacles, i.e. a line of artillery or another Battalion. He will command **“By the right of companies to the front.”** This command is the mirror image of **By the right of companies to the rear** and can be broken down as follows:

1. Company Captains will move to the front and center of their commands and caution them to face to the right. The commander continues with **“Battalion. Right-FACE.”** See figures 19 & 20a on page 30.
2. The Captains will move to the right of their individual companies, which will face to the right and the first three files will automatically “break” to the front. The men of the first file will perform a left wheel, after facing to the right, and halt after moving through 90°. The men of the second file will left wheel to just past 45° and the men of the third file will left wheel to less than 45°. See figure 20b on page 30.
3. Once the Commander sees this done he will command **“MARCH”** and the companies will move off as if doing a **By Files Left**. See figure 21 on page 31.
4. At the appropriate place, the Battalion Commander will reform his battalion by commanding **“HALT. By Companies Into Line. MARCH.”** Once the individual companies have reformed their line of battle, the Commander will dress them as required. (Dal Bello, P.I.E. para 119.)

Figure 19: "By the Right of Companies to the front." Captains move front and center of their commands.

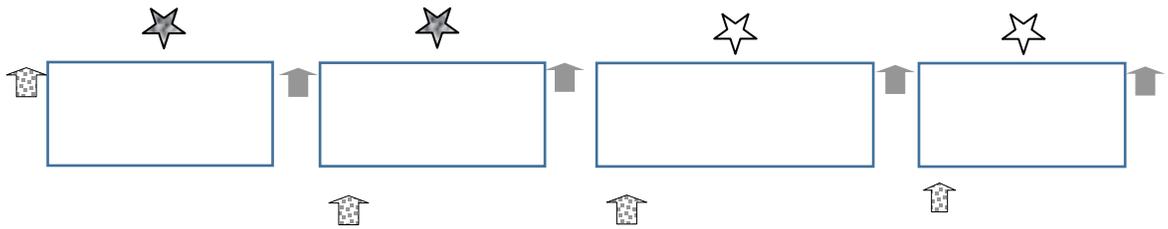


Figure 20a: "Right FACE." Files are doubled to the right.

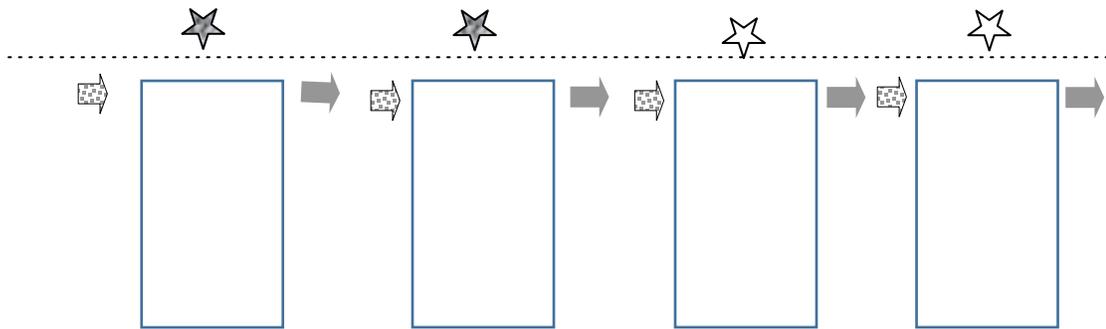


Figure 20b: Break three files to the front.

(Single Company Detail.)

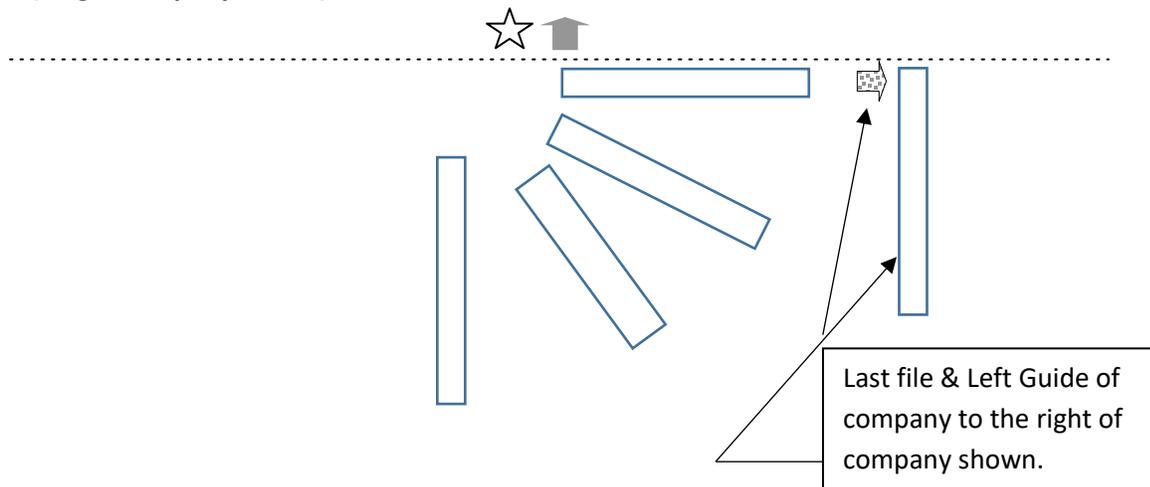
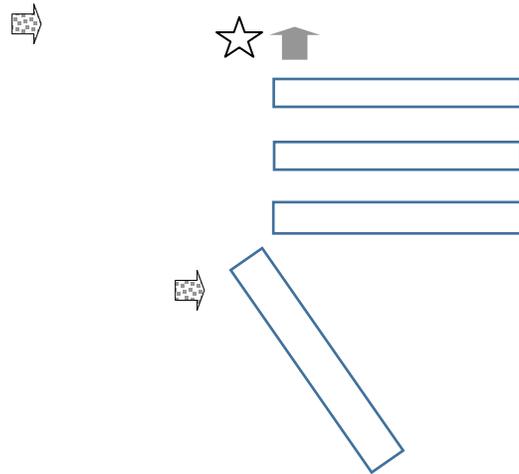


Figure 21: “MARCH.” Companies move off as though doing a By File Left.



4.4 Column of Fours to Column of Companies

The battalion, in a column of fours, and the Battalion Commander wishing to have them formed into a column of companies will order **“By companies, into line. MARCH.”**

1. The individual companies will form to the left of their respective First Sergeants (if moving by the right) or to the right of the Left Guide (if moving by the left).
2. It is important to note that the individual companies will be one behind the other in a column.
3. If moving by the right, the Left Guides of company number 2 and on will line themselves up behind the Left Guide of the first company and the dress will be to the left.
4. If moving to the left, the First Sergeants/Right Guides of company number 2 and on will line themselves up behind the First Sergeant/Right Guide of the First Company and the dress will be to the right.
5. Company commanders will place themselves 2 paces in the front and center of their commands. They also will adjust the pace of their individual companies to ensure that there is adequate room to wheel their commands into line. (Dal Bello, P.I.E. para 41).

4.5 Column of Companies to Column of Divisions

The battalion is in a halted column of companies and the Battalion Commander wishing to have them formed into a halted column of divisions will order **“Form divisions. Left companies, Left-FACE. MARCH.”** See figure 22 on page 33.

1. At the command FACE, the even numbered companies will face to the left. The right and left guides of the odd numbered companies will move in front of their company's right and left files, facing to the right. See figure 23 on page 33.
2. At the command MARCH, the even numbered companies march straight ahead until they clear the left flank of the company ahead of it. See figure 24 on page 34.
3. The company commander, remaining behind the right company's left flank will then order **“Such company, By the right flank. MARCH. HALT.”**
4. The even numbered company stops three paces from the line and its Left Guide will move onto the line of the guides of the odd numbered company, facing in the same direction as them and in front of where one of the three left files of his company will be.
5. The even numbered company commander will then command **“Right-DRESS. FRONT.”**
6. The Battalion commander will then order **“Guides-POST”** and all the company guides will assume their normal places in line. See figure 25 on page 34.
7. When formed in Divisions, the Senior Company Commander will post two paces front and center of the division and the junior captain will be in the gap between the two companies.
8. The First Sergeant/Right Guide of the company on the right and the Left Guide of the company on the left will be the right and left guides of the division. (Dal Bello, P.I.E., paras 70 & 73.)

Figure 22: "Form divisions."

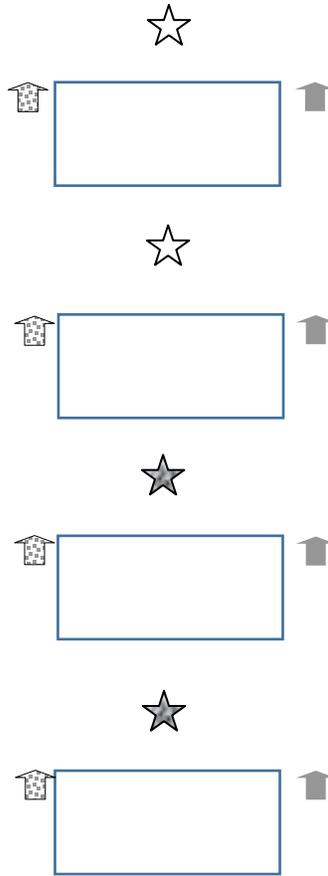


Figure 23: "Left companies, Left-FACE." Left (even numbered) Companies faced to the left.

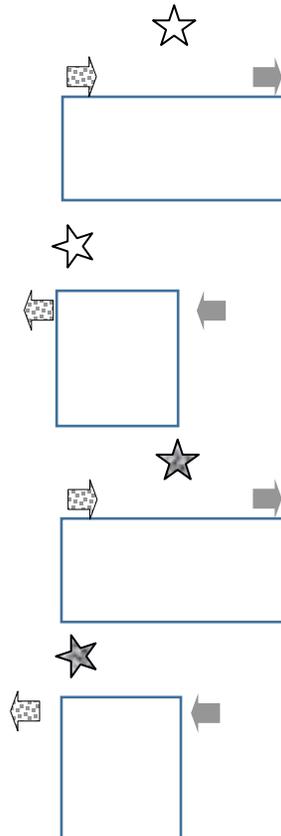


Figure 24: "MARCH." Left (even numbered) Companies marching to the left.

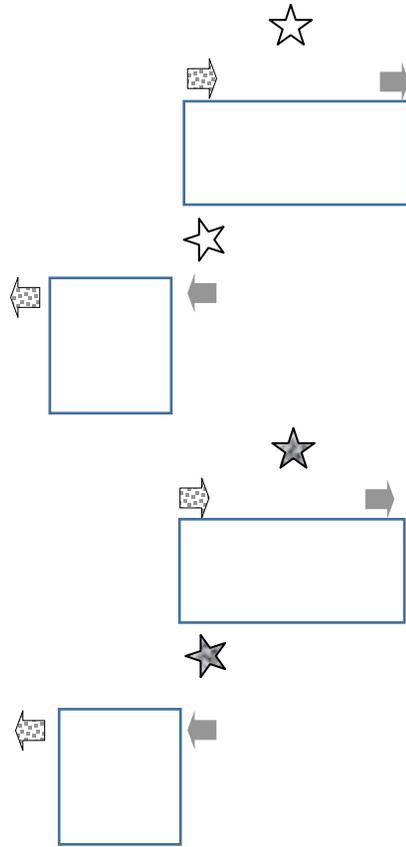
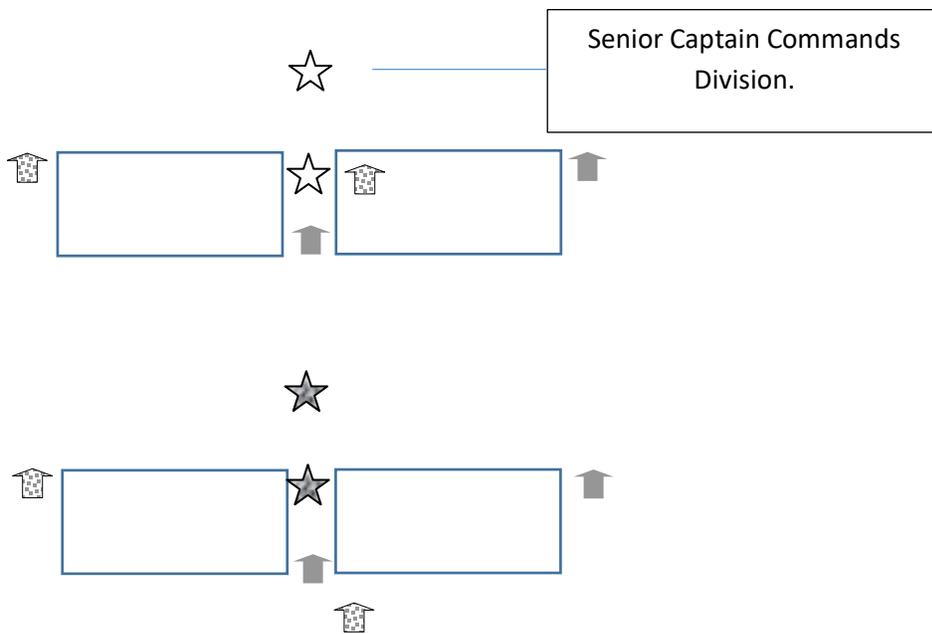


Figure 25: Dressed column of Divisions.



4.6 Column of Companies Deploy Forward into Battle Line

The battalion is in a column of companies at the halt and the Battalion Commander, wishing to have it deployed into a Line of Battle facing the direction of march, will command **“Forward Into Line. By company, left half wheel. MARCH.”**

1. Assuming that the first company is in the location where the line of battle is to be formed, the first company will stand fast and its guides will post themselves on the flanks facing to the right.
2. At the command MARCH, the remaining companies will wheel to the left until the Battalion Commander orders **“Forward-MARCH. Guide right.”** (The guide right command is a cautionary command to switch the dress from the left to the right.)
3. The remaining companies then march straight ahead, en echelon, until the right flank of the second company clears the left flank of the first company.
4. The second company commander then commands **“Second Company. Right Turn – MARCH.”** This company executes a right turn (a right wheel done at the double quick) and halts three paces from the line. The left guide moves up to the line of guides and the company commander posts himself to the left of the first company. This company is then dressed to the line by its commander.
5. The remaining companies will move to the line in a similar manner.
6. When all companies are on-line and dressed, the guides can be posted. (Dal Bello, P.I.E., para 87.)

4.7 Column of Companies On the Right Into Line

The battalion, in a column of companies, and the Battalion Commander wishing to have them formed into a Line of Battle faced to the right will order **“On the right into line. Battalion, guide right. MARCH.”**

1. The guide right command switches the dress of the battalion from the left to the right and the first company commander commands **“Right turn.”**

2. At the command MARCH, the first company executes a right turn (a right wheel done at the double quick) and then halts at the position indicated. The right and left guides of the first company post themselves on the flanks of the company, facing to the right.
3. The remaining companies continue to march straight ahead until they clear the left flank of the company ahead of it and then execute their own right turns. (Dal Bello, P.I.E., para 83.)

4.8 Column of Companies Left Into Line

The battalion, in a column of companies, and the Battalion Commander wishing to have them formed into a Line of Battle faced to the left will order **“Left into line, wheel. MARCH.”**

1. At the word Wheel, the First Sergeant of the leading company will move from the right of his company to the line of Left Guides and turn and face them at a point close to where the 3 right files of his company will be.
2. At the command MARCH, the Left Guide of each company halts {if moving} and the leftmost front rank man of each company faces left to the right arm of his Left Guide.
3. The rest of the company then wheels to the left and halts as it approaches the line.
4. The company commander then moves to the left of the company to his right and right dresses his company.
5. When all companies are on-line and dressed, the guides are posted. (Dal Bello, P.I.E., para 80-81.)

4.9 Marching By the Flanks

(Procedure according to Parade, Inspection and Basic Evolutions of the Infantry Battalion, 4th Edition, by Col Dominic J. Dal Bello, paras 38-40.)

From the halted line of battle, to march *by the right flank*, the Battalion Commander will order **“Battalion, Right-FACE, Forward, MARCH.”** If the battalion is moving, the command will be given as **“Battalion, By the right flank, MARCH.”**

1. As in company drill, the men "double" upon facing or moving by a flank (unless the men are ordered not to double). The guide is left-on the side of the front rank.
2. The Left Guide of the leftmost company moves to the left of the last file of his company, in line behind the company commanders.
3. To change the direction of march, the Battalion Commander will order "**By file right (left), MARCH.**" and the Battalion changes its line of march as in company drill. ONLY the Battalion Commander gives the command while company commanders DO NOT (nor are any sword movements prescribed in the manuals).
4. To return to the line of battle, the Commander simply orders "**Battalion, HALT. FRONT.**" To continue marching, the order will be "**By the left flank, MARCH**" and the column *by the flank* undoubles to the front into line.
5. Facing or marching *by the left flank* is performed by the same principles, substituting "*left*" for "*right*".
6. When moving *by the left flank*, the guide is right (to the side of the front rank) and each company commander moves to the right of the "1st Sergt." of the company now in front of him, with the exception of the leftmost company commander, who posts to the right of his own left guide, now in the lead.
7. The "1st Sergt." of the rightmost company moves to the right of the first file of his company, in line behind the company commanders.

4.10 Change of Direction in Marching in Line of Battle (Right or Left Wheel)

(Procedure according to Casey's Infantry Tactics for the INSTRUCTION, EXERCISE, AND MANEUVERS OF THE SOLDIER, A COMPANY, LINE OF SKIRMISHERS, BATTALION, BRIGADE OR CORP D'ARMIEE BY BRIG.-GEN. SILAS CASEY US ARMY, VOL. II SCHOOL OF THE BATTALION ARTICLE IV, 717-728)

The battalion marching in line of battle, when the colonel shall wish to change direction to the right will command "**Change direction to the right. MARCH.** (or double quick-MARCH)"

1. At the command MARCH, the movement will commence; the color-rank will shorten the step to fourteen or seventeen inches, and direct itself circularly to the right, taking care to advance the left shoulder, but only insensibly.
2. The right general guide will wheel on the right captain of the battalion as his pivot.

3. The left general guide will circularly march in the step of twenty-eight inches or thirty-three inches, according to the gait, and will align himself upon the color bearer and the right general guide.
4. The corporal placed in the center of the battalion, will take steps of fourteen or seventeen inches, and will wheel to the right by advancing insensibly the left shoulder.
5. The battalion will conform itself to the movements of the center; to this end the captain of the color company, and the captain of the next to the left, will attentively regulate their march, as well as the direction of their shoulders, on the three center corporals.
6. All the other captains will regulate the direction of their shoulders and the length of their steps on this basis. The men will redouble their attention in order not to pass the line of captains.
7. In the left wing, the pace will be lengthened in proportion as the file is distant from the center; the captain of the last company who closes the left flank of the battalion will take steps twenty-eight or thirty-three, according to the gait.
8. In the right wing the pace will be shortened in proportion as the file is distant from the center, the captain who closes the right flank will only slowly turn in person, observing to yield ground a little if pushed.
9. When the colonel shall wish the direct march to be resumed, he will command **“Forward, MARCH.”**
10. The battalion marching in line of battle, when the colonel shall wish to change direction to the left will command **“Change direction to the left. MARCH (or double quick-MARCH).”**
11. The battalion will commence the movement as in *change direction to the right* with the appropriate modifications to the circular movements and shoulder movements going to the left and the left general guide being the pivot against the left end of the left most company.

4.11 In Four Ranks, Double Files

The Battalion is in two ranks and moving by the right flank (right in front). After passing some obstacle (narrow bridge, obstruction in the path or road, etc.) the Battalion Commander will order **“In four ranks, double files. MARCH.”**

1. At the command MARCH, the even-numbered soldiers will “double” by stepping to the right of the odd-numbered soldiers ahead of them.
2. In the case of an odd number of men in the company, the last file will not contain a complete file of four. This is acceptable and the men in this file should spread out as though there were a total of four.
3. If the battalion was moving by the left flank (left in front), the odd-numbered soldiers would step to the left of the even-numbered soldiers ahead of them. (Casey, School of the Soldier, paras 336-339.)

4.12 In Two Ranks, Undouble Files

The Battalion is in four ranks and moving by the right flank (right in front). As it approaches an obstacle (narrow bridge, obstruction in the path or road, etc.) the Battalion Commander will order **“In two ranks, undouble files. MARCH.”**

1. At the command MARCH, the even-numbered soldiers will pause for one step and then step in behind the odd-numbered soldiers who had been to their left in the file of four.
2. If the battalion was moving by the left flank (left in front), the odd-numbered soldiers would pause and step in behind the even-numbered soldiers who had been to their right in the file of four. (Casey, School of the Company, para 331.)

4.13 On the Right, By File in Line

The Battalion is in four ranks and moving by the right flank. The Commander wishes to form a line of battle, by file, on the right and will command **“On the right, by file into line. MARCH.”**

1. At the command MARCH, the rear rank men doubled, will mark time.
2. The captain and covering sergeant of the first company will turn to the right, march straight forward, and halt when they have passed at least six paces beyond the rank of file closers. The Captain will place himself correctly on the line of battle. The First Sergeant will automatically post himself on the line of markers, facing left and in the area where his first file will be.

3. The first two men of the front rank men, being doubled, will continue marching straight ahead until they pass the captain. They will then turn right and, still marching shoulder to shoulder, will march toward the line of battle.
4. When they are two paces from the line, the even numbered man will shorten step so the odd numbered man will continue straight ahead and stop to the left of the captain. The even numbered man will oblique to the left and end up to the left of the odd numbered man.
5. The next two men of the front rank will march past these two men and then turn and approach the line in a similar manner.
6. The remaining men of the front rank will follow in succession.
7. The rear rank men will execute the same movement as described for the front rank men, taking care not to execute the maneuver until the first four men of the front rank are on-line.
8. The rear rank men will end up behind their file partners.
9. As each remaining company comes on-line, the Left Guides will automatically post on the line of markers in the area of the leftmost file of his company. (Casey, School of the soldier, para 151 and School of the Battalion, paras 820-823.)

Section 5 Battalion Firings

(Procedure according to Parade, Inspection and Basic Evolutions of the Infantry Battalion, 4th Edition, by Col Dominic J. Dal Bello (176-183), unless noted otherwise.)

When the Battalion fires, the color guard steps back one rank, the Color Rank into the rear rank of the Battalion. The Guard will not fire, but will save its fire to defend the flag.

When firing, each company commander posts at the center of his company, 4 paces in rear of the file closers; each "1st Sergt." posts behind his interval, in the line of file closers to observe his company.

Firing by company or by file should always be direct. Firing by battalion, by wing or by rank may be oblique or direct.

5.1 To Fire by Battalion, the command will be given:

“Fire by battalion, Ready, Aim, FIRE. LOAD.”

5.2 To Fire by Wing, the command will be given:

“Fire by wing, Right (Left) wing, Ready, Aim, FIRE. LOAD.” and each wing will alternate firing.

5.3 To Fire by Company (Company Volleys), the command will be given:

“Fire by company. Commence-FIRING.”

At the second command, the *odd-numbered* (right) companies of each division will fire *by company*, the 3rd company firing slightly after the 1st company, and so on if there are more *odd-numbered* companies; this is so that the companies will not all fire at the same time. When the *odd-numbered* company of each division has loaded and several men are at **Ready**, the *even-numbered* (left) company fires. Each division coordinates its fire thusly, the two companies taking turns, like pairs when skirmishing.

5.4 To Fire by File, the command will be given:

“Fire by file, Battalion, Ready, Commence-FIRING.”

Each company will *fire by file* simultaneously, and the men will then continue to fire *at will*, until they have fired three rounds. They will then load and come to Shoulder Arms. (Firing three rounds is a Birney’s Division modification.)

5.5 At **“CEASE-FIRING”**, all firing will cease. The men will load and come to *Shoulder Arms*.

5.6 To Fire by Rank, the command will be given:

“Fire by Rank, Battalion, Ready, Rear (Front) Rank, Aim, FIRE. LOAD.”

5.7 To Fire at the Oblique, the command will be given:

“Fire by battalion, Ready, By the Right (Left) Oblique, Aim, FIRE. LOAD.”

(Procedure from Casey’s Infantry Tactics, Title V, School of the Battalion, Article III SC 40.)

When firing by the oblique, the rear rank will need to take a step, either to the right, if firing by the left oblique, or to the left, if firing by the right oblique. This is to

insure that the rear rank rifle is over the right shoulder of his front rank file mate and is in a safe position for firing. Once again SAFETY is the key to this action.

5.8 To Fire by Wing by Rank:

(Procedure from Col. Mike Dallas, 2nd Battalion Commander, Birney's Division)

The Battalion Commander will give the command:

"Fire by wing, by rank. Commence-FIRING."

The Right Wing Commander will give the command:

"Right wing, Rear rank, Ready, Aim, FIRE. LOAD."

The Left Wing Commander will give the command:

"Left wing, Front rank, Ready, Aim, FIRE. LOAD."

Each wing will alternate firing each rank.

Appendix 1 Reports

A1.1 Morning reports

Shown below is a completed morning report. It is important to note the following items when filling out a morning report. Fill out the form as completely as possible. Only report the numbers that you have available for duty in the Present section at the time the report is filled out. If you know you will have more people attending later in the day, make a note of this on the back. Also important to note is that when completing the Present and Absent column is that **Total means the total number of enlisted personnel** and **Aggregate means the total number of men (officer and enlisted)** that your company will field at the time the report is completed. It is not necessary to fill out the columns for Sick, On Extra or Daily Duty, In Arrest or Confinement or any of the categories under the Absent section, nor is it required to fill out anything in the Alteration since last Report section.

Morning Report of Captain *J. R. Smith* Company, (B) 172nd Regiment of OH Vols.

| PRESENT. | | | | | | | | | | ABSENT. | | | Present and Absent. | Alterations since last Report. | | | | | | | | | | | | | | | | | | | | |
|-----------|-----------------|----------------|------------|------------|------------|--------------------------|----------------------------|----------------------------|-------------------|-----------|------------------------|----------------------------|---------------------|--------------------------------|------------------------|----------------------------|-------------------------|------------------------|----------------------------|-------------------------|------------------------|----------------------------|-------------------------|--------|------------|------------------------|-----------------------|---------------------|------------------------|-----------|--------------|-------|-----------|--|
| For Duty. | | | | | Sick. | On Extra, or Daily Duty. | In Arrest, or Confinement. | Total. | Detached Service. | Furlough. | Without Leave. | | | | | | | | | | | | | | | | | | | | | | | |
| Captain. | 1st Lieutenant. | 2d Lieutenant. | Sergeants. | Corporals. | Musicians. | Privates. | Commissioned Officers. | Non-Commissioned Officers. | Musicians. | Privates. | Commissioned Officers. | Non-Commissioned Officers. | Musicians. | Privates. | Commissioned Officers. | Non-Commissioned Officers. | Musicians and Privates. | Commissioned Officers. | Non-Commissioned Officers. | Musicians and Privates. | Commissioned Officers. | Non-Commissioned Officers. | Musicians and Privates. | Total. | Aggregate. | Aggregate last Report. | Joined by Enlistment. | Joined by Transfer. | Joined from Discharge. | Resigned. | Transferred. | Died. | Deserted. | |
| 1 | | | 4 | 4 | | 62 | | | | | | | | | | | | | | | | | | | 70 | 73 | | | | | | | | |

Station: *Gallipolis, OH*
 Date: *June 10th, 1864*
 (Signed) *Thomas Miller* (Signed) *J. R. Smith*
First Sergeant. Com'd'g the Company.

Note.—The names of the absentees, both Officers and Soldiers, must be given on the back of the Report.

A1.2 Weapons Inspection Report

A completed weapons inspection report is shown below. As with the morning reports, please fill these out as completely as possible. When inspecting weapons, don't forget to check that bayonet scabbards have tips and that swords/sabers have complete scabbards.

WI-1

In camp or field near Gallipolis, OH

Date June 10th, 1864

Weapons Inspection Report of B Company 172nd OH

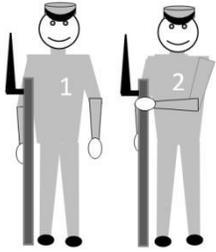
Battalion Third

| | Number Passed | Number Failed | Number Repaired | Total Inspected | Comments |
|---------------------|---------------|---------------|-----------------|-----------------|----------|
| Muskets /Rifles | 70 | / | / | 70 | |
| Carbines | — | | | — | |
| Revolvers / Pistols | 3 | | | 3 | |
| Spare Cylinders | 1 | | | 1 | |
| Cartridge boxes | 70 | | | 70 | |
| Bayonet scabbards | 70 | | | 70 | |
| Saber /scabbards | 3 | | | 3 | |

Unit Commander Jr. [Signature] Company
 Commander _____

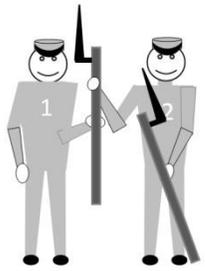
Appendix 2 Stacking Arms

(Procedure According to Casey's Tactics, School of the Soldier, para 425.)



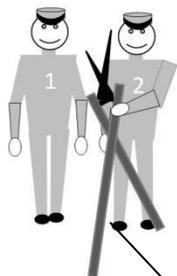
1. At the command "**Stack-ARMS**", the front-rank, even-numbered file will seize his piece with the left hand, above the middle band, and carry it across himself and place the butt behind and near the right foot of the man next on the left, the barrel turned to the front.

2. At the same time the front-rank man of every odd-numbered file will seize his piece with the left hand below the middle band, and hand it to the man next on the left.

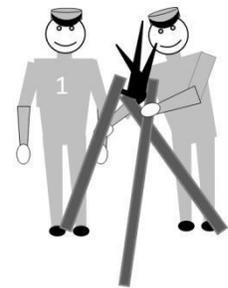


3. The front-rank even-numbered file will receive it with the right hand two inches above the middle band, throw the butt about thirty-two inches to the front, opposite to his right shoulder, inclining the muzzle toward him, and lock the shanks of the two bayonets so blades are flat to flat.

4. The rear-rank man of every even file will project his bayonet forward, and introduce it (using both hands) between and under the shanks of the two other bayonets. He will then abandon the piece to his file leader, who will receive it with the right hand under the middle band, bring the butt to the front, holding up his own piece and the stack with the left hand, and place the butt of this third piece between the feet of the man next on the right.



IMPORTANT: With the bayonets of the two pieces placed flat to flat and the shanks close, an obvious window for the rear-rank number two to introduce the point of his bayonet is formed. **To resume arms (SS 428)**



5. The stack thus formed from the three pieces, the rear-rank man of every odd file will pass his piece into his left hand, the barrel turned to the front and sloping the bayonet forward, rest it on the stack.

(Procedure According to Casey's Tactics, School of the Soldier, para 428.)

6. At the command, "**Take—ARMS**", the rear-rank man of every odd-numbered file will withdraw his piece from the stack.

7. The front-rank man of every even file will seize his own piece with the left hand and that of the man on his right with his right hand, both above the lower band.



8. The rear-rank man of the even file will seize his piece with the right hand at the middle band. Note: Rear-rank number two, not shown on illustration, seizes the piece seen on left in front of Front-rank number one.

9. These two men will raise up the stack to loosen the shanks of the bayonets.

10. The front-rank man of every odd file will receive his piece from the hand of the man next on his left.

11. The four men will retake the position of the soldier at *order arms*.

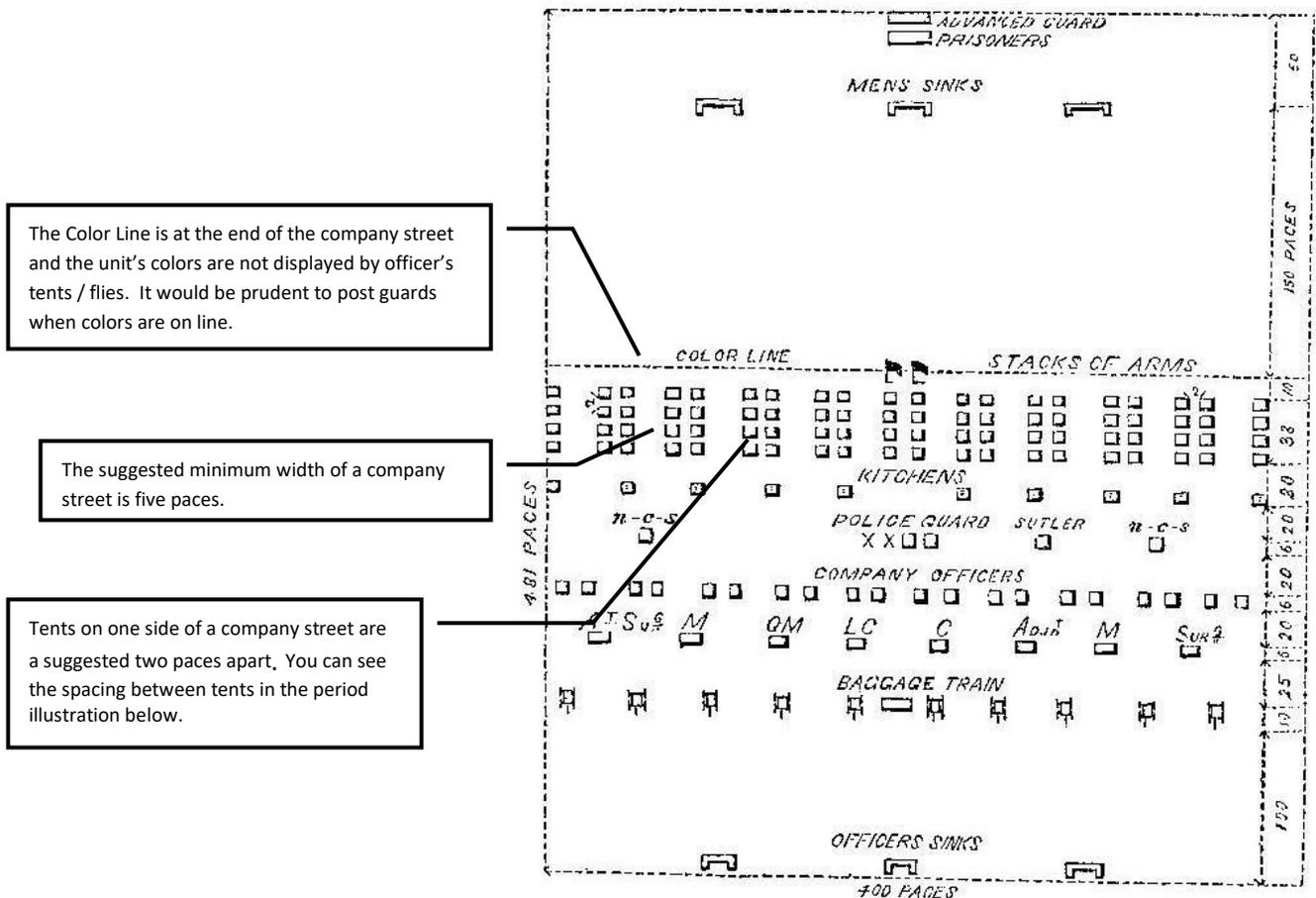
Appendix 3 The Infantry Camp

A3.1 Pre-event Communication of Unit Attendance.

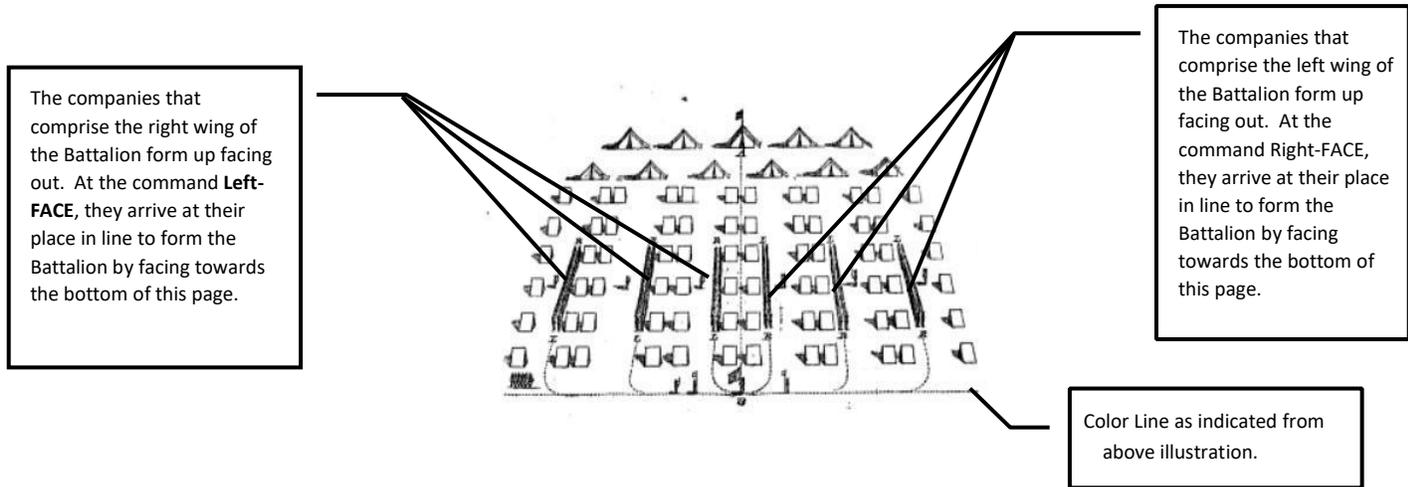
1. It has often been stressed, and is frequently neglected or overlooked by the leadership of individual companies, to communicate to the battalion staff their intent on attending and company strength.
 - a. These numbers are not only used by the battalion staff for planning purposes, but at several events is the determining factor as to the location and size of the camping area designated for the battalion as well as the quantities of amenities (port-a-johns, potable water, firewood) provided for our use.
 - b. Therefore, not always is it the fault of the event staff for shortages and / or having to walk long distances for amenities. This situation could possibly be due to inaccurate numbers given by our battalion staff due to individual companies not communicating numbers of participants. Consequently, the event staff will place those amenities at locations for greater use / consumption at the event.
 - c. For the comfort and convenience of your company, company leadership should communicate an intent either way to attend and your best estimate about numbers attending prior to every event.
2. The battalion commander and adjutant determine the consolidation of unit companies, company order and their size.
 - a. Consideration should be given to who works well together, the various sizes of unit companies and the number of unit companies available.
 - b. These consolidated companies allow battalion evolutions, like marching in columns of companies and deployments into line of battle, to be done easily compared to a battalion comprised of varying sizes. This is not just a modern need but was done during the Civil War; see Formation In Order of Battle page 12, paragraph 18, Casey's Infantry Tactics.
 - c. Finally, with the companies evened out and designated to a specific street of the battalion camp the streets are of the same approximate length and the companies are of the same approximate size. This allows for the ease of forming the battalion as described in other sections of this manual.

A3.2 The Layout of the Infantry Camp

1. The diagram below is, after a visual inspection, virtually identical in both US Army Regulations, 1863, page 77 and Gilham's Manual for Volunteers and Militia, page 651.
2. It must be stressed that these dimensions are the standard, but can and were adjusted depending on the limitations of the ground assigned by the division commander and in our case, sometimes, the event staff.



3. The diagram below shows an alternate view of the previous diagram and illustrates how companies that are properly assigned their place in camp will ease the formation of the Battalion by efficiently arriving at the Battalion color line. The diagram is from *Camp and Outpost Duty of Infantry* by Dan Butterfield.



A3.3 Camp Setup Protocol

It is the responsibility of the Battalion Commander and his staff to lay-out camp as practically as possible within the area they have been designated to bivouac their command. The Battalion Commander and his staff, whenever possible, will inform members of the Battalion about the camp lay-out prior to an event. It is also the responsibility of the Battalion Commander, with the aid of his staff, to make sure that the men under his command have the most current information regarding the locations of amenities, schedules, etc. (Note: Make sure you are at the correct location in camp for your company street and have received confirmation of this from your company command staff, battalion staff, etc. If you set up in an area not designated for you, it will be your responsibility to relocate to the correct area no matter how far along you are in your set-up.)

Upon arrival at an event, all personnel will locate their respective company commanders to confirm the location of their camp. If no one is on site from your company then it will be necessary to locate battalion headquarters to confirm the location of their place in camp.

It is the responsibility of the company commander, with the aid of his staff, to see that their command is set up in an orderly fashion, that all modern items are out of sight of the public by the designated time and that all vehicles are out of camp and in their respective parking areas as soon as possible (making room for others arriving at the event). Vehicles **WILL BE moved to parking no later than the designated time set by the event staff. Late arrivals will be allowed into camp at times designated by the event staff with their vehicles, if necessary, to unload and then move their vehicles to parking.**

Appendix 4 To Form the Company

The following instruction on how to form a company is based on Gilham's Tactics for Volunteers and Militia. Though it isn't the Division's accepted tactics manual, it is one of the few period sources that give enough detail on how the company was formed during the American Civil War. Hardee's and Casey's Infantry Tactics merely claim that the company will habitually be formed in two ranks and never specify how that is accomplished. The inclusion of how to deal with an odd number of men and forming a company of two platoons is of General Baltzer's design and experience through trial and error. This method will allow you to have the company formed in a uniform way with the tallest men on the right and the smaller men on the left by knowing the commands, the number of privates and corporals in the company and how to divide by two and subtract one from a number.

A4.1 The Company Formed into One Platoon

At the designated time and location, the men of the company will begin forming by the direction of the First Sergeant, who will command "**Fall in - COMPANY.**"

1. At this command, the men of the company will form in one rank facing to the right and ensure that taller men are in front of them.
2. This being done the company should be arranged with the tallest man rightmost and the shortest man at the end or left of the line.
3. When the men have their places, the First Sergeant will command "**FRONT**" and the men will turn to their left, remaining in one rank.
4. When you are forming a company without a platoon break, which is quite often the case in re-enacting companies, the tallest corporal should end up on the right of the company and the shortest corporal on the left of the company. This can be done while the sizing process occurs by having the tallest corporal be to the left of the tallest private and the shortest corporal be the last man.
5. According to period manuals, the second sergeant, who is normally the left guide of the company, will then take his position at the left of the company.
6. The First Sergeant will then command "**In two ranks, form company. Left - FACE. MARCH.**"
7. The company, at the instant the command "**Left-FACE**" is given, will face to the left except the second sergeant and the leftmost man in line, who will both stand fast.
8. At the command "**MARCH**" the next man on the left will step behind the man standing fast and face to the front.

9. The next man on the left will step up to the front and face front. The man behind him will step to the rear of this man and face front.
10. This process will continue until all the men facing left come to their place in line and face front and are in two ranks according to height.

It is important to note that this procedure works well when the company is composed of an **EVEN** number of men. When it is composed of an **ODD** number, the right of the company will lack a man for the rightmost file once all the men have faced to the front.

To remedy this possible problem, the First Sergeant should know the number of privates and corporals in the company beforehand. As there is no clear direction from the tactics manuals, we offer two workable solutions:

1. Have the shortest man on the left step out of line making the line, now composed of an even number, form to the left into two ranks as describe above, then placing the man, usually a corporal, back into line on the left in the front rank.
2. Have the **two** shortest men on the left, and to the right of the second sergeant, stand fast and at the command "**MARCH**" the man to the right of these two would fall behind the rightmost of the two men standing fast, and thus give the same results.

Once the company has been formed to the left and in two ranks, the First Sergeant will ensure that the ranks count off by the command "**In each rank - count TWOS.**"

At this command the men count in each rank from right to left, pronouncing in a loud and distinct voice, in the same tone, without hurry and without turning the head, **one, two**, according to the place each one occupies. The file closers will then take their respective places two paces behind the rear rank.

A4.2 The Company Formed into Two Platoons with Platoon Breaks

If the company is going to be formed into two platoons with corporals on the end files, and in the front rank of each platoon, as would be the case in a large re-enacting company, the following process can be added to the above to form the company:

According to period drill manuals, the first platoon should be composed of an even number of files, and most likely be half of the company size. The First Sergeant, knowing the number of men in the company, will place the two corporals in the line, **when the men are arranging themselves by height and in one line faced to the right**, in between the two platoons in one of these two ways:

1. If the company strength is even, the corporal on the right of the second platoon will be placed in line where the number, from the left, is half of the company strength **minus one**.

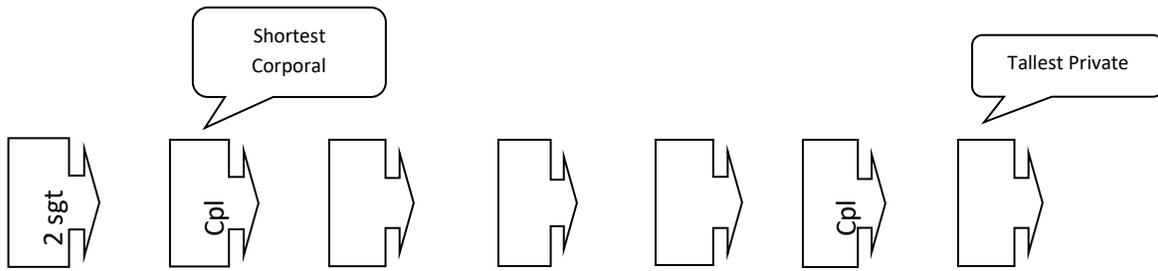
2. If the company strength is odd, divide the company strength into two parts with the second platoon being larger and composed of an odd number of files. The number of men in that larger half **minus one** is the place in line, from the left, where the rightmost corporal is placed to form the second platoon. Recall that the leftmost man in an odd numbered company line is either pulled out of line; or is the leftmost man of two that stand fast when forming a company to the left.

To continue forming the company, regardless of the number of men, use the following steps

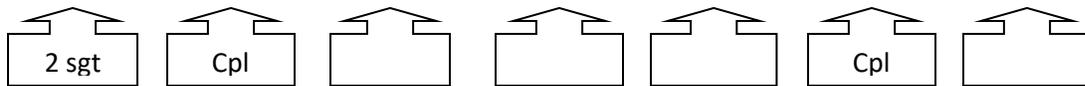
1. Next to the corporal who will be in the first file of the second platoon, on his right, is a private who would be, counting from the left, at the place in line equal to the amount of men in the second platoon.
2. After that private, the corporal that constitutes the left of the first platoon would be placed in line.
3. In this way, forming company to the left, the corporal on the right of the second platoon would step to the front rank and the private who is placed between these two corporals would then step behind him completing the rightmost file of the second platoon.
4. The second corporal would then step up, face front, and begin the front rank, and left, of the first platoon. From there the other men of the first platoon would step up and into the ranks to form the right of the company.

Once the company has been formed to the left and into two ranks, the First Sergeant should have the ranks count by two's as in A4.1 above.

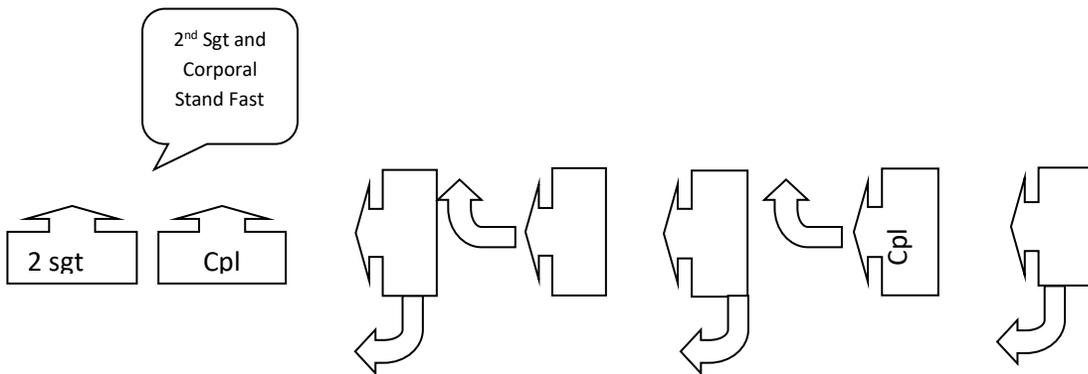
To Form Company Illustrations



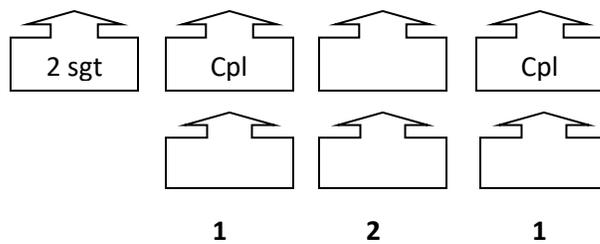
Step 1: "Fall In – COMPANY"



Step 2: "FRONT"



Step 3: "In Two Ranks, Form Company. Left – FACE. MARCH"



Step 4: "In Each rank – Count TWOS."